

# **All Saints Pre School Runcorn**

Charity number 1164792

## **Annual Report and Financial Statements for the year ending 31 March 2021**



Greater Merseyside Community  
Accountancy Service

# **All Saints Pre School Runcorn**

## **Annual Report and Financial Statements**

**for the year ending 31 March 2021**

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**Prepared by the Greater Merseyside Community Accountancy Service**

# All Saints Pre School Runcorn

## Trustees' report

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The Trustees during the year were:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Paul Quinn		Till June 2020
Emma Cummings	Secretary & Safeguarding	Till June 2020
Emma Quinn (was Woodside)		
Karen Blundell	Manager & treasurer	
Kim Smith		
Cynthia Aurelia Orphee Dotte		
John Ilupeju		
Matthew Wagg		
Charlotte Wilson	Chairman	from June 2020
Rhiannon Mulchrone		
Kirsten Brownlow		

The Nursery Manager of the charity during the year was Karen Blundell

### Method of appointment

Election annually by AGM, or interim appointment by trustees until next AGM.

### Principal address

18 Clarence Street  
Runcorn  
Cheshire  
WA7 1HG

### Bankers

Lloyds Bank plc  
13/15 Hardshaw Street  
St Helens  
Merseyside  
WA10

### Governing document

CiO Registered 10th December 2015

### Objects of the organisation

The Charity works for the public benefit having as its objects the development and education of children and young people in particular by:

Promoting their care and safety

Promoting their education and promoting parental involvement

Promoting their health and wellbeing

Providing services to support them and their families and carers

Providing services to individuals holding membership of the CIO; and

Furthering the aims of the pre-school learning alliance

### Independent examiner

on behalf of:

#### Greater Merseyside Community Accountancy Service

St Marie's  
Lugsdale Road  
Widnes  
WA8 6DB

# **All Saints Pre School Runcorn**

## **Trustees' report continued**

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### **Treasurer's Statement**

I can report the Treasury accounts are reconciled and balance to that of the Annual Report and Financial statement, bank statements and Monthly recs.

Under the board of trustees, we have managed to amplify the finances and seen them grow.

We hope to continue with this growth to help further the Pre-school setting. Enabling the continued support to the children with new equipment, stationary, Resources & trips to improve our environment and experiences for the children and facilities within the setting.

We have also been able to set aside funds into a separate account so the Pre-school always has a financial reserve.

Karen Blundell  
Treasurer

### **Key Person AGM report**

As a key person we take responsibly for a group of children, we are here to help the children feel safe and secure. This has been especially important during COVID 19. We have supported children and parent's wellbeing. Reassuring all and explaining guidance and measures we have put into place to support children remaining in nursery. We remained open for vulnerable and children of key-workers. We also regularly sent home activities and ideas for parents to do with their children during this time. This was done with printed packs given or sent to families. And Also on our online journal, tapestry. We made well-being calls to our families weekly and have supported them with EYPP funding.

We respond to the children's needs and help them settle into the setting. We plan for all children's individual needs and input into our planning, based on their interests. What they enjoy and benefit from to progress them further.

We collect evidence of children's progress though observing them, taking photos, written observations and children's work. We can also use evidence sent in from families though our electronic online journal, Tapestry. This has been welcoming, as working with our parents/cares is important for the children's outcomes, supporting parent partnership.

We create a happy, safe place to enable the children to be who they want to be and create opportunities for real life experiences.

The EYFS is used as a guide to make a best fit judgment about whether a child is showing typical development for their age. Summative assessments support this information. We collect three times a year (February June and November) from doing this we can then share our information with colleagues, other setting if need be and also parents at regular parents' days to discuss their child.

Emma Quinn  
Deputy Manager

# All Saints Pre School Runcorn

## Trustees' report continued

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### Review of progress and achievements

#### Managers' Statement

What have we been doing?

'SPRING-GROWTH. Themes and concentrating on supporting well-being.

We have grown broad beans, this supported the theme of 'Jack & the Beanstalk'

We created height charts, measuring and recording how high they grow.

The children took these home to continue to watch them grow and share with us how big they get. They shared this through our on line journal, Tapestry.

What have we achieved?

We are in unprecedented times, due to COVID and restrictions. We have stayed open for vulnerable families and children of keyworkers through this period. This has been positive for the small group of children as they received 1-1 and attention from staff. We kept in touch with the other families isolating at home. We communicated with all our families through our online journal. Tapestry. Giving up dates, advice, and activities to share and do at home. We also printed out activities and sent them to families who could not access the internet. We phoned and checked regularly on their wellbeing and asked if there was anything we could help with. Any children entitled to EYPP monies. Families were given vouchers to buy, food, clothing and resources for children's learning, such as pencil and paper. This year we will be taking our children on a trip, supporting a popular interest with animals. This also supports giving our children opportunities, that they perhaps do not normally experience, supporting cultural capital. We have worked closely with our local authority during this period, continually updating the ever-changing guidance and have a very robust Risk Assessment in place. Just before the summer holidays, we brought back the children who were leaving to go to reception back to support with wellbeing and getting used to returning. The children needed lots of support during this time, as they had been at home for so long. But overall, they were really happy to come back and see us and some friends.

