

Ullesthorpe Pre-School Ltd



Ullesthorpe Pre-School Ltd Accounts Year ended 31 August 2007



Ullesthorpe Pre-School Ltd is a company limited by guarantee in England and Wales
Registered office Ullesthorpe Pre-School, Main Road, Ullesthorpe, Leicestershire, LE17 5DH
Registered Company Number 5537726 Registered Charity Number 1112729

Ullesthorpe Pre-School Ltd
For year ended 31 August 2007

The directors and trustees present their report with the financial statements of the charity for the year ended 31 August 2007. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

Objectives of the Charity, Principal activities and organisation of work

The Charity is constituted as a company limited by guarantee, and is therefore governed by a memorandum and articles of association.

Ullesthorpe Pre-School Ltd object and its principal activity is that of providing pre-school play, education, care facilities and training. We provide a nurturing environment for the successful emotional, educational and social development of pre-school children in our local communities. We aim to work closely with parents and carers to ensure the group offers opportunities from 2½ years to pre-school age.

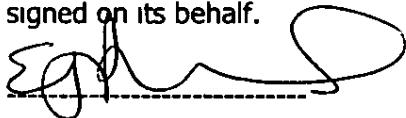
The charity is organised so that the trustees meet regularly to manage its affairs.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud.

Approval

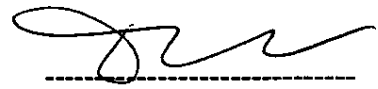
This report was approved by the board of directors and trustees on 21st November 2007 and signed on its behalf.



Justine Parsons
Chairperson



Kim Sumner
Treasurer



Trevor Dawes AFA
3rd Party

Ullesthorpe Pre-School Ltd
Registered Charity Number: 112729

Statement of Financial Activities
For year ended 31 August 2007

	Notes	Total 2007 £	Total 2006 £
Income			
Grants received	2	21,416	32,697
Charitable Income	3	8,598	6,365
Fundraising	4	3,612	4,906
Total Income		33,626	43,968
	Notes	Total 2007 £	Total 2006 £
Expenditure			
Building and Running costs			
Employees costs – wages	5	19,995	18,543
New Building costs and expenses		10,329	36,050
Fundraising expenses			
Fund raising	6	1,400	2,594
Administration and Resources			
Resource/admin	7	763	545
Total Expenditure		32,487	57,732
Net Income over Expenditure		1139	(13,764)

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Ullesthorpe Pre-School Ltd

Balance Sheet

For year ended 31 August 2007

	Notes	Total 2007 £	Total 2006 £
Fixed Assets			
Tangible Assets	8	4,050	4,500
Current Assets			
Debtors	9	20	320
Cash at bank and in hand	10	1888	749
		5,958	5,569
Creditors: amounts falling due within one year	11	-	-
		-	-
		-	-
		-	-
Net current Assets (Liabilities)		1,908	

The charity company is entitled to exemption from audit under section 249A (1) of the companies Act 1985 for the year ended 31st August 2007.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st August 2007 in accordance with Section 249B (2) of the Companies Act 1985

The directors and trustees acknowledge their responsibilities for:

- (a) ensuring that the charitable company keeps accounting records which comply with Section 221 of the Company Act 1985
- and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the Charitable Company as at the end of each financial year and of its surplus or loss for each financial year in accordance with requirements of Section 226 and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the charitable company

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2005).

The financial statements were approved by the Directors and Board of Trustees on 21 November 2007 and were signed on its behalf by



Justine Parsons

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Director/Trustee

Ullesthorpe Pre-School Ltd

Income & Expenditure Account For year ended 31 August 2007

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Ullesthorpe Pre-School Ltd

Notes to Accounts

For year ended 31 August 2007

1. Accounting Policies

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting for Small Entities (effective January 2005) and the requirements of the Statement of Recommended Practice Accounting and Reporting by Charities.

