

ALL CANNINGS PRE SCHOOL TRUSTEES' REPORT

1 September 2021 - 31 August 2022

1.0 Reference and Administration Details:

Charity Name: All Cannings Pre School

Charity No.: 1022946

Address: The Village Hall, The Street, All Cannings, Devizes, Wiltshire, SN10 3PA

2.0 Names of Trustees who manage the charity and how they are recruited:

2.1 Period 01.09.21 - 08.11.21

COMMITTEE ROLE	NAME
Chair	Robbie Daw*
Vice Chair	Sylvia Butcher
Secretary	Alison Bull
Treasurer/Administrator	David Conroy
Registrations Officer	Gemma Richardson
Pre School Manager**	Nicola Cowdry
Fundraising/Friends	Effie Oram*
Coordinator	
Staff Members* (Co-opted)*	Lucy Jenkins, Peach Shakesby* (staff from June 2020)
Ordinary Members	Victoria Nash

*Current parents during this period (30%)

2.1 Period 08.11.21 - 31.08.22

COMMITTEE ROLE	NAME
Chair	Robbie Daw*
Vice Chair	Sylvia Butcher (to February 2022, not replaced in 21/22)
Secretary	Alison Bull
Treasurer/Administrator	David Conroy
Registrations Officer	Gemma Richardson
Pre School Manager**	Nicola Cowdry
Staff Members (Co-opted)**	Lucy Jenkins, Peach Shakesby*
Ordinary Members	Effie Oram*

*Current parents during this period (30%)

(**The Pre School Alliance Constitution 2011 enables staff to be members of the Committee provided they are not paid for Committee activities, and are excluded from votes on subjects where they have conflicts of interest). Trustees are recruited by advertising locally by word of mouth, in the Parish Newsletter and communications in person, on paper, using social media with Pre School parents. The aim is to achieve 60% Committee membership of existing Pre School parents, but with mothers pursuing careers and often seeking wrap around childcare, numbers available to help with Committee work appear to be dwindling. This is a phenomenon post pandemic that seems to be affecting other local charities and mirrors the withdrawal of people from economic activity between 2019 and 2022 (ons.gov.uk)). Nominations are received at the Preschool AGM and voted in by majority vote.)

Skills and experience in Committee members: The Committee membership has remained stable over the past year, despite the challenging context coming out of lockdowns and more parents returning to the workplace. The loss of Sylvia Butcher with her experience as a childminder was regretted, but she wanted to pursue work as a TA in our primary school. The other key Committee role holders remain unchanged.

3.0 Structure, Governance and Management 2021 - 2022

The Committee operates following the Pre-School (now Early Years) Alliance Constitution 2011. Other advice and guidance is obtained from the Early Years Alliance and Wiltshire County Council Early Years Department.

All Cannings Pre School opened in 1974 and is run in the Village Hall, All Cannings, which includes a large playground and a secure grassy garden. It is registered to provide early years education to a maximum of 17 children per session aged 2 – 5 years. Operating hours are Monday to Thursday 0845 – 1500 and Friday 0845 – 1245, term time only. During this period, it employed three, rising to five, part-time staff members. Staff are paid rates based on the National Living Wage which is reviewed annually in line with NLW changes.

The Pre School is valued by parents and children as a small village rural setting, with excellent staffing ratios, and a pipeline to All Cannings CE Junior School in the village.

4.0 Objectives and Activities - Academic Year 01.09.21 - 31.08.22

- Continue effective client recruitment to maximize numbers.
- Ensure fundraising is sustainable and contributes well as a marketing and financial mechanism (but is not the primary focus of the committee)
- Attain full 30 hours opening, in consultation with the village hall committee and users.
- Update HR policies and practices and enhance staff and Committee appraisal and CPD programme.
- Complete continuing policy and practice uprating to conform to legal and funding provider standards.
- Ensure we aim to retain 'good' OFSTED status but work on areas to support a future 'outstanding' outcome by working to OFSTED 2019 outstanding assessment criteria, in particular training of staff and Committee members.
- To continue to work with the hall and village community to maximum mutual benefit, including improving hall/preschool shared outdoor space.

5.0 Key Achievements, Performance and Public Benefit - Academic Year 01.09.21 - 31.08.22

- We continued to **recruit** effectively still attracting local parents, so numbers remained healthy.
- We are one of the **largest employers** in our village, through offering flexible part time working to our female staff. We also offer volunteering opportunities including in the setting.
- **Fundraising** was enhanced by parents obtaining match funding through their firms for charity runs, for example. We also ran one of the only local Bonfire Nights in November 2021 (run with appropriate Covid policies) which helped raise a useful sum.
- We continued to **operate** to the appropriate current Covid restrictions and opening five days a week (Fri half day).
- The **appraisal system** was improved and all staff, including zero hours, made, in particular, good use of continuing online training provided by our funders (Wiltshire Council) and others.
- We have made good progress in **reviewing policy and practice** uprating with reference to **EYFS21/22** to conform to legal and funding provider standards.
- We are paying particular attention to **training of both staff and Committee members**, with reference to safeguarding.
- We are developing, with our landlords the village hall, a plan for our **outdoor space** including planning to renew storage sheds, develop gardening in new trugs and messy play equipment.

