



# Trustees' Annual Report for the period

	Period start date			Period end date			
From	01	09	2022	To	31	08	2023

## Section A Reference and administration details

Charity name	St Wulstan's Childcare Group
Other names charity is known by	Wulstan's Lodge Childcare
Registered charity number (if any)	1056507
Charity's principal address	Elmfield Walk
	Stourport on Severn
	Worcestershire
	Postcode <b>DY13 8TX</b>

### 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	Donna Forman	Chair		
2	Clare Roden	Treasurer		
3	Sue Edwards			
4				
5	Joanne Taylor			
6	Andrew Willetts			
7	Rebecca Willetts			
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20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Donna Forman	
Clare Roden	

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Finance	Mrs. Julie Cahill	c/o Wulstan's Lodge, Elmfield Walk, Stourport, DY13 8TX
HR Support	Janine Toulson	J Mann Associates, Abby Square, Amesbury, Wiltshire, SP4 7ES
Financial Advisor	Stephen Price	16 New Street, Stourport on Severn, Worcestershire, DY13 8UW

### Name of chief executive or names of senior staff members (Optional information)

Nursery Manager – Mrs. Sally Bache

## 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)	Wulstan's Lodge Childcare is constituted under the Pre-School Learning Alliance Model Pre-School Constitution 2004 Model. Consisting of 10 members and is a registered charity - #1056507.
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or re-appointed under the terms of the Governing Document at the Annual General Meeting.

### 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.

Wulstan's Lodge Childcare is managed by the trustees of the committee – working in partnership with the Worcestershire Early Years Authority, local Safeguarding Officers and Social Services. We also work closely with St Wulstan's Primary School where many of our children progress to.

The committee receive no remuneration and give their time on a voluntary basis. All trustees and staff hold a DBS Certificate prior to commencement of employment.

## Section C Objectives and activities

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

The Advancement of Education for Public Benefit is upheld through offering appropriate play, education and care facilities for 2-5 year olds, where children are respected as individuals and encouraged to learn and develop at their own pace. Taking responsibility to ensure such opportunities are available for all children whatever their race, culture, religion, means or ability.

**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 aim of Wulstan's Lodge Childcare is to shape the little people of the future on their pre-school journey through the world of play. We provide our children with the highest standards of care along with planning learning experiences which are tailored to their interests and needs.

Guided by the EYFS and OFSTED we ensure that our environment promotes safety, happiness and well-being whilst encouraging learning through play.

Stimulating opportunities are offered to the whole community, regardless of gender, culture, race, religion or ability. Our inclusive practice supports the children in a positive future outlook and attitude to learning and succeeding.

Safeguarding and welfare are the core priority of our setting and principles are facilitated throughout all aspects of the childcare environment.

We provide training placements for students from two local colleges and offer long term placement for an apprentice. Staff receive ongoing training to ensure that their practice and knowledge is current, the team strive to continue to develop and demonstrate a happy, motivated and committed approach to their positions.

**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.

**Summary of the main achievements of the charity during the year**

**Winter Term,  
Autumn Term, September – December 2022**

- Slow start for the year also being our quietest Start for a few years.
- Christmas party at the setting with an external entertainer. The children loved it and it was a great Christmas start for them.
- We've made a decision to keep fundraising low due to the cost of living crisis for many of our families
- Successful half term holiday club.

**Spring Term, January – May 2023**

- Strep A scare was at the hight of the new year meaning a lower than normal ratio in the setting.
- Two new team members started with us and have settled in well.
- A small fundraising was done for mothers day and was very successful.
- A successful holiday club over Easter.

**Summer Term, May – July 202**

- Planning a coronation celebration.
- We have parents evening.
- A graduation for the children who will be moving up to school.
- End of year picnic.

## Section E

## Financial review

Brief statement of the charity's policy on reserves

The Nursery holds funds in reserve of around £35,000 – the money is on reserve for any unexpected costs i.e. Redundancies, Insurances or Equipment.

Details of any funds materially in deficit

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.

Principle sources of funding are:

- Parent Fees
- Nursery Education Funding
- Fundraising Events

Expenditure has supported the settings objectives by providing new equipment, Resources and Materials for the children.

On going training opportunities for all staff to ensure we exceed expectation of the level of care that's provided.

## 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)

*D Forman*

*Cloden*

Full name(s)

Mrs Donna Forman

Mrs Clare Roden

Position (eg Secretary, Chair, etc)

Chair

Treasurer

Date

10<sup>th</sup> March 2023

# St Wulstan's Child Care Group Account 2021-2022

## SUMMARY 31ST AUGUST 2022

CATEGORY	INCOME	EXPENDITURE	BALANCE
WCC Nursery Funding	£88,761.83		£88,761.83
Club/Nursery Sessions	£50,054.57		£50,054.57
Fundraising	£286.70	£98.33	£188.37
Donations & Grants	£150.00		£150.00
Bank interest & cashback	£39.40		£39.40
Reimbursed Employees	£3,989.78		£3,989.78
Wages		£105,369.24	-£105,369.24
Rent		£10,430.00	-£10,430.00
Repairs & Renewals		£84.00	-£84.00
Sundry Premises		£280.56	-£280.56
Equipment & Materials		£8,514.01	-£8,514.01
Postage		£16.30	-£16.30
Photocopying			£0.00
Telephone		£881.16	-£881.16
Advertising			£0.00
Training		£957.01	-£957.01
Subscriptions & Licences		£3,592.67	-£3,592.67
Card & Bank charges		£633.18	-£633.18
Professional Fees		£2,052.80	-£2,052.80
Uniform		£209.85	-£209.85
Other	£300.00	£1,201.97	-£901.97
	<b>£143,582.28</b>	<b>£134,321.08</b>	<b>£9,261.20</b>