We are currently returning to some normality, which has been very positive for families and children.

- This year we continue to work and train closely with Speech and Language Therapist and ALL staff have now been trained with Well COMM. This is designed to help early years settings identify children from 6 months to 6 years old who might be experiencing delays with speech and language. It can then help us/staff to put immediate interventions into place, while waiting for a more formal assessment.
- Our team can also offer a variety of health information and support to improve the health for our local children and their families. We received our HHEYS (Halton & Healthy Early Years Status) certificate again this year
- We have maintained our GOOD Food Hygiene RATING.
- We have achieved a GOOD rating on the ITERS (Infant, Toddler Environment Rating Scale) Which is an assessment too carried out by our Local Authority. This is designed to measure the quality of the group's programmes for children 2 years of age. This has also been reflected upon only last month and adjustments continue to be made to our environment, supporting the changing of children's interest.

# All Saints Pre School Runcorn

## Trustees' report continued

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### Review of progress and achievements

- We have achieved a GOOD rating on the ECERS (Early Childhood Environment Rating Scale) Which is an assessment tool carried out by our Local Authority. This is designed to measure the quality of group programmes for children from 3-5years of age
- MANAGER/SENCo and ALL staff attend ALL relevant trainings to support Continued Professional Development. Keeping up to date with latest requirements and teachings. For best practice. Which can only benefit our children more. Enhancing their learning experiences. Manager's continual Professional Development is accessing her level 5 in Management and Leadership
- Our Local Authority have a RAG (Red, Green, Amber) rating tool. Which measures the quality of our provision and this is measured as Red-GOOD. This is currently being revised to keep in line with the New overhauled inspection system from September 2020, moving away from a reliance on outcomes data towards a renewed emphasis on the quality of teaching and the curriculum.
- MANAGER attends regular SENCo cluster meetings & Educational Psychologist meeting to support action plans and ways forward. Even during COVID, we have maintained these meetings, but online.
- Manager attends regular EYFS (Early Years Foundation Stage) meetings and Managers meeting. Keeping up with best practise and Regulations. Now accessed through on line.
- Also we in Halton have a Buddy up system. Where managers support each other and offer advice or can point in the right direction. ALL Staff are paediatric First Aid Trained and have had enhanced or basic SAFEGUARDING Training. Which is a requirement.
- ALL Children make good progress from their starting points.
- Support for individual children with SEN has been identified by the Local Authority as a strong point
- Support for parents is also a strong point

This support has included free resources, signposting materials and training for staff. Again, for more information, please contact us. A list of local contacts is also available to download: All this has helped us as a setting to sign post parents, and give supporting advice.

### **Demographics Objectives and Activities**

We aim in the coming year to maintain current standards and achieve a good grade from OFSTED. The aim of the group is to enhance the development, care and education and experiences of children primarily under statutory school age and of young people of school age (under 5) in a friendly, safe and caring environment. One which is play based learning, carefully differentiating to the age, needs and developmental stage of each child. We also provide opportunities for parents/careers to share in this.

We use the Developmental Matters Document to include 7 areas of the EYFS in our planning.

# **All Saints Pre School Runcorn**

## **Trustees' report continued**

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### **Review of progress and achievements**

Currently we have 27 registered children

EAL – 6 = 22%

SEN – 7 = 26%

EYPP – 3 = 30%

BOYS – 14 = 52%

Girls – 13 = 48%

Summer Births – 5 = 19%

Funded 2 yr olds – 8 = 30%

Funded 3yr olds – 8 = 30%

Funded 4yr olds – 11= 41%

None Funded – 0 = 100% funded

Presently Halton have been given some government funding and we are involved with a Piloting scheme, TALK HALTON. Working with Chatterbugs Speech and Language. Where staff with be learning how to use the WELLCOMM screening tool to support where children should be at for expressive and receptive language. Its hoped that if ALL of Haltons pre-schools, child minders and childcare use this scheme that information we have to send off to be analysed to see if our children may reach expected Good Levels of Development, will be consistent and identify any early interventions that may be needed to put into place to support closing any gaps.

All staffs would like to thank you for your continued support with the setting. Without you and your children, we would not be here.

All staff also thank our trustees for their commitment and support.

Karen Blundell  
Manager

### **Financial Review**

We can report the Treasury accounts are reconciled and balance to that of the Annual Report and Financial statement, bank statements and Monthly recs.

Under the new board of trustees we have managed to amplify the finances and seen them grow. We hope to continue with this growth to help further the Pre-school setting. Enabling the continued support to the children with new equipment, stationary, Resources & trips to improve our environment and experiences for the children and facilities within the setting.

