

Pangbourne Valley Pre-school Trustees' Annual Report 2022-2023

Reference and Administration Details

Pangbourne Valley Pre-school (PVPS)

Kennedy Drive,

Pangbourne,

Berkshire RG8 7LB

Tel: 0118 984 1661

enquiries@pvpg.org.uk



Registered Charity number: 1039967

Charity trustees responsible for managing PVPG during and since the end of the financial year.

- | | |
|--------------------|---|
| • Sam Saunders | Chairperson – <i>Appointed 28/11/2023</i> |
| • Rachel Dwyer | Vice Chairperson – <i>Appointed 28/11/2023</i> |
| • Maebh Booth | Treasurer |
| • Katherine Rose | Co-Treasurer – <i>Appointed 28/11/2023</i> |
| • Bethany Hughes | Secretary – <i>Appointed 28/11/2023</i> |
| • Alex Horn | Fundraising Officer – <i>Appointed 28/11/2023</i> |
| • Kate Eggleton | General Committee Member – <i>Appointed 28/11/2023</i> |
| • Francesca Downey | General Committee Member |
| • Daryl Wardle | General Committee Member |
| • Helen Buckett | General Committee Member – <i>Appointed 28/11/2023</i> |
| • Rebecca Farr | General Committee Member – <i>Appointed 28/11/2023</i> |
| • Jenny Kok | <i>Resigned 28/11/2023</i> |

Senior Staff member: Emma Carney (Manager)

Other information

Ofsted Registration 110733

Data Protection PZ933890X

Pre-school Learning Alliance (Membership No 7224)

The Fitzpatrick Building

T. 020 7697 2500

188 York Way

F. 020 7700 0319

London N7 9AD

E. Info@pre-school.org.uk

Note : The charity changed it's name on 11th September 2023 to Pangbourne Valley Playgroup REF 5619143 CRM:0523031

Structure Governance and Management

The pre-school is “owned” by the families that use it. There are usually around 40 to 50 family members – the parents or guardians of all children who attend.

In 2023 the name of the organization changed from “Pangbourne Valley Playgroup” to “Pangbourne Valley Pre-school”. This name change was to better reflect the provision provided, and we are updating our name in relevant places over the next number of months.

Pangbourne Valley Pre-school’s constitution is a standard Pre-school Learning Alliance pre-school constitution.

Pangbourne Valley Pre-school is run on a day-to-day basis by a team of staff including the Manager. Whilst the Manager is directly responsible for organising the staff, the Committee is in fact the employer for staff. Responsibilities for wages, job profiles and contracts fall to the committee.

The Management Committee members and senior staff undertake the recruitment of the staff jointly.

Committee members act as trustees for the charity and are appointed annually at the Annual General Meeting held each Autumn term. The AGM this year was held on November 28th 2023. The majority of the committee are parent volunteers.

Pangbourne Valley Pre-school operates in a purpose-built building in the grounds of Pangbourne Primary schools.

Objectives and Activities

Our objective continues to be to enhance the development and education of children under statutory school age. We have always aimed to offer local children aged 2 to 5 the chance to play, learn and develop through a wide range of activities and social experiences in a safe and happy environment.

During term time Pangbourne Valley Pre-school provides sessions from 7.30am until 3.15pm Monday to Friday. This is an extension to previous hours and was trialed from January 2023 offering an ad-hoc breakfast club to parents who need extended hours. This is in its early days but is proving successful, allowing families who would otherwise leave playgroup to continue.

The sessions are funded by a combination of government grants and parent’s fees.

Achievements and Performance

Enrollments

In the 2022/2023 academic year, we saw a continuation of the 2021/2022 trend of 30ish families on the books in September, increasing through the year to 44 families by the end of the year. This trend has repeated in the 2023/2024 year, and we have a solid roster for September 2024. This is a strong indicator that the pre-school has adjusted to the needs of the village and surrounding areas, now attracting children within an 8 mile radius of the village.

Staffing

Emma Carney continues her role as Manager, having been promoted in July 2022. Emma has done a fantastic job and continues to push the playgroup forward. This is clearly seen in the Ofsted inspection that took place in March 2023, where the playgroup was awarded a "GOOD" result.

As of June 2024, we have 10 staff members, with 2 members of staff returning from maternity leave. With the nearby school closing their Foundation Stage 1 provision from September 2024, the pre-school is expecting a shift in attendance to cover the gap created by the closed service. Due to our flexibility using funding hours, we are anticipating an increased demand for places.

Our practice is constantly evolving in line with best practice and to reflect the children attending at any particular time. The pre-school continues to operate within the staff/children ratios as set down by Ofsted.

Regular parent/staff meetings continue as previously and offer an excellent chance for parents to be involved in their child's early years care and development.

Our Staff pay has been continuing to rise alongside the national wage increase, while we have an increase in children this is sustainable, but keeping competitive salary alongside keeping costs down will continue to be a challenge in future years.

Financial Review Including Fundraising – see annual accounts

In the year from 1 September 2022 to 31 August 2023, the playgroup made a profit of £16,272 compared with a profit of £53,027 in 2021/2022. The profit in the previous year included a large amount of fundraising and grants for the garden project. In comparison to other years the profit of £16 is considerably larger where the averaged a profit was less than £1k. This profit will be put aside and contribute to the fundraising efforts for our new building that we want to install in the next few years.

