

Bradworthy Pre-school Trustees' Annual Report For the year ended 31 August 2024

1. Reference and Administrative Information

Charity Name: Bradworthy Pre-school

Charity Number: 1028935

Registered Address: Bradworthy Pre School, Mill Road, Bradworthy, Holsworthy, Devon, EX22 7RT

Correspondence Address: As specified above

Trustees (During the Reporting Period):

- Kirsty Andrew, Chair Person
- Amanda Vanstone, Treasurer
- Louise Dack, Secretary
- Other trustees: 3

Staff:

- Pre-school Manager: Louise Dack
- Deputy Manager: Helen Rice
- Other Early Years Practitioners: 3

2. Structure, Governance and Management

Type of Governing Document – PLA Constitution

How the Charity is Constituted –Parent Committee

Bradworthy Pre-school is a charitable unincorporated association. The charity is managed by a committee of elected trustees who are responsible for the strategic direction and financial oversight of the setting. New trustees are appointed at the AGM, and all trustees undergo an induction process to understand their roles and responsibilities.

There is a child protection policy in place, criminal record bureau checks are carried out for all new committee and staff members. For existing members these checks are renewed in line with statutory requirements.

Bradworthy Pre School is insured with Zurich and is a member of the Pre School-Learning Alliance.

The Pre School, located on Bradworthy Primary Academy grounds, operates independently but pays service charges to the Academy. Though self-governed and financed, it maintains strong ties with the Academy to support smooth transitions for children moving to primary school.

All Committee members give their time on a voluntary basis.

3. Objectives and Activities

The aim of Bradworthy Pre-school is to provide high-quality, affordable early years education and care for children aged 2-4 years old in Bradworthy and surrounding areas. We are committed to creating a safe, inclusive, and stimulating environment that supports every child's development in line with the Early Years Foundation Stage (EYFS) framework.

Key activities include:

- Daily sessions during term-time offering play-based learning
- Themed activities to support learning goals
- Regular outdoor play and forest school sessions
- Close engagement with parents and carers
- Supporting children's transition to primary school

Billing for unfunded hours is completed on a monthly basis ensuring good cash flow for the preschool and has also ensured large unpaid amounts do not build up.

There is currently £1,025 in outstanding fees.

4. Achievements and Performance

This year has been one of balanced stability with little variation.

Highlights include:

- Maintaining a high standard of care, with consistently positive feedback from parents and carers
- Successful recruitment of a new NVQ Pre-school assistant who is proving an asset to the setting.
- Introduction of new resources, including an interactive touch table, which promotes joyful learning and inclusive playfulness. Children have been engaged, stimulated and challenged through educational programs and games.
- Strong collaborative relationship with Bradworthy Primary Academy to aid transition

Attendance and enrolment: Currently supporting 30 children.

5. Financial Review

The financial position of the pre-school remains stable. Total income for the year was £67,753 largely from government funding (Early Years Entitlement) and parent fees.

Total expenditure was £65,753, which covered staffing, premises costs, resources, insurance, and operational expenses.

The pre-school holds reserves of £[amount] as of 31.08.24, which provides cover against redundancy costs and ensures continuity of service.

Fundraising efforts include an Online Auction which raised £500 and we received a pleasing donation of £500 from the local 'Balsdon Trust'.

6. Plans for the Future

In the coming year, our priorities include:

- Continuing professional development for staff
- Ongoing review and enhancement of our curriculum
- Monitoring the impact of changing funding levels on sustainability

7. Statement of Trustees' Responsibilities

The trustees are responsible for ensuring the pre-school complies with its governing document and applicable law, keeps proper accounting records, and prepares financial statements.

Approved by the Trustees on 15th October 2024 and signed on their behalf by:

Amanda Vanstone, Treasurer

Bradworthy Pre School
Accounts for the year ended 31 August 2024

Statement of Income and Expenditure

| | <u>Note</u> | <u>2023-2024</u> £ | <u>2022-2023</u> £ |
|--|-------------|-----------------------|-----------------------|
| <u>Income</u> | | | |
| Funding | | 55,511 | 41,283 |
| Fees | | 10,326 | 10,159 |
| Grants & Donations | 1 | 616 | 5 |
| Uniform | | 27 | 55 |
| Interest | | 485 | 236 |
| Milk refund | | 271 | 288 |
| Fundraising | 2 | 531 | 61 |
| Other Income | | - | 189 |
| | | <u>67,767</u> | <u>52,276</u> |
| <u>Less Expenditure</u> | | | |
| Staff Wages | | 55,240 | 49,738 |
| Service Charges | | 3,000 | 2,750 |
| Insurance | | 952 | 904 |
| Class Materials & Resources | 3 | 1,319 | 1,100 |
| Equipment | | - | - |
| Maintenance & Improvements | | - | - |
| Fundraising | 2 | 29 | - |
| Christmas Gifts & Trips | 4 | 785 | 394 |
| Snacks | | 1,430 | 1,096 |
| Stationery | 5 | 599 | 130 |
| Training Course Fees & Travel Expenses | 6 | 372 | - |
| Mobile telephone | | 735 | 674 |
| Subscriptions & DBS Checks | 7 | 526 | 341 |
| Sundries | 8 | 766 | 254 |
| Nappy Unit rental | | - | - |
| | | <u>65,753</u> | <u>57,381</u> |
| Deficit / Surplus in year | | <u>2,014</u> | <u>- 5,105</u> |

