

Charity Registration Number: 1033572

**ST ANDREWS METHODIST CHURCH
PRE SCHOOL PLAYGROUP
Trustees Annual Report
and Financial Statements
For The Year Ended 31 July 2024**

ST ANDREWS METHODIST CHURCH PRE SCHOOL PLAYGROUP

CONTENTS

	Page
Members of the Board and Professional Advisers	2
Trustees Annual Report	Insert
Independent Examination	3
Receipts and Payments Accounts	4
Notes to the Financial Statements	5

ST ANDREWS METHODIST CHURCH PRE SCHOOL PLAYGROUP

MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS

Registered Charity Name St Andrews Methodist Church Pre School Playgroup

Charity Number 1033572

Registered Office St Andrews Methodist Church
Trent Road
Oldham
OL2 7QU

Trustees Linda Bowker
Victoria Oxley
Lesley Perry
Richard Frederick Toms
Patricia Ann Toms

Accountants Community Accounting Lancashire C.I.C.
Foxfields
9 Norley Close
Chadderton
Oldham
Lancashire
OL1 2RA

Bankers CAF Bank
25 Kings Hill Avenue
Kings Hill
ME19 4JQ



Trustees' Annual Report for the period

	Period start date			Period end date			
From	1	8	2023	To	31	7	2024

Section A Reference and administration details

Charity name **St. Andrew's Methodist Church Pre-school Playgroup**

Other names charity is known by **St. Andrew's Pre-school Shaw
St. Andrew's Pre-School Playgroup**

Registered charity number (if any) **1033572**

Charity's principal address **St. Andrew's Methodist Church
Trent Road, Shaw
Oldham
Postcode **OL2 7QU****

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	Mrs Linda Bowker	Chair		St. Andrew's Church Council
2	Miss Victoria Oxley	Pre-school Manager		St. Andrew's Pre-school Committee
3	Mr Richard Toms			St. Andrew's Church Council
4	Mrs Patricia Toms	Community Representative		St. Andrew's Pre-school Committee
5	Mrs Lesley Perry			St. Andrew's Church Council
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

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 (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Some trustees are appointed by St. Andrew's Methodist Church Council and some elected by the Pre-school AGM. The Manager is appointed by the Pre-school Committee.

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.

The charity is managed by the Pre-school Committee which reports to the Church Council of St. Andrew's Methodist Church. The Pre-school Committee is involved in the appointment of staff, formulation of policies and financial administration. The Charity operates under the umbrella of the Methodist Church and adheres to its Living Wage policy and its Safer Recruitment guidelines.

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

To enhance the development and education of children primarily under statutory school age in a caring environment with a Christian ethos by:

- offering appropriate play, educational and care facilities for all children regardless of race, culture, religion, means or ability
- supporting all children to develop their potential while following the Early Years curriculum in order to attain nationally approved learning goals and so progress to the national curriculum at the age of five years.

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)

The trustees have regard to the guidance issued by the Charity Commission on public benefit, and discuss this at our trustees meetings where we plan and make decisions for the carrying out of our activities to which the guidance is relevant. The public benefit is at the heart of St. Andrew's Pre-school's object – to provide excellent early years education and development for local children between two and five years. Our main activities are driven by the early learning areas – namely Communication and Language Development, Physical development, Personal, Social and Emotional development, Literacy, Mathematics, Understanding of the World and Expression in Art and Design.

Children may attend on three days a week (Mon, Wed, Fri). Each day consists of a morning and an afternoon session. Admissions are accepted from the age of 24 months.

The modes of learning include one-to-one, pair work, group activities, role-play, outdoor play, IT.

Observation and assessment are key components of the Pre-school Practitioners' role. The Tapestry tablet-based system for assessment and recording of children's progress is now in place. A keyworker system is in place. There is very close liaison with local authority early years advisers and especially with special or additional needs co-ordinators if appropriate for specific children. Transition reports are prepared for those children moving on to reception classes in schools.

Parents are kept informed via Tapestry Learning Platform as well as through face to face contact and printed matter. Parents are invited to elect a representative to join the Pre-school Committee on an annual basis.

The trustees meet regularly each term and more often if necessary. An AGM is held each autumn to which all parents are invited. Up to two trustees are appointed by this meeting as community representatives. This is one way in which the trustees can maintain their regard for the public benefit purpose which underlies all that Pre-school undertakes.

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.

With the exceptions of the Pre-school Manager, all the trustees are volunteers and this has been the case since the charity began in 1968. Since that time these voluntary trustees have made an outstanding contribution to the Pre-school's enduring success.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

The charity continued to provide a high quality of care, education and development opportunity for up to 40 children between the ages of 24 months and five years. The pre-school adheres to the early years foundation stage statutory framework, is Ofsted registered and a member of the Early Years Alliance.

Staffing and Committee Management have been stable throughout the year.

Staff training continues to be ongoing and all staff have full and relevant qualifications at NVQ Level 3 or above or working towards and all have paediatric first aid training and certificates.

The Tapestry - a tablet-based system for recording and assessment continues to be well embedded into the Pre-school practice.

Section E Financial review

Brief statement of the charity's policy on reserves

The charity has a policy to hold a minimum of 3 months running costs in our free reserves (unrestricted funds).

