



Trustees' Annual Report for the period

	Period start date				Period end date		
	Day 01	Month 09	Year 2023		Day 31	Month 08	Year 2024
From				To			

Section A

Reference and administration details

Charity name	SCALLYWAGS PRE-SCHOOL (Halwill)
Other names charity is known by	
Registered charity number (if any)	1033643
Charity's principal address	The Jubilee Suite, The Parish Hall, Halwill Junction, Beaworthy, Devon Postcode EX21 5XR

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	Lorna Prickett Treacy	Chairperson from 30/9/2021		
2	Hayley Potter	Vice Chair from 21/10/2020 And Secretary from 25/05/22 – 22/09/2023		
3	Rebecca Hutton	Secretary	Current from 25/09/2023	
4	Camilla Clifford	Treasurer	Current Trustee from 25/09/2023	
6	Natasha Hawkins	Treasurer from 25/05/22 – 25/09/2023		
7	Stacey Bellamy	Safeguarding		
8	Rebecca Garrard		Current from 21/05/2024	
9	Michelle Parsons		25/09/2023 to 20/02/2024	

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)

Play Leader – Lorraine Crocker. Administrator Penelope Channing

Section B Structure, governance and management

Description of the charity’s trusts

Type of governing document (eg. trust deed, constitution)	Pre-School Learning Alliance Constitution (now Early Years Alliance)
How the charity is constituted (eg. trust, association, company)	Pre-School
Trustee selection methods (eg. appointed by, elected by)	Elected from Membership

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • 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. 	<ul style="list-style-type: none"> • We are members of the Early Years Alliance (formerly Pre-School Learning Alliance) who offer training and support in respect of all areas of operating a pre-school business/charity • “Roles & Responsibilities” training provided by Early Years Alliance is available to new committee members. • New committee members are given an information pack, including details of roles and example calendar of year’s events, activities and tasks which are required to be done • Pre-school employs a part-time Administrator who deals with funding claims, finance, admission of new children and record-keeping, including keeping up to date with changes to procedures and legislation relating to a pre-school. • Administrator provides a continuous link when committee changes. • Administrator and committee office holders regularly exchange information and Administrator seeks authority from committee office holders re financial transactions. • We have procedures in place for authorisation of online banking transactions to be carried out • Treasurer and Administrator work together on financial matters eg budgets and record-keeping, ensuring that no one person has ability to make transactions independently. Good system of cross-checking and overseeing accounts records
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Summary of the objects of the charity set out in its governing document

- To follow the curriculum for the Early Years Foundation Stage, providing quality care and education for 2-5 year olds, giving all the children the opportunity to develop their potential and make progress towards the Early Learning Goals; to enable the children to develop their independence, make friendships and have fun learning through play.
- To support parents and to work in partnership with them while their child is at Scallywags.

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 Charity offered 30 hours childcare and education per week within school term time from 9.15am-3.15pm Mon – Fri plus an extra hour either side where there was demand. The sessions provide Early Years Foundation Stage education for 2-5 year olds. We reserved the right to close sessions if there was inadequate uptake to make it financially viable to open, however we only had to close on one day due to extreme weather; in this situation, alternative sessions within the week were offered to families so they did not lose out. Part day and full day sessions are available; we try to accommodate all requests if at all possible. We have an Admissions Policy which explains how we allocate places if we should ever be oversubscribed.

We have very close links with the neighbouring primary school, where most of the children attending the pre-school will move on to.

Our staff undertake regular statutory and voluntary training, including Paediatric First Aid and Safeguarding. We keep up to date with changes in legislation so that we can provide a relevant service to our users.

As part of our service, we offer help to parents and support them with any additional needs their child may have (either known before they arrive at pre-school or becoming apparent during their time with us), e.g. liaising with other professional and health bodies.

We support families by providing information and links to advice and financial support services.

Trustees have due regard to the guidance issued by the Charity Commission on public benefit when allocating funds.

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.

The parents of the children will sometimes volunteer to assist the staff. In the last year we also accepted 1 young person on a work experience placement for 1 week. We were pleased to support them in their learning experience.

Committee, parents and staff work closely together on fundraising activities; this not only brings in essential additional income, but helps to build friendships and support networks, often carried through the later school years.

In the last year we replaced all the flooring in our setting with much better-quality materials to create a smarter and more aesthetic and hygienic environment. Problems with the setting roof leaking were also finally resolved in 2024 with the roof being repaired and then replaced during the summer holidays (paid for by the Trustees of the building (Halwill Parish Hall)

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

During 2023-24, 31 children aged 2-5 years attended the pre-school. We were open for 38 weeks (approx. 1340 hours in total)

We open for 38 weeks to enable families to claim their Government funding (2-year-old targeted & working entitlement funding where eligible, 3 & 4 year old universal funding and 30 hours working entitlement funding for eligible 3 & 4 year olds). We also offer spaces to children who are not yet eligible for funding, and extra paid-for sessions to those who require additional hours above their funded entitlement.