Bradworthy Pre School

Accounts for the year ended 31 August 2024

Summary of Funds

| | <u>Note</u> | <u>2023-2024</u> £ | <u>2022-2023</u> £ |
|-------------------------------------|-------------|-----------------------|-----------------------|
| <u>Fixed Assets</u> | | Nil | Nil |
| <u>Current Assets</u> | | | |
| Balance at Bank - Current | | 3,017 | 1,322 |
| Balance at Bank - Savings | | 35,567 | 30,643 |
| Balance at Bank - Redundancy | | 11,050 | 15,989 |
| Debtors & Prepayments | 9 | 1,239 | 650 |
| Cash In Hand | | 9 | 50 |
| | | <u>50,882</u> | <u>48,654</u> |
| <u>Less Current Liabilities</u> | | | |
| Creditors | | <u>347</u> | <u>133</u> |
| <u>Net Assets</u> | | <u><u>50,535</u></u> | <u><u>48,521</u></u> |
| | | | |
| Funds Brought Forward | | 48,521 | 53,626 |
| Deficit / Surplus in year | | 2,014 | - 5,105 |
| | | <u><u>50,535</u></u> | <u><u>48,521</u></u> |

Bradworthy Pre School

Accounts for the year ended 31 August 2024

Notes to Accounts

Note 1 Grants & Donations

| | |
|-------------------|------------|
| Howdens | 116 |
| The Balsdon Trust | 500 |
| | <u>616</u> |

Note 2 Fundraising

| | <u>Income</u> | <u>Expenses</u> | <u>Profit/Loss</u> |
|---------|---------------|-----------------|--------------------|
| Auction | 531 | 29 | 502 |
| | <u>531</u> | <u>-</u> | <u>502</u> |
| | <u>531</u> | <u>29</u> | <u>502</u> |

Note 3 Class Materials

| | |
|--|--------------|
| Class Resources & Materials | 1,049 |
| Noodle Now Online Learning Training Provider | 120 |
| Learning Journals | 150 |
| | <u>1,319</u> |

Note 4 Christmas Gifts & Trips

| | |
|-----------------------------|------------|
| The Milky Way (summer trip) | 190 |
| Hills Coaches (summer trip) | 395 |
| Christmas Gifts | 84 |
| Staff Christmas Meal | 116 |
| | <u>785</u> |

Note 5 Postage & Stationery

| | |
|-------------------|------------|
| Printer Ink | 557 |
| Office Stationery | 42 |
| | <u>599</u> |

Note 6 Training Course Fees & Travel Expenses

| | |
|--------------------|------------|
| First Aid Training | 335 |
| NVQ 3 Course | 37 |
| | <u>372</u> |

Bradworthy Pre School Accounts for the year ended 31 August 2024

Notes to Accounts

Note 7 Subscriptions and DBS checks

| | |
|---------------------------------|-------|
| Website & Domain Annual Renewal | 158 |
| Ofsted Annual Registration | 50 |
| McAfee Renewal | 50 |
| Early Years Membership | 116 |
| DBS Checks | 152 |
| | <hr/> |
| | 526 |

Note 8 Sundries

| | |
|--------------------------|-------|
| Auditing of Accounts | 80 |
| Staff Leaving Gifts | 439 |
| Small Sundry Items | 64 |
| Staff Uniform & Printing | 183 |
| | <hr/> |
| | 766 |

Note 9 Debtors & Prepayments

| | |
|---------------------------------|-------|
| Website & Domain Annual Renewal | 158 |
| Adjustment Funding | - |
| Fees | 1,025 |
| Milk Refund | 56 |
| | <hr/> |
| | 1,239 |

Bradworthy Pre School



Accounts for the year ended 31 August 2024



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Bradworthy Pre School

**On accounts for the year
ended**

31/08/2024

**Charity no
(if any)**

1028935

Set out on pages

2 pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2023**.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

F. Cooper

Date:

24/03/2025

Name:

Mrs Fiona Cooper

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

Address:

7 Honey Meadows, Glebe Lane

Holsworthy, Devon

EX22 6BG

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

Give here brief details of any items that the examiner wishes to disclose.