We have also been able to set aside funds into a separate account so the Pre-school always has a financial reserve

#### **Policy on Reserves**

Sufficient reserves are retained to cover the costs of an orderly closedown should the funding not continue, principally staff redundancy costs, with a margin to cover short-term fluctuations in cashflow and unforeseen expenditure.

**All Saints Pre School Runcorn**  
**Independent examiner's report on the accounts of**  
**All Saints Pre School Runcorn**  
**for the year ending 31 March 2021**

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I report on the accounts of the charity set out on pages 8 to 11

**Respective responsibilities of the Management Committee and the examiner**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144 of the Charities Act 2011 (the Charities Act) does not apply and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioner under section 145(5)(b) of the Charities 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 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Charities 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.

Jane Williams  
MAAT  
**Greater Merseyside Community Accountancy Service**  
St Marie's  
Lugsdale Road  
Widnes  
WA8 6DB



**All Saints Pre School Runcorn**  
**Statement of Financial Activities**  
**for the year ending 31 March 2021**

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
<b>Receipts</b>					
Nursery Fees	(2)	424	-	424	1,098
Halton Borough Council: EYPP		88,565	-	88,565	96,959
Other Income CJRS		2,348	-	2,348	245
Bank interest		4	-	4	8
<b>Total receipts</b>		<b>91,341</b>	<b>-</b>	<b>91,341</b>	<b>98,310</b>
<b>Payments</b>					
Salaries and NICs	(3)	82,600	-	82,600	72,528
Payroll Costs		484	-	484	390
Staff Travel & Training		110	-	110	470
Premises Costs		4,048	-	4,048	9,664
Fees & Licences		75	-	75	75
DBS Checks		64	-	64	68
Insurance		596	-	596	641
Uniforms		39	-	39	544
Nursery Resources		5,107	-	5,107	7,100
Trips & Events		-	-	-	2,143
Accountancy		225	-	225	320
Printing, postage & stationery		2,309	-	2,309	1,849
<b>Total payments</b>		<b>95,658</b>	<b>-</b>	<b>95,658</b>	<b>95,791</b>
<b>Net receipts / (payments)</b>		<b>(4,317)</b>	<b>-</b>	<b>(4,317)</b>	<b>2,519</b>
<b>Cash fund balances brought forward</b>		<b>100,020</b>	<b>-</b>	<b>100,020</b>	<b>97,501</b>
<b>Cash fund balances carried forward</b>		<b>95,703</b>	<b>-</b>	<b>95,703</b>	<b>100,020</b>

**All Saints Pre School Runcorn**  
**Balance sheet**  
**as at 31 March 2021**

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Fixed Assets</b>				
Tangible Assets (5)	-	-	-	-
<b>Total fixed assets</b>	-	-	-	-
<b>Current Assets</b>				
Debtors and prepayments (6)	-	-	-	
Cash at bank and in hand (7)	95,703	-	95,703	100,020
<b>Total current assets</b>	95,703	-	95,703	100,020
<b>Current liabilities: amounts falling due within one year</b>				
Creditors and accruals (8)	-	-	-	-
<b>Total current liabilities</b>	-	-	-	-
<b>Net current assets / (liabilities)</b>	95,703	-	95,703	100,020
<b>Total assets less current liabilities</b>	95,703	-	95,703	100,020
<b>Creditors: amounts falling due after one year</b>	-			
<b>Net assets</b>	95,703	-	95,703	100,020
<b>Funds</b>				
Restricted Funds		-	-	-
Unrestricted funds	95,703		95,703	100,020
<b>Total Funds</b>	95,703	-	95,703	100,020

The financial statements were approved at a meeting of the trustees held on and signed on its behalf by:

Charlotte Wilson  
Chair

# **All Saints Pre School Runcorn**

## **Notes to the accounts**

### **for the year ending 31 March 2021**

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#### **1 Accounting Policies**

##### **a Basis of accounting**

The Trustees have taken advantage of section 144 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

##### **b Taxation**

As a registered charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

##### **c Fund accounting**

Funds held by the charity are either:

###### **Unrestricted general funds**

These are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

###### **Restricted funds**

These are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

###### **Designated funds**

These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

**All Saints Pre School Runcorn**  
**Notes to the accounts continued**  
**for the year ending 31 March 2021**

<b>2 Grants and Donations</b>	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Donations	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

<b>3 Staff costs and numbers</b>	2021 £	2020 £
Gross salaries	82,093	71,242
Support Staff	- 1,802	117
Employer's Pension	1,417	1,015
Employer's NI	892	155
	<u>82,600</u>	<u>72,528</u>

The average number of employees during the year was 3 (2019: 3)

<b>4 Cash at Bank and in hand</b>	£	£
Current account	77,912	84,232
Business Reserve	17,756	15,666
Petty cash	36	122
	<u>95,703</u>	<u>100,020</u>

**5 Trustee remuneration and expenses**

During the period no trustees received any remuneration or expenses

**6 Related party transactions**

There were no related party transactions to report during the accounting period.