

Trustees' Annual Report for the period

Period start date Period end date
 From **01 09 2021** To **31 08 2022**

Section A Reference and administration details

| | |
|---|---------------------------------|
| Charity name | Noah's Ark Playgroup |
| Other names charity is known by | Noah's Ark Preschool |
| Registered charity number (if any) | 1027796 |
| Charity's principal address | The wooden Classroom |
| | Farrington Road |
| | Paulton, Bristol |
| | Postcode BS39 7LW |

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|-------------------|-----------------|-----------------------------------|---|
| 1 | Elizabeth Stone | Chair | | Committee |
| 2 | Michelle Lawrence | Treasurer | | Committee |
| 3 | Hannah Smith | Secretary | | Committee |
| 4 | Kirstie Pitt | | | Committee |
| 5 | | | | |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|--------------------|---|
| Bank | Cooperative | 16 St Stephens Street, Bristol |
| Accountant | Bourne and Bargery | The Byers, Manor Fam, Chilcompton. Somerset |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

| |
|--|
| |
|--|

Section B Structure, governance and management**Description of the charity's trusts**

| | |
|--------------------------------|---|
| Type of governing document | Preschool Learning Alliance Constitution 2011 adopted October 2014. |
| How the charity is constituted | Association |
| Trustee selection methods | Parents and family members are invited to the Annual General Meeting in the Autumn. A management committee is appointed or reappointed at this meeting. Trustees are the committee members. |

Additional governance issues (Optional information)

| | |
|---|--|
| □ | <p>The preschool is run by a voluntary parent led committee. Committee members are elected by nomination at the Annual General Meeting and have roles and responsibilities as set out in the Charity Commission guidance. All new members are DBS checked and approved by Ofsted.</p> <p>There is a handover period for each new officer (Chair, Treasurer & Secretary) and suitable training is available from BANES Council if required.</p> <p>We have regular contact with Bath and North East Somerset Council's Early Years Team.</p> <p>Noah's Ark Preschool is a member of the Preschool Learning Alliance.</p> <p>We have strong links with the Early Years Teachers at Paulton Infant School and regularly visit them to ensure a smooth transition for all our children.</p> <p>We hold termly committee meetings to discuss the overall running of the preschool and future fundraising plans.</p> <p>We complete a daily risk assessment on the building and grounds and a yearly assessment of all equipment. Any visits or outings are also assessed in line with the preschool policies.</p> |
|---|--|

Formatted: Bullets and Numbering

Section C Objectives and activities**Summary of the objects of the charity set out in its governing document**

We aim to enhance the development and education of children under statutory school age by encouraging families to understand and provide for the needs of their children through community groups.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In planning our activities and daily routines the committee have regard for and keep in mind the Charity Commission's guidance on public benefit.

Our focus is to provide a welcoming, safe and stimulating environment where all children benefit by being able to enjoy themselves and grow in confidence. We encourage every child to be competent learners who can be resilient, capable, confident and self - assured. We seek to build positive relationships with both our children and their families. We aim for children to develop positive attitudes and relationships, which will form the base for them becoming strong, secure and independent individuals. We see every child as unique and follow a child - led approach to learning within a supported environment.

The preschool is open Monday - Friday during term time and offers affordable sessional day care for children aged 2.5 - 4. All 9 practitioners are fully qualified to level 3 or above and we encourage parent helpers to take responsibility for and to become involved in the preschool. We offer opportunities for all children whatever their race, culture, religion, means or ability.

We hold regular fundraising events throughout the year to raise additional funds to enable us to provide new equipment and resources to enhance the learning of all children. Parents and families are asked to help and support these events to encourage their involvement in the running and future of the preschool.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

This year has again been challenging due to uncertainty after the global pandemic and rising costs. We opened in September to fewer children than normal. Management staff cut shifts to help with expenditure during the first quarter, Numbers started to pick up throughout January and the closure of Acorn Preschool at Easter resulted in more children for Terms 5 and 6. We ended the academic year with 47 children to which 18 left in July for school.

STAFF

We started the year with 9 staff. Aaron Jackson left us at the end of term 4 to pursue a full time career. Jackie Byers retired in July and Kirstie Pitt took on more of an administrative management role during Term 6, In light of the staff changes we employed Lauren Fennelly at the start of Term 5 and Hannah Smith from Term 6. Kay Willcox remains as Leader in Charge with Fee Tucker as her deputy and Senco Manager.

