



CHARITY COMMISSION
FOR ENGLAND AND WALES

Collaton St Mary Pre-School
1164816

No (if any)

Receipts and payments accounts

CC16a

For the period
from

Period start date
06/04/2016

To

Period end date
05/04/2017

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 £
A1 Receipts					
Government funding	62,327	-	-	62,327	-
Parents funding	20,121	-	-	20,121	-
Toddler Group	377	-	-	377	-
Fundraising	369	-	-	369	-
Deprivation Funding	3,568	-	-	3,568	-
Bank	56	-	-	56	-
Playgroup (closed account)	78	-	-	78	-
	-	-	-	-	-
Sub total (Gross income for AR)	86,896	-	-	86,896	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	86,896	-	-	86,896	-
A3 Payments					
Salaries/PAYE	86,910	-	-	86,910	-
Rent	3,700	-	-	3,700	-
Phone/Stationery/IT	2,543	-	-	2,543	-
Ofsted/Insurance/ICO/Video Licence	1,324	-	-	1,324	-
Equipment	5,151	-	-	5,151	-
Consumables	1,977	-	-	1,977	-
DBS and Training	404	-	-	404	-
Uniform	110	-	-	110	-
General maintenance	2,190	-	-	2,190	-
Miscellaneous	315	-	-	315	-
Sub total	104,624	-	-	104,624	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	104,624	-	-	104,624	-
Net of receipts/(payments)	- 17,728	-	-	- 17,728	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	40,318	-	-	40,318	-
Cash funds this year end	22,590	-	-	22,590	-

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 £
B1 Cash funds		-	-	-
		-	-	-
		-	-	-
	Total cash funds (agree balances with receipts and payments account(s))	22,590	-	-
		OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Computers and Office Equipment	Unrestricted	-	-
	Furniture	Unrestricted	-	-
	Toys and Equipment	Unrestricted	-	-
	Stationery	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		SUSAN SMITH	01/11/2017	



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	06	April	2016		05	April	2017

Section A Reference and administration details

Charity name

Collaton St Mary Pre-School

Other names charity is known by

Registered charity number (if any) 1164816

Charity's principal address

The Parish Rooms

Blagdon Road, Collaton St Mary

Paignton, Devon

Postcode

TQ3 3YA

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	Michann Stacey	Chair		
2	Susan Smith	Treasurer		
3	Helen Seaman			
4				
5				
6				
7				
8				
9				
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12				
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15				
16				
17				
18				
19				
20				

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)	PLA Constitution
How the charity is constituted (eg. trust, association, company)	Our Trustees comprises 3 trustees and we adopt the Preschool Learning Alliance constitution.
Trustee selection methods (eg. appointed by, elected by)	Our AGM is held each year at the beginning of the Summer Term

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. 	<p>We have safeguarding and recruitment policies in place which are reviewed and amended annually. Prior to employment or to a trustee taking up their role, Disclosure and Barring checks and carried out.</p> <p>Collaton St Mary Pre-School is a member of the Pre-School Learning Alliance. We have close links with Torbay Early Years Childcare and Advisory Service.</p> <p>We have close links with several local schools who our children feed into, in particular Collaton St Mary C of E Primary School and Berry Pomeroy Parochial C E Primary School.</p> <p>Policies and general practice is reviewed by the Trustees at meeting. All Trustees give their time on a voluntary basis.</p>
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Section C Objectives and activities

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

The aims of the Pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

We provide appropriate play in a stimulating environment with more targeted activities for those children who may require extra support.

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)

We offer high quality sessional and full day care which is available for up to thirty children per session. The children can start at the beginning of the term after they will be two years old and stay with us until they leave for school.

We follow the guidelines of the Early Years Foundation Stage and aim through play to offer each child the opportunity to expand their experiences of the world, gain knowledge and skills by broadening their horizons and ensuring that they are equipped with the necessary skills to cope with moving on to school.

We provide extra targeted activities around Speech and Language through the BLAST programme to help and encourage those children who may need a little more support.

It is our intention to make our pre-school genuinely accessible to children and families from all sections of the local community.

We also support a Toddler group which runs on one afternoon each week. This is run by volunteer Mums.

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.

We always have great support from our parents and their extended families, whether it be volunteering to help with our Forest School sessions, collecting supermarket vouchers, or attending our fundraising events and parents evenings.

We also run a Tombola stall at a couple of local events.

Any funds raised are used for future projects such as improving play facilities in outside area, or new books for a lending library.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

This year the playgroup provided sessions to a maximum of 55 children in the summer term. As always the number of children increases from September through to July when 26 children left to go to school.

Staff continue to attend training throughout the year, this includes: Safeguarding, First Aid, Speech and Language, Makaton, 2 year old networks and key staff attend Managers, Safeguarding and SEND Forums.

Our 3 end of term afternoons and Sports afternoon with picnic were as always very well attended by parents, grandparents and friends.

Once again we were really please to have every parent attend our termly parents evenings.

We are also very pleased with how many of our children use our Book Library, this was a resource set up to enable children to borrow books without having to visit the local library which is a car/bus ride away.

Our outside play area with the wild life area continues to be used extensively allowing the children more experiences. Our greenhouse has been in constant use growing sunflowers, pumpkins and winter flowering bulbs.

We have also taken our older children into a local woodland area to take part in Forest School activities for which our Supervisor has been trained. This is always a very popular activity and looked forward to with much anticipation by the children.

Fundraising events:

We have had another successful year raising funds for new equipment. Parents have again been generous, buying cakes and raffle tickets at our 3 end of term afternoons and our sports day.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Pre-School holds funds in case of forced redundancy; this has been calculated using the HM Revenue calculator.

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 adopted.

Our funding is mainly through fees for the children's sessional times. This is made up of local authority funding for up to the statutory 15 hours of entitlement for children over 3, those children eligible to receive 2 year old funding, and any fees paid by parents for hours attended above this or for children not receiving entitlement funding.

We have several regular fundraising events which are always well supported by parents and friends of the Pre-School. We run tombola stalls at the local school fetes, and at the end of each term we sell teas and hold a raffle.

Section F Other optional information

Our aim is to continue to provide high quality care and education for children from 2 – 5 years.

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)	Treasurer	
Date		