



Trustees' Annual Report for the period

From

Period start date

Period end date

Day 01	Month APRIL	Year 2020
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Day 31	Month MARCH	Year 2021
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Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

MK13 8DY

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	Michelle Scott	Chair		
2	Clare Kozanoglu	Treasurer		Michelle Scott
3	Nicola Burgess	Secretary	October 2019	
4	Jenny Charles			
5	Nicola Lilburn-Drew			
6	Julie Morgan	Staff member		
7	Donna Bellhouse			
8				
9				

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

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

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Pre-School Learning Alliance Constitution
How the charity is constituted (eg. trust, association, company)	Unincorporated charity
Trustee selection methods (eg. appointed by, elected by)	Election at AGM from family and associate members

Additional governance issues (Optional information)

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

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Bradwell Common Pre-School is registered with OFSTED (reg.no.141875) and is a member of the Pre-School Learning Alliance. The Pre-School has a safeguarding policy in place which includes carrying out DBS checks for new and existing members of staff, volunteers and trustees. The pre-school follows safer recruitment practices for all new staff and volunteers. Staff, volunteers and trustees are required to complete an annual declaration for disqualification by Association. All trustees give their time voluntarily and received no remuneration or benefits.

Summary of the objects of the charity set out in its governing document

We are a local pre-school providing a safe, secure, fun and stimulating environment for children aged 2 yrs to 4 yrs To enhance the development and education of children under statutory school age by offering appropriate play, education and care facilities and adhering to the aims and objectives of the EYFS.

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)

Offering fee paying and free (through government nursery funding) early years sessions

Bradwell Common Pre-School is a friendly committee / parent-managed pre-school providing a varied, interesting and informative Early Learning Years Education and childcare for children between the age of two to four years from Bradwell Common catchment area.

The Pre-School employs 5 part-time staff (Supervisor, Deputy Supervisor and 3 assistants) and has 2 x bank staff members to help cover sickness and holiday.

The setting is open 38 weeks a year (term time only) to provide a daily morning session (9.00am to 12.00am), dedicated to those children starting Primary school in September with the purpose of preparing them for that transition. We also offer afternoon sessions on Monday's, Tuesday's and Thursday's allowing more flexible childcare for parents and sessions available for younger children. The preschool is also able to offer all day spaces to help assist parents with their childcare arrangements.

We welcome all children within the age range regardless of personal circumstance, gender, faith, cultural background and lingual ability.

We can offer limited places to 2 year old children whom are in receipt of 2 year old funding.

Additional details of objectives and activities (Optional information)

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

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

Due to the Covid-19 Pandemic, we have had to stop colunteers and work placement students coming to our setting temporarily.

All policies are up to date and are reviewed annually

Stakeholders make regular donations to setting for healthy snacks for the children.

Summary of the main achievements of the charity during the year

The Coronavirus pandemic has meant we have seen a very different year to any other and it has had some positive but many negative impacts.

Forced closure saw a slight reduction in anticipated income due to those who pay for sessions not having access. However the LA still paid anticipated funding in full throughout the year. This was used to pay salaries (as staff were not eligible for furlough) and to purchase PPE and more cleaning equipment.

While we did not have to pay rent during closure, when we were open numbers were drastically reduced due to parents wanting to keep their child at home.

We had to contract our own cleaner in for a short period of time to ensure deep cleans were thorough.

Funding also had to be outsourced to other childcare provisions where it had already been allocated to our preschool but the parent had to choose only one childcare provision for their child due to announcements made by the Department of Education.

When we were open, the children learn about and celebrated cultural events through crafts, singing and story-time.

We offer free play session and some key worker lead activities.

Supervisor has a level 4 and is continuing with her diploma. All other staff including 1 bank staff member all have their level 3 CCLD.

Staff complete regular training contributing to their continuous development programme.

All staff pensions have been set up and are running.

Wages have been taken in house to save money.

Preschool has signed up to accept 30 our funding although can only offer upto 24 hours as setting is only open for 8 sessions. We also offer Time for Twos funding.

A consultation is taking place to amend preschool opening hours in a bid to stabilise finances as, this year aside, expenditure with rent and salaries are more than income. As the government continue to increase the living wage but not the nursery education funding, and rent and food costs continue to rise, we will continuously be in deficit unless we can make adaptations.

Brief statement of the charity's policy on reserves	Pre-school have a reserve policy in place which currently has a small shortfall, due to the annual increase in rent and food prices which are unfortunately not followed with increased NEF. All monies go back into the running of the setting and to pay for new resources.
Details of any funds materially in deficit	None
Further financial review details (Optional information)	
<p>You may choose to include additional information, where relevant about:</p> <ul style="list-style-type: none"> 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. 	Income from NEF (funding) Charged sessions Fundraising

Section F Other optional information

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>MScott</i>	M L Scott
Full name(s)	MICHELLE SCOTT	MICHELLE SCOTT
Position (eg Secretary, Chair, etc)	CHAIR	SECRETARY
Date	14/01/2022	

BRADWELL COMMON PRESCHOOL

ANNUAL ACCOUNTS

FOR YEAR ENDED

31ST MARCH 2021

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BRADWELL COMMON PRESCHOOL

I report on the accounts of the Charity for the year ended 31st March 2021.

Respective responsibilities of trustees and examiner

As the charities trustees you are responsible for the preparation of the annual accounts; you consider that the audit requirements of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

Based on my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect the requirements
 - a) to keep accounting records in accordance with Section 41 of the Act and
 - b) to prepare accounts which accord with the accounting records and
 - c) to comply with the accounting requirements of the Act have not been met, or
2. To which, in my opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached.

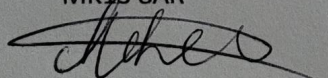
Afreen Patel

30 Booker Avenue

Bradwell Common

Milton Keynes

MK13 8AR



21st January 2021

Bradwell Common Preschool
 Charity registered number 1031336
 Receipts and Payments Account for the year ended 31st March 2021

RECEIPTS	2021	2020
Income	74249	71207
Total Receipts	<u>74249</u>	<u>71207</u>

PAYMENTS

Wages, inclusive of taxes and pensions	59730	66249
Rent	5568	11665
Insurance	473	0
Consumables, Refreshments & Equipment	3179	2982
Administration	216	232
Trips & Activities	0	1227
Christmas Party	113	142
Training & Courses	0	585
Membership - Ofsted	0	50
Independent Examination	120	120
Professional Fees	127	234
Outsourcing of Services	2077	0
Bad Debt Write Off	0	0
Total Payments	<u>71603</u>	<u>83486</u>
Excess of Payments over Receipts	2646	-12279
Opening Balances	45307	57586
Closing Balances	<u>47953</u>	<u>45307</u>

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST MARCH 2021

ASSETS

Debtors	4100	5205
Balance at Bank	14916	4438
Balance on Deposit	28936	35544
Cash in Hand	0	120
	<u>47952</u>	<u>45307</u>