6.0 Financial Review

All Cannings Pre School is a small rural charity, operating only in the UK. Its funds derive from parent fees, early years funding from Wiltshire County Council, and local fundraising (not involving professional fundraisers or contracts). Its trustees are volunteers who receive no remuneration, although valid expenses may be reimbursed.

6.1 Financial Statement

Appendix 1 provides the financial statement, which has been reviewed by our accountants Charlton Baker. These show that, bolstered by income from a higher than usual child numbers and some good fundraising, there are no significant issues with operating funds. Also, the organisation has continued to be sustainably popular with local (village) parents and those from elsewhere who wish their children to graduate to the All Cannings Primary School.

6.2 Debts, Reserves Policy

During this period, the contingency reserves have been maintained at the policy minimum of £3,000 thanks to prudent cost management and support (discussed in 6.1 above). (Reserves are important to even out costs when funding income fluctuates.)

6.3 System Developments

To improve processes, the payroll system was moved to Sage Payroll from the free HMRC system, which led to improvements in the accuracy and timeliness of staff pay. In addition, the Pre School began to offer the tax-free childcare account. The recruitment of parents with good social media skills has enabled communication with a wider catchment through Facebook, Instagram and the Pre School website. We also secured two free laptops from a local charitable initiative which have proved useful for in setting activities and administration.

6.4 Fundraising Activities

Traditional fundraising/outreach activities were resumed as life opened up after the pandemic rules were relaxed in September 2021 in particular. These included Easter Egg Hunt and the resumed village Bonfire Night (November 2021) which raised over £4,000. The most successful event in this period was a sponsored and match funded 'muddy run' which new parents achieved and raised £6,000 towards ongoing funds. Activities also promote engagement with the wider village community, including helping to complete the village lockdown mural, working with the church to raise mutually beneficial funds.

7.0 Priorities for 2022/23

Key priorities continue as indicated in 4.0 above and to ensure OFSTED compliance in the event of an inspection. We are also exploring developing a closer relationship with the primary school, as currently we are a very good pipeline for children whose parents wish them to attend our village primary school. We trust our outdoor project will be completed in the next academic year providing enhanced outdoor play for all children.

DECLARATION

I DECLARE THAT THIS INFORMATION IS TRUE, COMPLETE AND CORRECT IN ACCORDANCE WITH THE REQUIREMENTS OF THE CHARITY COMMISSION AS SET OUT IN THE TRUSTEE ELIGIBILITY DECLARATION FORM.

A J Bull

Secretary (from 18.11.19)

All Cannings Pre School

allcanningspssecretary@gmail.com

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01380 860940

2, Greenhouse Road, All Cannings, Devizes, Wiltshire SN10 3NS

ON BEHALF OF THE CURRENT ALL CANNINGS PRE SCHOOL COMMITTEE

**ALL CANNINGS PRE-SCHOOL - CHARITY NUMBER 1022946
ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2022**

All Cannings Pre-school - Charity Number 1022946
Accountant's Report
For The Year Ended 31 August 2022

As described on page you have approved the accounts for the year ended 31 August 2022 set out on pages 2 to 3. In accordance with your instructions we have compiled these unaudited accounts from the accounting records and information and explanations supplied to us.

Prepared and Approved By:

Charlton Baker Limited
7-7c Snuff Street
Devizes
Wiltshire
SN10 1DU

All Cannings Pre-school - Charity Number 1022946
Trading and profit and loss account
For The Year Ended 31 August 2022

	2022		2021	
	£	£	£	£
TURNOVER				
Fees		24,705		8,236
WC Funding		26,053		37,804
Fundraising		7,607		1,960
Other trading income		531		133
		58,896		48,133
GROSS PROFIT		58,896		48,133
Administrative Expenses				
Wages and salaries	36,424		30,191	
Rent and heating	5,200		5,720	
Cleaning	-		20	
Telephone costs	385		759	
Insurance	910		885	
Equipment and stationary	735		1,280	
Advertising and marketing costs	25		30	
Fundraising costs	1,131		70	
Lessons	321		262	
Canteen	18		2	
Depreciation	44		53	
Entertaining	5		17	
Sundry expenses	4,695		4,916	
		(49,893)		(44,205)
Other Operating Income				
Grants and donations	-		1,330	
		-		1,330
OPERATING PROFIT/(LOSS)		9,003		5,258
Other interest receivable and similar income				
Bank interest receivable	5		-	
		5		-
NET PROFIT/(LOSS)		9,008		5,258

All Cannings Pre-school - Charity Number 1022946
Statement of Financial Position
As at 31 August 2022

	2022	2021
	£	£
Fixed assets	255	299
Current assets	23,556	14,503
Creditors: Amounts Falling Due Within One Year	(1)	-
NET CURRENT ASSETS	23,555	14,503
TOTAL ASSETS LESS CURRENT LIABILITIES	23,810	14,802
NET ASSETS	23,810	14,802
CAPITAL ACCOUNT	23,810	14,802

I approve these accounts and confirm that I have made available all relevant records and information for their preparation.

Treasurer

Date:

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Treasurer

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