Fees and Grant Income

Income from both fees and grants totalled £104,757, a decrease from £130,245 in 2021/2022.

As the bulk of this year's income was specific to fees and funded places (in comparison to last year where a significant amount was grants towards a CAPEX project), this is showing that the pre-school's shift in hours, flexibility in use of funded hours, and re-working of staff rotation is combining to make a healthy operating model.

As a comparison, income during covid impacted years such as 2020/2021 and 2019/2020 was £59,247 and £56,117 respectively. Income from 2018/2017 which was our highest income year in the last 10 years was £83,096.

In addition, the effort to reduce the cost of operating has meant that we're able to take a much higher profit of the increased income.

We received £300 from the freemasons for our garden and £250 from the West Berks Council. We also received EYIF and EYPP funding which was used to provide 1/1 care for children purchase materials suited to their specific needs.

Fundraising Report

Fundraising in 2022/2023 raised a total of £1882, which was a decrease from £6,006 raised last year. After a herculean effort for fundraising in the last two years for the garden project, we eased off a little during 2022/2023 and expect to increase the fundraising effort in 2023/2024 as we move to raising funds for a new building.

The committee recognises that as our income has declined, and costs have increased, fundraising becomes ever more important for the charity and are being actively addressed by using new initiatives to raise much needed money for the charity.

The main fundraising events were:

- Christmas Raffle - £310
- Village Fete - £307
- Bridge Collection - £260
- West Berkshire Lottery - £241.50

Declaration

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

Signed on behalf of the charity's trustees

Full Name **Sam Saunders**
Position **Chair**
Date 30/6/2024
Signature 

Full Name **Maebh Booth**
Position **Treasurer**
Date 30/06/2024
Signature Maebh Booth

PANGBOURNE VALLEY PRESCHOOL

Charity Registered Number - 1039967

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST AUGUST 2023

PANGBOURNE VALLEY PRESCHOOL

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST AUGUST 2023**

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PANGBOURNE VALLEY PRESCHOOL

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST AUGUST 2023**

	2023		2022	
	£	£	£	£
Income				
Fees		33,342		35,808
Grants		67,331		47,128
Specific grants		2,044		41,115
CJRS grant		-		-
Donations		78		98
Net fundraising		1,882		6,006
Bank interest		-		-
Other income		80		90
		<u>104,757</u>		<u>130,245</u>
Expenditure				
Wages and NIC	71,364		66,877	
Training	674		725	
Staff uniforms	-		296	
Membership and registrations	272		1,070	
Milk and food	-		-	
Business rates & water	1,047		58	
Lighting and heating	1,809		-	272
Cleaning	455		836	
Insurance	790		1,575	
Admin costs	642		288	
Sundry expenses	213		405	
Repairs and maintenance	1,736		3,358	
IT costs	138		226	
Equipment, toys and consumables	1,801		916	
Printing, postage and stationery	70		-	
Telephone and internet	656		817	
Advertising	72		43	
Building and garden depreciation	6,746			
		<u>(88,485)</u>		<u>(77,218)</u>
Net Profit		<u>16,272</u>		<u>53,027</u>

PANGBOURNE VALLEY PRESCHOOL

**BALANCE SHEET
AS AT 31ST AUGUST 2023**

		2023		2022	
		£	£	£	£
Tangible fixed assets					
Building at cost			42,000		42,000
Accumulated depreciation	Note 1		<u>(42,000)</u>		<u>(42,000)</u>
			-		-
Garden area and equipment at cost			53,964		53,964
Accumulated depreciation	Note 1		<u>(6,746)</u>		<u>-</u>
			47,218		53,964
Toys and equipment at cost			3,807		3,807
Accumulated depreciation	Note 2		<u>(3,807)</u>		<u>(3,807)</u>
			-		-
			<u>47,218</u>		<u>53,964</u>
Current assets					
Debtors		1,284		22,874	
Bank		91,923		69,520	
Petty cash		<u>122</u>		<u>46</u>	
		<u>93,329</u>		<u>92,440</u>	
Current liabilities					
Creditors		744		29,216	
Accruals - wages		<u>12,551</u>		<u>6,208</u>	
		<u>13,295</u>		<u>35,424</u>	
Net current assets			<u>80,034</u>		<u>57,016</u>
Net assets			<u>127,252</u>		<u>110,980</u>
Reserves					
Unrestricted general fund brought forward			109,430		56,403
Surplus/(Deficit) for the year			<u>16,272</u>		<u>53,027</u>
			125,702		109,430
Building re-instatement			<u>1,550</u>		<u>1,550</u>
			<u>127,252</u>		<u>110,980</u>

Note 1 Building and garden depreciated over the remaining term of the lease.

Note 2 Toys and equipment depreciated at 25%.



Section A

Independent Examiner's Report

Report to the trustees/ members of	Charity Name Pangbourne Valley Preschool		
On accounts for the year ended	31 August 2023	Charity no (if any)	1039967
Set out on pages	1-4		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2023.

**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 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:  **Date:** 30/06/2024

Name: Sarah Tram

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

Address: 33 Beech Road
Purley on Thames, Reading
RG8 8DR