

TRELOWAN PRESCHOOL

Trustee's Annual Report
September 2020 - August 2021

Charity name - Trelowan Preschool

Charity no - 1031344

Address - Trelowan Preschool
Treverbyn Rise
Penryn
Cornwall
TR10 8RA

Telephone - 01326 378377

Email - trelowanpreschool1@btconnect.com

Trustees - Christine Lucas (chairperson)
Lisa Head (treasurer)
Tina Nelmes (secretary)
Tracey Marsh
Victoria Nurse
Carol Allen

Contact - Carol Allen (at above address and telephone number).

Beneficiaries

- The children
- The families
- Employees (employment, training, self development)
- Students/trainees

Recruitment and appointment of new trustees

New trustees are recruited from the families whose children attend Trelowan Preschool. Affiliate membership is open to those individuals who are interested in supporting the preschool. All trustees voted in at the AGM are subject to DBS checks and completed EY2 applications through Ofsted. All families of children attending the nursery are invited to attend committee meetings.

The Team

Regular supervisions ensure that the team are supported and their training needs are identified, however team members are encouraged not to wait for supervisions if support is needed. Two members of our team have been on long term sick leave, one will return to work in September, the other has decided not to return and has now resigned. There are two new members of the team this year. One is doing an apprenticeship and will leave us when it is completed in July 2022, to go on to university.

Over View

This year has still been impacted by the covid pandemic. We have continued to limit visitors into the preschool and all visits by new families are arranged out of preschool hours.

Aims and Objectives

The preschool's aim is to provide care and education for early years children, building firm foundations and enabling their school readiness. Our objectives are to enhance the development and education of these children. We work closely with parents to understand and provide for the needs of the children and their families. The preschool receives Government funding for children after the term in which they are three years old. Early Years Pupil Premium (EYPP), 30 hours funding and funding for 2-year olds has also been received this year.

We have continued to work with schools and colleges, providing placements and work experience for students from Truro College, Penryn College and Falmouth School.

Trelowan Preschool has the support of the Early Years Advisory Teacher and the Early Years inclusion team, who help review and evaluate our practice and suggest any improvements needed. The Trelowan team work closely with parents and outside professionals, such as the speech therapists, the early years inclusion team, the physiotherapy team and the teacher for the deaf to ensure that the children and their families get the support they need.

This year the children have again benefitted from working with a French teacher and a Yoga teacher. EYPP was used towards the cost. These sessions were postponed when covid restrictions were applied.

Financial report

The Preschool Manager maintains the financial records. They are reviewed and audited by the Preschool Treasurer and an independent body (Mrs Christine Francis).

Accounts balance for 2019/2020

Balance (1st Sept 2019)	£ 31,210.50	Expenditure	£ 84,669.42
Income	£109,982.32	Balance (31st Aug 2020)	£ 56,523.40
	£141,192.82		£141,192.82

Accounts balance for 2020/2021

Balance (1st Sept 2020)	£ 56,523.40	Expenditure	£ 88,203.70
Income	£ 80,124.96	Balance (31st Aug 2021)	£ 48,445.16
	£ 136,648.		£ 136,648.

The main source of income is from the fees and government funding for two-, three- and four-year-olds, which is £78,230.78. The main expenditure of £73,679.12 is the staffing costs, including wages, pension, training and payroll. The total utilities costs were £2,180.12 and the property maintenance was £2205.47, which included having the outside of the preschool decorated and fire safety servicing.

There were no donations and fundraising this year.

Future Plans

It is our continued plan to investigate funding to enable our outdoor facilities to be improved, such as shelters/canopies to be installed to give relief from the weather for both children and parents. We will also be organising events, involving the children and their parents in order to help raise funds.

In order to ensure that our preschool is accessible to all of the families in the community, it is our intention to keep the costs as low as is financially sustainable. However due to a rise in costs in all areas of the preschool the fees will be increased in September 2021.

In addition to continuing the existing activities we are aiming to continue supporting parents by involving them in their child's preschool life. We hope to continue with our parent workshops/stay and plays, which were successful in encouraging parental involvement and promoting how children learn through play. The children enjoyed bringing their parents to work with them and involving them in their experiences. However, this will be dependent on Covid and our own risk assessments.

To further enhance the children's experiences, extend their learning and build confidence we will continue to provide weekly French lessons, sport and yoga sessions. However, this will need to be regularly reviewed as outgoings continue to increase but the government funding does not. This will also depend on Covid and our own risk assessments.

Treilowan Pre School 2020/21 (September - August)

Balance Sheet

<u>Category</u>	<u>Income</u>	<u>Expenditure</u>
Fees	15,180.50	29.00
Comwall Council	63,050.28	
Wages		70,263.11
Electricity		1,216.15
Water		313.66
Telephone		650.31
Insurance		1,200.71
Building		1,653.99
Repairs / Garden		302.40
Equipment	49.68	2,360.71
Training		240.00
Fire		249.08
Registration		214.35
Petty cash		400.00
Uniforms	844.50	568.22
Transfer		5,000.00
French Teacher		161.00
Payroll		675.68
Apprenticeship	1,000.00	
Pension		2,500.33
Yoga Instructor		205.00
<u>Total income</u>	<u>80,124.96</u>	
<u>Total expenditure</u>		<u>88,203.70</u>
<u>Net profit / loss</u>	<u>(8,078.74)</u>	

TRELOWAN PRE-SCHOOL BALANCE SHEET 1 SEPTEMBER 2020 – 31ST AUGUST 2021

INCOME

Balance as at 1 Sept 2020	56523.40
Fees	15180.00
Cornwall County Council	63050.28
Equipment	496.68
Uniform	844.50
Apprenticeship	1000.00

EXPENDITURE

Wages	70263.11
Fees	29.00
EDF	1216.15
SWW	313.66
BT	650.31
Insurance	1200.71
Maintenance	1653.99
Garden/repairs	302.40
Equipmenr	2360.71
Training	240.00
Fire Equipment	249.08
Registration	214.35
Uniform	568.22
French Tutor	161.00
Yoga Tutor	205.00
Pension	2500.33
Payroll	269.60
Bank Transfer	5000.00
Petty Cash	400.00
Balance as at 31 Aug	48445.16

£136647.86

£136647.86

Balance as per Cash Book £48445.16

Balance as per Bank Statement £48445.16

I certify that this is a true record, as presented to me, of Trelowan Pre-School accounts for 1st September 2020 to 31st August 2021

C.J. Francis

Christine Francis

1st June 2022

1st June 2022