



Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	April	2021	To	31	March	2022

Section A Reference and administration details

Charity name

CLYST VALLEY PRESCHOOL

Other names charity is known by

N/A

Registered charity number (if any)

1036131

Charity's principal address

CLYST ST MARY PRIMARY SCHOOL

CLYST ST MARY

EXETER

Postcode

EX5 1BG

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	VICKY TONKIN	CHAIR		
2	FRANCESCA WILLIAMS	SECRETARY		
3	RACHEAL KIGHTLEY	TREASURER		
4	ANNA WHITTAKER	GENERAL COMMITTEE		
5	ALISON LEAMAN	GENERAL COMMITTEE		
6	RACHEL HEYWOOD	GENERAL COMMITTEE		
7	BECKY SLUMAN	GENERAL COMMITTEE		
8				
9				
10				
11				
12				
13				
14				
15				

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)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	PRESCHOOL LEARNING ALLIANCE 2008
How the charity is constituted (eg. trust, association, company)	UNINCORPORATED ASSOCIATION
Trustee selection methods (eg. appointed by, elected by)	VOLUNTARY OFFICERS ELECTED FROM MEMBERSHIP

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.

Work is inspected on a regular basis by Ofsted. The preschool was last inspected in February 2022 and are anticipating a reinspection within the calendar year.

Devon County Council Childcare advisors and Early Years Consultants provide help, support, & guidance with Educational issues, regular visits for SEN support, financial and inspection information.

The charity is a member of the Early Years Alliance which supports, advises, aids and provides literature, model policies, and guidance, especially within areas of financial management, government initiatives and legislation, legal advice and staff training.

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

To provide affordable, quality early years care and education of children under statutory school age, enhancing their progress and development.
To promote inclusion and equality, to provide a safe and secure environment for children to thrive and develop their language and communication, self-confidence, self-esteem, independence and to practice social skills.
To engage with and support parents in understanding child development, the importance of learning at home and developing parenting skills and to become part of their child's Early Years setting.

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)

To offer preschool aged children sessions to aid their development and Early Years education. Full-time day-care Monday – Friday during school hours and term time is provided.

There is a fee charged to attend these sessions, which may be met in full or part from Universal hours (15) or 30 hours Early Years Funding provided by Devon County Council.

Applications are taken for all children between the stated age criteria and are admitted in accordance to our Admissions Policy.

Surpluses are retained at the preschool for the benefit of the children and are spent on replacing/adding to equipment, building and equipment maintenance, outdoor facilities, resources, staffing, training and on maintaining highly competitive hourly fees.

In planning our activities, projects and services for the year we keep in mind the Charity Commissions guidance on public benefit at our trustee meetings.

As detailed above, the focus of our activity is to provide preschool aged children with a safe and secure environment, planned play sessions and learning opportunities to aid their progress, development and early years education during their time in childcare within normal school hours.

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.

Written policies are developed in collaboration with the management committee and staff leaders, and advised by the Early Years Alliance, and are discussed and scrutinised by the general committee before they are officially adopted.

Existing policies are reviewed and updated whenever necessary, by the manager/administrator before being agreed by the committee. A staff representative sits on the committee and is the Ofsted nominated person but does not vote in committee matters.

The Committee consists of volunteers who assist and support staff in running various family events, (such as an annual nativity, sports day etc) and look at various opportunities to raise funds for the charity to maintain equipment, decoration and fixtures, to purchase new resources, learning equipment and to support children in their play and learning, as well as staff CPD opportunities and statutory training.

Summary of the main achievements of the charity during the year

Continued professional development and staff training includes, SENDCo training, Making Sense of Autism, Sensory Processing training, Food Allergy training, Prevent strategy training and Paediatric First Aid, as well as statutory Safeguarding training needs.

The Covid pandemic required extremely flexible staffing which continued into this year.

Remote committee management was successful and online meetings carried on into this year. We were able to accommodate all children's childcare needs and the demand for preschool sessions.

New purchases were made of a Tuff tray and stand, a fish tank & fish for the children to care for, a new ABC classroom carpet, the creation of a Hairdressers role play box and a new printer for staff use.

Section E

Financial review

Brief statement of the charity's policy on reserves

To maintain sufficient funds to meet all the financial obligations of the charity. To fund any redundancy liabilities. To fund any building and garden maintenance contingencies. To maintain sufficient funds when child numbers decrease from term to term.
To maintain sufficient funds to increase staffing to meet individual child needs and the required ratio if and when, child numbers increase as demand fluctuates termly and annually.

Details of any funds materially in deficit

n/a

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.

Principal funding comes from Devon County Council Early Years Entitlement.

Fees paid by parents.

Fund-raising.

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)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

Section E Financial review

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Fund-raising.

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)



Full name(s)

VICKY TONKIN

Position (eg Secretary, Chair, etc)

CHAIR

Date

18/1/23

CLYST VALLEY PRESCHOOL
INCOME & EXPENDITURE ACCOUNT
FOR THE YEAR ENDED

Mar-22	2022		2021	
	£	£	£	£
INCOME:				
Fee (Parents)	21,020		13,537	
Funded Fees	74,180		69,307	
Fund Raising	1,925		1,139	
Other	1,327		708	
Interest	33		118	
		98,485		84,809
EXPENDITURE:				
Wages	73,041		60,731	
Nest Pension	2,762		2,129	
Equipment	2,930		524	
Rent	3,000		3,000	
Utilities/Rates	1,402		970	
Training	592		159	
Stationery & Consuma	1,395		952	
Insurance	2,404		1,892	
Break time Sundries	253		211	
Cleaner	0		0	
Other	3,818		3,619	
		91,597		74,187
		<u>6,888</u>		<u>10,622</u>

CLYST VALLEY PRESCHOOL
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31 MARCH 2022

	£	£	£	£
Opening balance:				
Current account	39,374		28,871	
Deposit account	19,782		19,664	
Petty Cash	5		24	
				0
Income & expenditure account				0
		<u>59,161</u>		<u>48,559</u>
Closing balance:				
Current account		45,525		39,374
Deposit account		20,514		19,782
Petty cash		20		5
		<u>66,059</u>		<u>59,161</u>



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

CLYST VALLEY PRESCHOOL

On accounts for the year
ended

31/3/2022

Charity no
(if any)

1036131

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 31/3/2022

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:

M. Jackson

Date:

21/11/2022

Name:

MICHELLE JACKSON

Relevant professional
qualification(s) or body

MAAT

(if any):

Address:

39 WINSLODE PARK AVE
CLYST ST MARY
EX5 1DA

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.

N/A