Balance b/f 20/21	£117,228.38
Movement in Year	£9,261.20
<b>Balance c/f</b>	<b>£126,489.58</b>

**Represented By:**

**Current Account:**

Balance b/f 20/21	£3,103.69	
Income	£51,061.05	
Expenditure		£128,790.20
Account transfer	£83,500.00	£5,705.47
Bank balance c/f		£3,169.07
	<b>£137,664.74</b>	<b>£137,664.74</b>

**Deposit Account:**

Balance b/f 20/21	£113,171.04	
Income	£92,521.23	
Expenditure		£0.00
Account transfer		£83,500.00
Bank balance c/f		£122,192.27
	<b>£205,692.27</b>	<b>£205,692.27</b>

**Imprest Account:**

Balance b/f 20/21	£780.08	
Income	£0.00	
Expenditure		£5,039.58
Cash withdrawn		£520.00

## St Wulstan's Child Care Group Account 2021-2022

Account transfer	£5,705.47	
Bank balance c/f		£925.97
	£6,485.55	£6,485.55
<b>Cash Account:</b>		
Balance b/f 20/21	£173.57	
Income	£2,391.75	
Expenditure		£491.30
Cash withdrawn	£520.00	
Cash banked		£2,391.75
Cash in hand c/f		£202.27
	£3,085.32	£3,085.32
<b>Total Balance c/f</b>		<b>£126,489.58</b>

DEBTORS as at 31/8/22	In Credit	In Debt	Net Balance
Current Year Debts	£1,227.66	£2,882.46	£1,654.80
Pre Sep 21 Debts		£1,399.91	£1,399.91
<b>Total Debt</b>	<b>£1,227.66</b>	<b>£4,282.37</b>	<b>£3,054.71</b>



St Wulstan's Childcare Group 1056507

**Receipts and payments accounts**

**CC16a**

For the period from 01/09/2021 To 31/08/2022

**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
WCC Funding	88,762	-	-	88,762	73,455
Out Of School Club / Nursery Sessions	50,055	-	-	50,055	48,994
Fundraising	287	-	-	287	286
Donations & Grants	150	-	-	150	-
Reimbursed Employees	3,990	-	-	3,990	231
Uniform	-	-	-	-	60
Others	339	-	-	339	62
<b>Sub total (Gross income for AR)</b>	<b>143,582</b>	<b>-</b>	<b>-</b>	<b>143,582</b>	<b>123,087</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>143,582</b>	<b>-</b>	<b>-</b>	<b>143,582</b>	<b>123,087</b>
<b>A3 Payments</b>					
Wages	105,369	-	-	105,369	98,647
Rent	10,430	-	-	10,430	10,080
Repairs, Renewals & Sundry Premises	365	-	-	365	281
Equipment & materials	8,514	-	-	8,514	6,896
Postage	16	-	-	16	40
Photocopying	-	-	-	-	-
Telephone	881	-	-	881	2,274
Advertising	-	-	-	-	-
Training	957	-	-	957	265
Subscriptions & Licences	3,593	-	-	3,593	3,747
Bank & Card Processing Charges	633	-	-	633	408
Professional Fees	2,053	-	-	2,053	1,447
Uniform	210	-	-	210	122
Fundraising Expenditure	98	-	-	98	58
Other	1,202	-	-	1,202	285
<b>Sub total</b>	<b>134,321</b>	<b>-</b>	<b>-</b>	<b>134,321</b>	<b>124,549</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>134,321</b>	<b>-</b>	<b>-</b>	<b>134,321</b>	<b>124,549</b>
<b>Net of receipts/(payments)</b>	<b>9,261</b>	<b>-</b>	<b>-</b>	<b>9,261</b>	<b>- 1,463</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>117,228</b>	<b>-</b>	<b>-</b>	<b>117,228</b>	<b>118,691</b>
<b>Cash funds this year end</b>	<b>126,490</b>	<b>-</b>	<b>-</b>	<b>126,490</b>	<b>117,228</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank	126,288	-	117,055
	Cash	202	-	173
		-	-	-
	<b>Total cash funds</b>	<b>126,490</b>	<b>-</b>	<b>117,228</b>
(agree balances with receipts and payments account(s))				

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval

## Independent examiner's report to the trustees of St Wulstan's Childcare Group

I report on the accounts of the Trust for the year ended 31 August 2022, which are set out below.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the general 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 or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

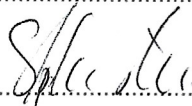
have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: STEPHEN PRICE

Relevant professional qualification or body: FCCA

Address: 16 NEW STREET, STOURPORT ON SEVERN, DY13 8UW

Signed 

Date: 27-03-2023