



Section A

Independent Examiner's Report

Report to the trustees

Warborough Playgroup

On accounts for the year ended

31st March 2022

Charity no (if any)

1037228

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 DD / MM / YYYY.

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

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.

Signed:

Tracy Ansell

Date:

31.10.22

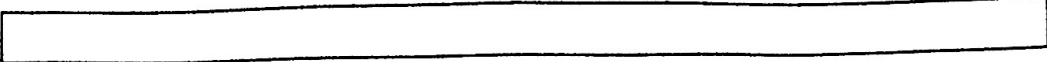
Name:

Tracy Ansell

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

Address:

Lower Berrick Farm, Berrick Salome. OX10 6JL



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.

WASPS AGM meeting 30th November 2022

Attendance:

Hazel (Chair)
Flo (Treasurer)
Rachel Secretary)
Synetta
Gill
Charlotte
Amelia

Welcome & Apologies

Kate (Co-Chair) sends her apologies

Previous Minutes

All members reviewed and adopted the previous AGM 2021 minutes.

Chairs Report:

- See attached.

Financial Report:

- See attached
- 2021 was the Covid-19 year, this current report looks like we have made good profit, this is due to it being compared to the covid year.
- Surplus £11,000 so bank account is back up as we were £3,800 down last year.
- Grants were good last year
- Course fees are down
- First aid is for staff is due January 2023. Need 12 people to make it worth the cost so if any committee members are interested let Synetta know.
- Heating and Water costs have been high. Synetta discussed plastic curtains to try and reduce heat loss with the doors open. This is currently in discussion; cost is around £300.
- Wages have increased. 2021 figures show furloughed staff. Judith is on leave, and we have managed to recruit to replace her, Beth is on sick leave, and will be moving to Maternity leave.

Appointment of Committee Members:

- All committee members officially voted in with named positions:
- Hazel- Chair- Synetta (1st Nominate) Charlotte (2nd Nominate)
- Rachel- Secretary- Hazel (1st Nominate) Flo (2nd Nominate)
- Flo-Treasurer- Hazel (1st Nominate) Synetta (2nd Nominate)
- Current committee members – Charlotte, Gill, Amelia (New member, Rachel to send docs)
- Kate has decided to step down from the committee.

AOB:



- Beth will be having a baby soon and we would like to organise a collection. Amy has started a collection. The committee have done a separate collection, please contribute if you would like to.
- Please can all committee members ensure they have completed a DBS.
- Santa Village Run- We need 8 people to go around with the sleigh and shake buckets door to door. The run will start at the Kingfisher pub at 5pm and finish around 7:30 pm. Please let us know if you are available.
- Tractor tyres needed for sensory garden- Gill is happy to source these and keep for us when we are ready.
- We need to look into getting our name down for the fireworks in Wallingford for 2023
- We need a day to be able to do the raffle outside the school. Flo is selling tickets around the village. Flo/Gill/Rachel will stand outside the school.
- The raffle draw will be held at the pre school Friday 9th December @ 3:15pm. Parents are welcome to the draw if they want to attend.
- A notice needs to go out to let parents know when we are selling tickets and doing the draw. Synetta will let pre school parents know. Hazel will let the school parents know through Lucy at the school.
- We don't have to pay for the fence, a grant has been agreed.
- Can all raffle tickets be returned by Tuesday 6th December.

Action Required:	Whom By:	Date to be completed:
Interest in First Aid Course	All Committee Members	ASAP
Check on higher interest account for restricted funds	Synetta Howes	ASAP
Check if Judith's payments are correct and confirm if 27 weeks are working weeks.	Synetta Howes	ASAP
Send New Committee member docs to Amelia	Rachel Pike	ASAP
Ensure we all have DBS	All Committee Members	ASAP
Get name down for Wallingford fireworks 2023#	??	Summer 2023
Ensure parents are aware of raffle selling and draw dates.	Synetta/Hazel	ASAP



W A S P S

16 Thame Road, Warborough, Oxon, OX10 7DX
Registered Charity no 1037228

AGM Chair report 2022

It has been a year of change for WASPS, with both new committee members and staff changes.