- (a) **Income**
Grant income represents amounts received and receivable from the various funders. Grant income may be subject to claw back in the event that in the funders, grant monies are used for purposes that are not grant aided.
- (b) **Tangible Fixed Assets**
Tangible fixed are stated are for the new build and no depreciation is included
- (c) **Funding**
The organisation's activities are financed to a large extent from funding by Leicester City Council. This support is expected to continue into the foreseeable future and as a result the accounts have been prepared on going concern basis. Funds can be used in accordance with the charitable objectives at the discretion of the trustees.
Funds received from Defra and Employment Funding can only be used for the particular purposes within the objectives of the charity. These arise when specified by the donor or when funds are raised for particular purposes
- (d) **Value Added Tax**
Value added tax is not recoverable by the charity, and as such is included in the relevant costs in the Statement of Financial Activities
- (e) **Taxation**
The charity is exempt from corporation tax on its charitable activities.
- (f) **Staff Costs**
No remuneration was paid to directors or trustees

Ullesthorpe Pre-School Ltd

Notes to Accounts

For year ended 31 August 2007

	Total 2007 £	Total 2006 £
2. Grants received		
- Grants received	18,886	13,771
- Defra	2,530	18,403
- Employment Funding	-	524
Total Grant Income	21,416	32,698
	Total 2007 £	Total 2006 £
3. Charitable Income		
- Fees for non-funded children	5,590	4,071
- Donations	550	2,294
- Contributions from Ullesthorpe Kids Klub Ltd	2,155	
- Milk	48	
- Other	255	
Total Charitable Income	8,598	6,365
	Total 2007 £	Total 2006 £
4. Fundraising		
- Fund Raising	3,612	4,906
Total Fundraising Income	3,612	4,906

Ullesthorpe Pre-School Ltd

Notes to Accounts

For year ended 31 August 2007

	Total 2007 £	Total 2006 £
5. Build & Running costs		
- Employee costs - wages	19,995	18,543
- Insurance	565	668
- Rent	1,220	741
- Rates	136	109
- Electricity	1,369	1,036
- Play equipment for new build	-	3,698
- Builder work carried out on new build	3,600	21,380
- other expenses for new build	1,278	1,581
- Architect for new build	-	2,995
- Village Hall hire	-	525
- Cleaning materials	257	140
- Craft activities	292	526
- Refreshment consumables	274	618
- software	158	582
- milk	417	121
- other expenses	763	1330
Total Build & Running costs	30,324	54,593

	Total 2007 £	Total 2006 £
6. Fundraising expenses		
- fundraising	1,400	2,594
Total fundraising expenses	1,400	2,594

	Total 2007 £	Total 2006 £
7. Administration and Resources		
- Postage	13	53
- Stationery	154	182
- Telephone	296	95
- Training	79	25
- Memberships	116	85
- Advertising	105	-
- Bank charges	-	105
Total Administration and Resources expenses	763	545

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Notes to Accounts

For year ended 31 August 2007

	£	£
8. Fixed Assets		
Fixtures, fittings & Equipment		
cost		
As 1 st September 2006		4,500
As 31 st August 2007 (– 10% depreciation)	4,050	4,500
	Total	Total
	2007	2006
	£	£
9. Debtors		
- Fees	20	320
	20	320
Total Debtors	Total	Total
	2007	2006
	£	£
10. Cash at Bank and in Hand		
- Cash in bank	1,888	749
- Cash in hand		
	1,888	749
	Total	Total
	2007	2006
	£	£
11. Creditors		
- creditors amounts falling due within one year	-	
	-	

Chair's Report

AGM – Wednesday 21st November, 2007

I would like to welcome everybody here tonight and thank you all very much for coming this evening

The past year has been an incredible time for Ullesthorpe Pre-School. At Christmas we said goodbye to Sally, who left to concentrate on her Kids Klub business. In February we took on two new Pre-School Assistants, Nikki Atkins and Julie Alderman, who used to be on the committee. They settled in very quickly and soon became part of the team. We were also joined by Caroline Evans as admin assistant, Caroline was previously a committee member and was just what we needed to help out in the day to day running of the office. In April we lost Emma Powers, our previous leader and Rachel Gudgen stepped into the role of Pre-School Leader. I think we will all agree that despite being thrown in at the deep end Rachel has taken the Pre-School so far in such a short time. Our numbers have increased amazingly and she now has a great team to support her. In May we were joined by Sam Robinson as Pre-School Deputy, Sam took over from Sue Dodd who had helped us out and had kindly stepped up to the role of acting Deputy when Rachel took the leaders role, despite not really wanting the extra responsibility! Again I am sure you will all agree Sam is a tremendous asset to the Pre-School and we are very lucky that all our staff are so enthusiastic.