PROFESSIONAL DEVELOPMENT

We have attended training via zoom but this has been problematic due to internet issues. All staff renewed their First Aid qualification in July. All Staff benefit from regular supervision meets and yearly appraisals. We continually work with other professionals to enhance our practice these include the Early Years Teachers and Advisors from Children Centre Services and Banes.

VISITORS

From April we hired Jenny James (Music with Mummy's) to provide weekly music sessions and during Term 6 paid for weekly Athletic sessions with Mini Athletics.

CHRISTMAS 2021

We visited Paulton Infants school to watch their Christmas Production. In December we held our own production 'A medley of Christmas songs and carols at Holy Trinity Church. It was a great success. We had a Christmas party with hired entertainment for all children.

PHOTOGRAPHER

The photographer visited in November and June and gave us a percentage of the orders.

LEAVER'S PARTY

We held a school leaver's party with hired entertainment on Friday 15th July.

FUNDRAISING AND EVENTS

Fundraising Events have been postponed since March 2020 as our emphasis has been on keeping the preschool open. We are planning to resume during 2023.

TREASURER'S REPORT

Although the Charity remains in a positive financial position we sadly ended this financial year with a loss of £258.58. Income is slightly up (4.9%) on last year, however Expenditure has increased by 9.5%. Payroll costs are up 6% year on year due to the payment of sick pay during covid, a pay increase from April 1st, first aid training and higher staffing levels throughout terms 5 and 6 to ease the transition period during staff changes. The preschool paid for a Staff meal and evening out at Christmas and again in July to celebrate the staff leaving and milestone birthdays. We also bought a laptop, iPad and accessories to assist with the move to Blossom Early Years Software to which we now subscribe.

Income and expenditure

| | |
|------------------|-----------|
| Bank Balance b/f | 136684.77 |
|------------------|-----------|

Total Income for the year to 31st August 2022

| | |
|------------------|------------------|
| BANES | 97141.15 |
| Fees | 16387.00 |
| F Raising | 992.70 |
| Uniform | |
| Lunch Club | |
| Interest | |
| Misc (B College) | _____ |
| | 114520.85 |

Total Expenditure for the year to 31st August 2022

| | |
|---------------|----------|
| Wages | 88006.74 |
| PAYE/NI | 4067.91 |
| NEST | 1949.13 |
| Running Costs | 14481.01 |
| Equipment | 4558.63 |

| | |
|---|--------------------|
| Uniform | 0 |
| Fund Raising | 407.70 |
| Training | 683.00 |
| Repairs/renewals | |
| Food/snacks | |
| Other | 625.31 |
| | <u>114779.43</u> |
| Bank Bal to c/f | 136426.19 |
| Excess of Income over Expenditure | -258.58 |
| <u>Balance Sheet at 31st August 2022</u> | |
| | Y/e Aug 22 |
| Bank Bal B/f | £136684.77 |
| Income over Expenditure | <u>-£258.58</u> |
| Balance to C/f | <u>£136,426.19</u> |
| <u>FUTURE PLANS</u> | |
| Discussions have started to take place with Paulton Parish Council on the longevity of our current building and plans are afoot for renovations and enhancements to the building. A working party has been appointed and surveys of the building have been completed. | |
| The management committee comprises of parent volunteers. The overall management of the preschool and all fundraising events are carried out by these volunteers. | |

You may choose to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

Section E Financial review

Brief statement of the charity's policy on reserves

Our current financial position is stable and we have a relatively healthy amount of savings which we are keeping in reserve for any unforeseen expenditure, the purchase of new equipment/resources and the enhancement/renovation of the building.

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:


- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The main source of funding is through paid fees for younger children and the Early Years Entitlement. We raise further funds through our regular fundraising events.

Our expenditure has always supported our key aim to provide a welcoming, safe and stimulating environment where all children are able to enjoy themselves and grow in confidence.

Section G Declaration

**The trustees declare that they have approved the trustees' report above.
Signed on behalf of the charity's trustees**

| | | |
|---------------------|---|-----------------------|
| Signature(s) |  | Date: 8/11/22. |
| Full name(s) | Elizabeth Stone | CHAIR |



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

NOAHS ARK PRESCHOOL

**On accounts for the year
ended**

31-08-2022

**Charity no
(if any)**

1027796

Set out on pages

445

**Respective
responsibilities of
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. *Delete [] if not applicable.*

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

**Basis of independent
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent
examiner's statement**

In connection with my examination, no material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed: 

Date: 15.12.22

Name: Mrs Gayle Shakespeare

Relevant professional qualification(s) or body (if any):

MAAT

Address: Bourne and Bargery
The Byers Manor Farm
Chircompton, Radstock, BA3 4HF

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).