Attendance

The setting remains very well attended for both daytime and afterschool sessions. With Eighteen 4 years olds moving up to school in September just gone, we worked hard to promote the PreSchool through the village magazine and social media adverts, with a great result of new joiners starting in September, and additional intake due in January. It is encouraging to see many new two year olds joining, who will hopefully be with us for the duration until ready for school in a couple of years time.

Both Easter and Summer club remained popular this year, bringing in children that both routinely attend the setting and others. A lot of fun was had by all, and the staff did a fantastic job of engaging and entertaining the wide age range of 2 to 11 years that attended the sessions.

Over the course of the past year, fees have been increased to £5 per hour. There has been a huge increase in day-to-day items needed to keep the setting open, such as food and activity resources, and unforeseen increase in energy prices. As a charity, we want to ensure we are accessible to all, however in order to keep our doors open we had been in the unfortunate position of needing to implement several rate increases, the latest of which will come into effect in December.

Staffing

This year saw a lot of change in staffing, first with the departure of Maddie following her wedding and relocation, Joey who left to pursue a new career in the police force, and Kelly who left to work independently as a childminder. We've been sorry to see them go, and I'd like to take this opportunity to thank them for all their hard work and commitment over the years. We are delighted to have welcomed Amie as Deputy Manager, Hannah as SENCO and Faith and Amy who have all joined the setting this past year. We are also happy to have recruited Amelia, who will be joining us in January, covering core hours as well as after school sessions.

We are sorry to see Judith, our long serving SENCO, remain on long term leave as she manages her health. We wish her well and a good recovery, and hope to see her back in the setting in the coming year.

A huge congratulations to Beth who successfully complete her NVQ level 3 to become a fully qualified member of staff in July. We also wish Beth, who is on leave and due her third child in December, the best of luck and a happy and healthy new arrival.

We were all shocked with the (thankfully temporary) illness of our Manager, Synetta through May-September. Here in the setting one day, in hospital undergoing major surgery the next, her absence was certainly felt by all the staff and committee. Amie bravely stepped up to manage the setting, learning as she went with support from the committee, and Synetta herself from her hospital bed. Amie did an amazing job not only keeping the setting rolling on, but also managing new staff, the room and keeping the children engaged with new activities everyday. On behalf of the parents,

committee and the children, I would like to say a huge thank you to both Synetta and Amie, for everything that you do here.

Committee changes

We have had a number of long serving committee members step away this year, including previous Chair **Felicity**, Treasurer **Mel**, Secretary **Sophie**, Lauren and Jo - I thank them for everything they have done for the preschool. We have also had several new members and change of roles in the committee, including myself joining this year as Chair, **Gill**, **Rachel** as Secretary, **Flo** as treasurer, and **Kate** as vice chair. I took up the chair position at the start of this year, and could not have done it without the support of Sophie and Kate in particular. I am so thankful for all your support.

Our role as a Committee goes beyond just fundraising. We are a Management Committee - with overall responsibility for all areas of WASPS, from safeguarding the children, to staff recruitment and buildings maintenance. Our aim is to ensure we provide a safe and stimulating environment for our children, where they can learn, thrive and be happy. Integral to this is providing Synetta and the team with the support they need to effectively manage the setting on a day-to-day basis and provide the best care possible for our children. They do a fantastic job, and I'd like to take this opportunity to thank them for all their hard work over the last year.

Fundraising

As a charity, we rely on fundraising and the generous support of friends, family and the community to be able to make improvements to the setting, including buying new toys and equipment. The past year has been a relatively low year for fundraising – but as we recovered from COVID practices we have been able to engage the community with a bake sale in March, and an Easter Trail around Warborough, and a smarties tube fundraiser, all of which were successful in raising both spirits and money for minor improvements around the preschool. Our attention for the coming year now turns to fundraising for the development of a sensory garden, in the newly donated land which will become part of the preschool plot. To kick this off, a Christmas raffle is well underway with ticket sales still ongoing, and the committee members will be shaking our collecting buckets with the annual visit from Santa around the village on 15th December.