We have fundraised by holding our annual ball last November, which raised around £1800 profit and we held a joint jumble sale with St Peters Mums and Tots which raised a total of around £400. We also held an Open Day in September which we used as an advertising ploy rather than a fundraiser, but nonetheless we still managed to raise a further £160 approximately.

Kids Klub are still using the Pre-School building each morning and afternoon offering out of school care. The rental income has increased this year and as they use the building for holiday clubs, we have set a monthly fee which will be reviewed again next September. We are all happy to support this excellent service to schools in both Ullesthorpe and Claybrooke and wish the business every success for the future. We thank them for choosing to use our building and working hand in hand with the staff at the Pre-School.

I would like to thank Jo Stuart-Matthews who is standing down this year as Fundraiser. Jo has dedicated many years to the Pre-School and was more or less solely responsible for us applying for and receiving the grant from DEFRA of around £150,000 for our new building. She is always there helping and never leaves a fundraising event until everything is done. I can quite honestly say I do not think we would be here in this building today without her huge efforts and we owe her an enormous amount. Thank you for everything you have done Jo I am sure you will be missed by everyone.

I am also standing down this year and I would like to take this opportunity of thanking you all for your kindness and patience whilst I have bluffed my way through my time as Chair. I have enjoyed the role (most of the time!) and it has been a great help to get me back into a working role after the time I had taken off after starting my family. The staff have always been very supportive and I am sure they will continue to support the new Chair in the same way.

In closing I would also like to thank everyone else involved in the Pre-School, especially Mari as secretary, who would also like to step down if we can find a replacement, Jo, Kim who has been a fantastic treasurer, Mandy, Angela, Gail, Sally, Anna and Faye who are always ready to help out. Of course all of the staff, Rachel, Sam, Sue, Nikki, Julie and Lorraine, who volunteers for the Pre-School a couple of times a week, without great staff we wouldn't have a Pre-School and such happy children and parents. Thank you everyone, if you continue to work together I am sure you can have an even more successful year next year.

Justine Parsons
Chair

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Annual Pre-school Leaders Report
For
Ullesthorpe Pre-school
2007

Staff

As you all know there have been a few staff changes over the past year. I have been the pre-school leader now since April and Sam Robinson as Deputy Sue Dodd is a fully qualified level 3 nursery nurse We also have Nikki Atkins and Julie Alderman working as pre-school assistants Lorraine Madill is currently working towards her NVQ level 3 and is currently working 4 mornings per week as a voluntary helper.

Since April one of my key objectives as Pre-school leader is to understand what parents and children wish to gain from the short stay they have at the pre school, this is why I have encouraged the staff and also myself to enrol on as many training courses as possible I have taken and passed the first aid course along with other staff members and I am currently working towards the SENCO qualification which should be complete April 2008 I continue to monitor both myself and the staff to ensure that the best possible start for the children begins at our pre school

With regards to the EYFS (early year's foundation stage) both Sam and I are constantly gaining knowledge through meetings and courses to ensure our understanding of this new scheme which also comes into force April 2008

Overall, I feel the hard work and professionalism from the staff reflects in the continual progress of the Pre-school.

Kids Club

Sally Greenlaugh left last Christmas to become the Manager of Kids Club So far it is working really well with them using our facilities

Fundraising

To ensure the longevity of the Pre-school, fundraising is a constant work in progress Throughout the year some fundraising events have been more fruitful than others. The staff and I will however continue to think of new ideas to raise funds Plans have already been discussed for 2008

Children on roll

We are currently just below full capacity with limited spaces available This calculated to remain the same until summer 2008

Ofsted

Since September I have been working with our Mentor teacher to improve the running of our pre-school sessions As you are aware the pre-school gained a "Good" from its last inspection, however I have made a few changes to our sessions to make our grade higher We have now successfully changed our classroom structure to a "free-flow" environment enabling the children to have far more free choice opportunities When they arrive now they go straight in to choose from a variety of activities and have the freedom of choice to things that aren't out which they can ask for any time or simply help themselves