The Committee, staff and the families using our pre-school work hard to fundraise and to secure grants towards the costs of running the pre-school, and for special projects and events. We are proud that our pre-school feels like an extended family, working closely together to give the children the best opportunities. This year we raised almost £6000

Funds from fundraising, grants and donations have been used towards improving the setting, for equipment, and experiences (e.g. Soft Play outside educator) and for IT equipment, including 3 new laptops). We consider carefully how expenditure and purchase of equipment will benefit the Charity, in particular the children who use our services.

In May this year we were inspected by Ofsted. Whilst Safeguarding and many other aspects of the provision were assessed as good the overall result was not as favourable as we hoped with a final assessment of 'Needs Improvement' in particular with regard to SEN provision. We are working hard to rectify this with support from advisors and partners.

Section E

Financial review

Brief statement of the charity's policy on reserves

The reserves of Scallywags Pre-School are to be managed and prioritised in the following way:

- (1) Redundancy and half a term's running costs
- (2) Balance of reserves held for general use.

The balance of reserves is there to be used to keep the pre-school active should there be a downturn in numbers attending, however it should not need to be used on a regular occurrence.

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

The Charity's principal source of income is from Devon County Council Early Years Education Funding.

Families who are not yet entitled to funding, or those who wish to attend additional hours, will pay an hourly rate to attend sessions. The hourly rate is reviewed at least annually and is considered carefully (taking into account local competitors' rates and running costs).

Additional funds are raised from small, locally held events throughout the year, such as donations, money raised from bingo and sponsored events. We are grateful for the support of local businesses and organisations who donate to our funds from time to time.

This year we made an overall loss of £4994.61. This was to pay for the new flooring in our setting, the decision having been made to cover this,

adopted.

with reserved funds that had built up over the previous 2 years, as it was a vital improvement to the setting. (Without that cost we would have been in profit) Also, the increase in NMW caused our wages bill to be considerably higher than the year before. Finally, the additional hours that we currently offer in addition to the standard 30 hours per week are not financially cost effective in themselves. However, we know that they offer a vital source of childcare to several of our families, who might otherwise go elsewhere or not be able to take up sufficient employment to be eligible for funding. We anticipate that the next year may be more productive due to the increase in funding available for working parents, which brings in higher revenue than for fee paying children. Although we are yet to find out what NMW increases will look like in 2025.

Section F Other optional information

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Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	P A Channing	L Prickett Treacy
Full name(s)	PENELOPE ANNE CHANNING	Lorna Prickett Treacy
Position (eg Secretary, Chair, etc)	ADMINISTRATOR	Chair of Trustees
Date	26/09/2024	

SCALLYWAGS PRE-SCHOOL (HALWILL)
ACCOUNTS FOR YEAR ENDING 31st August 2024



GENERAL INCOME:

Fees	£ 12,859.95
DCC Funding	£ 68,785.71
Fundraising/Donations	£ 7,302.02
Bank interest	£ 554.70
Other (uniform, refunds, donation for onward payment to Crackerjacks Charity)	£ 83.60

GENERAL EXPENSES:

Wages (inc holiday pay, Tax, NI, Pension contributions)	£ 73,054.65
Rent (Halwill Parish Hall)	£ 5,359.00
Utilities (mobile phones & broadband)	£ 842.33
Food & Drink	£ 618.81
Consumables (paper, printing, resources, bathroom supplies, cleaning)	£ 664.41
Equipment & Buildings (incl toys)	£ 3,479.33
New Flooring	£ 5,796.00
Office admin costs (inc Payroll service)	£ 1,181.75
Training	£ 416.89
Other (inc Ofsted Fee & payment to Crackerjacks Charity)	£ 723.93
Fundraising expenses	£ 1,305.31
EYA Membership, insurance & subscriptions (inc EYA & Twinkl)	£ 1,138.18

TOTAL INCOME: **£ 89,585.98**

TOTAL EXPENDITURE: **£ 94,580.59**

OPENING BALANCES:

Bank Account at TSB	£ 18,314.30
Redundancy & Closure Account	£ 22,638.06
Reserves Account	£ 10,513.00
Buildings and Equipment Account	£ -
Cash in hand (petty cash)	£ 20.00
	£ 51,485.36

CLOSING BALANCES

Bank Account at TSB	£ 8,560.99
Redundancy & Closure Account	£ 22,953.93
Reserves Account	£ 14,955.83
Buildings and Equipment Account	£ -
Cash in hand (petty cash)	£ 20.00
	£ 46,490.75

£141,071.34

£141,071.34

Deficit for year 2023-24 **-£4,994.61**

I have prepared the above accounts with the information provided by the committee and certify them to be correct to the best of my knowledge and belief.

Pennie Channing
Administrator

Milly Clifford
Treasurer



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Scallywags Pre-School, Halwill

On accounts for the year ended

31st August 2024
Charity no (if any) 1033642

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31-08-2024

Responsibilities and basis of report

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").

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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (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:

07-11-2024

Name:

Mark Ley

Relevant professional qualification(s) or body

(if any):

Address:

LAKE UCCA, MALWILL JUNCTION,
BEAWORTHY, DEVON,
EX21 5XS



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).

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

NONE

Date: 07-11-2014

Signed:

Name: Mark Ley

Name:

Relevant professional qualification(s) or body

Relevant professional qualification(s) or body