Facilities

We are always looking at ways to improve our facilities for both staff and children; Parents have kindly donated their time and tools to cleaning the yellow brick road, and cutting back the trees lining the walkways/playing area on the entrance to the preschool. The garden saw a lot of use over the warmer months, and as a result had to be re-seeded during the October Half Term, ready for the children to use in the coming spring. In addition to the outside areas, we saw maintenance activities, repairs and replacements inside including a new dishwasher, door locks and computer equipment.

Rectory Homes donated a plot of land adjacent to the preschool, to the church. This, in turn, has now been transferred and is part of the lease for the preschool to use. This is a wonderful opportunity to expand our setting and develop a fantastic sensory garden and growing beds, however the additional land comes with additional maintenance responsibilities. Looking ahead, we

will be creating a gate and opening up this land, making it a safe and engaging space for play and learning.

With the development of the new adjacent carpark, it is now safer and easier to get children out of cars and into the preschool, however there was some temporary disruption with the preschool fencing being broken. This was immediately addressed by the committee and staff, and whilst temporary fixes were in place the area became unusable for the children. I'm happy to confirm that the fencing is now fixed, and we have seen planting taking place to help shield the preschool playground/walkway, from the carpark.

Ofsted

It has been 5 years since our last Ofsted inspection. Synetta, Amie and the team have been preparing for an imminent inspection, and committee will continue to work closely with them. It is difficult to know when it may happen, and we know Ofsted are still catching up with delayed inspections from COVID lockdowns, however as it has been a long time since the last inspection we could expect it any day. Inspectors are keen to talk to Staff, Committee and Parents to make their assessments, so we should all be prepared.

And finally...

The staff at the preschool do an amazing job, running the setting, caring and nurturing for our children, but they cannot do it without the support of a full and dedicated committee. We need more parents to join us, to take roles in fundraising, maintenance, and general support for the setting. It can be hard work, but so rewarding and we have a lot of fun along the way. Please do consider joining the committee, and help the setting to thrive.

One final thank you to Synetta and all the team at the preschool. Your hardwork and dedication over the past year has made WASPS happy, caring and nurturing setting that it is.

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2022

	2022			2021		
	Unrestricted Funds	Restricted Funds	TOTAL	Unrestricted Funds	Restricted Funds	TOTAL
OPERATING INCOME						
Fees and certificates	149,738		149,738	96,495		96,495
Bad Debts Written off	0		0	0		0
Grants received	2,140		2,140	15,070		15,070
	<u>151,878</u>	<u>0</u>	<u>151,878</u>	<u>111,565</u>	<u>0</u>	<u>111,565</u>
EXPENDITURE						
Staff wages	122,479		122,479	96,445		96,445
Course fees	165		165	576		576
Ground Rent	150		150	150		150
Heat/Light/Water/BT costs	4,514		4,514	3,161		3,161
Running costs	8,491		8,491	10,624		10,624
Equipment	3,991		3,991	4,308		4,308
Bank charges	135		135	169		169
	<u>139,925</u>	<u>0</u>	<u>139,925</u>	<u>115,433</u>	<u>0</u>	<u>115,433</u>
OPERATING SURPLUS/(DEFICIT)						
	11,953		11,953	(3,868)		(3,868)
Fundraising net of expenses	1,266		1,266	(663)		(663)
NEW BUILDING FUND						
Bank Interest	0	5	5	0	5	5
Net Income to Fund	<u>0</u>	<u>5</u>	<u>5</u>	<u>0</u>	<u>5</u>	<u>5</u>
FUNDS BROUGHT FORWARD	29,786	14,533	44,319	34,317	14,528	48,845
FUNDS CARRIED FORWARD	43,005	14,538	57,543	29,786	14,533	44,319

BALANCE SHEET as at 31 March 2022

	2022	2021
Deposit account	11,241	11,240
Current account	36,956	36,297
Cash	322	318
Debtors and Prepayments	<u>11,356</u>	<u>512</u>
	59,875	48,367
Creditors	<u>2,332</u>	<u>3,947</u>
	<u>57,543</u>	<u>44,420</u>
Funds		
Unrestricted Funds	43,005	29,887
Restricted Funds	<u>14,538</u>	<u>14,533</u>
	<u>57,543</u>	<u>44,420</u>

Synetta Howes
 Treasurer
 WARBOROUGH & SHILLINGFORD PRE-SCHOOL