Details of any funds materially in deficit

None

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 expenditures are staff wages (the Pre-school is a Living Wage employer), a contribution to St. Andrew's Methodist Church towards the building overheads and upkeep, and the costs of replacing outworn resources and acquiring new resources. This expenditure is key to enabling the charity to fulfil its objectives.

The principal source of funds are the Early Years grant for 3 year olds and qualifying 2 year olds, with lesser contributions of fees from non grant-aided service users.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	Linda S. Bowker	
Full name(s)	Linda Bowker	
Position (eg Secretary, Chair, etc)	Chair of Committee	
Date	24/9/24	

ST ANDREWS METHODIST CHURCH PRE SCHOOL PLAYGROUP
REPORT TO THE MEMBERS ON THE UNAUDITED FINANCIAL STATEMENTS OF
ST ANDREWS METHODIST CHURCH PRE SCHOOL PLAYGROUP

YEAR ENDED 31 JULY 2024

I report on the accounts for the year ended 31 July 2024 set out on pages 4 to 6.

Respective Responsibilities of Trustees and Examiner

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

The charity's trustees consider an audit is not required for this year under section 144 of the 2011 Act, and that an independent examination is needed.

It is my responsibility as independent examiner to:

- ~ examine the accounts under section 145 of the 2011 Act
- ~ follow the applicable Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act, and
- ~ to state whether particular matters have come to my attention

Basis of Independent Examiners Report

My examination was carried out in accordance with the 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 of 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 I do not express an audit opinion on the accounts.

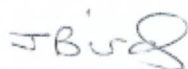
Independent Examiners Statement

I have completed my examination for the year ended 31 July 2024.

I can confirm that no material matters have come to my attention 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 2011 Act or
- ~ the accounts do not accord with the accounting records to comply with the accounting requirements of the 2011 Act

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.



19th December 2024

Miss Jacqueline Bird F.M.A.A.T.
Community Accounting Lancashire C.I.C.
Foxfields
9 Norley Close
Chadderton
Oldham
OL1 2RA

ST ANDREWS METHODIST CHURCH PRE SCHOOL PLAYGROUP

RECEIPTS AND PAYMENTS ACCOUNTS

YEAR ENDED 31 JULY 2024

	Unrestricted Funds 2024	Restricted Funds 2024	Total Funds 2024	Total Funds 2023
	£	£	£	£
RECEIPTS				
Grants:				
Funding (2 & 3 year olds)	41,540	-	41,540	57,202
SEN Funding	3,000	-	3,000	22,024
Session Fees	9,692	-	9,692	6,110
HMRC (Maternity Pay Reimbursement)	5,275	-	5,275	4,596
NMRU Milk	17	-	17	127
Fundraising & Donations	293	-	293	375
Photograph Commission	-	-	-	-
Uniform	244	-	244	21
Interest Received	84	-	84	81
Other Income	<u>2,860</u>	<u>-</u>	<u>2,860</u>	<u>-</u>
TOTAL RECEIPTS	63,005	-	63,005	90,536
PAYMENTS				
Salaries Costs	53,481	-	53,481	74,096
Temporary Staff Cover	48	-	48	-
Recruitment Costs	-	-	-	-
Payroll Costs	1,020	-	1,020	1,540
Training & Courses	380	-	380	500
Pre-School & Nursery Supplies	408	-	408	791
Nursery Equipment	-	-	-	33
Office and Computer Supplies & Equipment	-	-	-	456
Computer Repairs	-	-	-	-
Food, Fruit & Snacks	47	-	47	21
Milk	64	-	64	227
Uniform & Clothing	461	-	461	-
Photographs	-	-	-	-
Broadband & Telephone	692	-	692	633
Website, Publications & Software	163	-	163	137
Printer Lease	720	-	720	540
Copier Costs	215	-	215	480
Rent & Overheads Contribution	5,700	-	5,700	6,405
Premises (Gardens, Repairs & Maintenance)	200	-	200	503
Waste & Rubbish Removal	287	-	287	287
Cleaning Costs	30	-	30	45
Leaving Gifts & Flowers	-	-	-	-
DBS Checks	62	-	62	50
Subscriptions	452	-	452	368
Fundraising & Donations	-	-	-	-
Bank Charges	60	-	60	60
Other Expenditure	<u>72</u>	<u>-</u>	<u>72</u>	<u>77</u>
TOTAL PAYMENTS	64,562	-	64,562	87,249
Net Receipts/(Payments)	(1,557)	-	(1,557)	3,287

ST ANDREWS METHODIST CHURCH PRE SCHOOL PLAYGROUP

RECEIPTS AND PAYMENTS ACCOUNT

YEAR ENDED 31 JULY 2024

	Total Funds 2024 £	Total Funds 2023 £
Cash Funds brought forward at 1 August 2023	50,747	47,460
Cash Funds as at 31 July 2024	<u>49,190</u>	<u>50,747</u>
REPRESENTED BY:		
BANK	49,145	50,725
CASH	45	22
	<u>49,190</u>	<u>50,747</u>

The financial statements were approved by the Trustees on the 18th of December 2024 and signed on their behalf:

Linda S. Bowker

LINDA S BOWKER
Trustee

ST ANDREWS METHODIST CHURCH PRE SCHOOL PLAYGROUP

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2024

1. Receipts and payments accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context “cash” includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.