We have also changed from a set snack time for all to a "snack bar" allowing the children to choose when they are ready for their snack. These small changes allow the children to become

more independent and make decisions for themselves Both these new strategies are working extremely well

Our other main change is to offer more free-flow for outside play/activities, this we will be working on after Christmas through to summer

Extra 2.5 hrs a week

As from April 2008 we are required to offer an extra 2.5 hrs a week for all 3 & 4 yr olds

After discussing it with Leicester City council they have confirmed that we can offer this as a block session i.e. 1 afternoon I personally feel that this would work better than offering an extra half an hour a day I plan to send a letter out to all parents of 3 & 4 yr olds in January to see what reaction and change to sessions this may bring

Parental Involvement.

It is always my aim to maintain a good link between Pre-school and parents Newsletters are given out monthly and various opportunities are arranged for parents to come in to pre-school and spend time with the children, i.e. "make it days" at Easter and Christmas & "stay and play" We are also currently working on settling in meetings for new children

With regards to Stay and Play on a Thursday afternoon this hasn't been as successful as I would have liked Therefore I am going to propose doing it perhaps the first Thursday in the month instead of 2 set Thursdays a month

New Equipment

Over the past 12 months we have had quite a good selection of new equipment purchased and I do feel that the Committee is always supportive with this There are a few items of outdoor equipment we would like for the summer and ways we can enhance our outdoor play area for a small sum of money

Sally has recently approached the pre-school regarding the possibility of converting upstairs into an office and extra storage space Having an office away from the kitchen enables a more professional outlook for the parents/visitors This would provide a private area for both staff and visitors to the pre-school Quotes are currently being sort and put forward to the committee for their thoughts on the idea, along with the possibility of a canopy to allow the children outside in all weathers

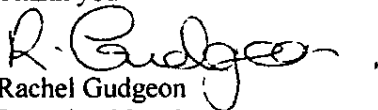
Another idea to enhance our facilities would be to have some kind of Canopy to allow the children out in all weathers.

Building and Maintenance

There are a few maintenance issues which have arisen At some time in the near future these will need to be resolved

Finally I would like to say a "Big" Thank you to Jo and Justine for their continued help and support especially over the last 7 months They have both helped me to ensure that taking on my new role as Pre-school leader wasn't at all difficult Therefore on behalf of both staff and parents at Pre-school again a big thank you and best wishes in the future

Thank you



Rachel Gudgeon
Pre-school Leader

Ullesthorpe Pre-School Ltd AGM 2007

Company Number 5537726

Meeting held at Ullesthorpe Pre-School, Wednesday 21st November, 2007

Secretary's report

Given by Mairi Mowbray

This is the second AGM of Ullesthorpe Pre-School Limited. At the end of last year's report, I said that I hoped we could look forward to a calmer year in 2007. I am happy to say that, from my perspective, at least, this has been the case. Rachel was appointed as our Leader in January and everything has been running very smoothly ever since! We have become a very popular Pre-School and are drawing children from a wide area. Many sessions are now full!!

Sam was recently appointed as Deputy so now we have a very strong staff team who are doing a marvelous job. We have also appointed a part-time administrative assistant so that Rachel needs to devote less of her time to paperwork and can spend more time with the children.

Kids Klub, the before and after school care facility, continues to run from our building, so we are able to offer two really valuable services to our local community.

I do not wish to duplicate what Rachel as Pre-School Leader, and Justine as Chair will be saying in their reports so I will leave them to report on the day to day happenings in Pre-School, major fundraising initiatives and committee decisions.

We need to say a massive thank you to the Directors who are standing down this year. Justine and Jo have worked tirelessly for many years to run this Pre-School. Their children have long since moved on to school, but they have continued to give hours of their time out of a fierce pride in the Pre-School. Jo was instrumental in getting the grant to build the Pre-School and in overseeing its building. Justine is pops in daily to help with administrative tasks and staff matters. They have both worked hard on the Winter Ball, establishing it as a regular and very successful fundraising event and a great night out. All this has been voluntary and we want to express our grateful thanks.

We are confident that a new generation of parents will come forward to take over their roles on the committee and that the Pre-School will move from strength to strength providing an excellent quality of education for the pre-School children of the community.

Mairi Mowbray

Company Secretary