



# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	Day	Month	Year	<b>To</b>	Day	Month	Year
	01	09	20		31	08	21

## Section A Reference and administration details

Charity name

Tutbury Preschool

Other names charity is known by

Registered charity number (if any)

1015234

Charity's principal address

Tutbury Preschool,  
 Cornmill Lane,  
 Tutbury, Burton On Trent  
 Postcode DE13 9HA

### 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	Caroline Acton	Preschool Manager		
2	Sophie Eley	Chairperson		
3	Catrin dhanda	Secretary		
4	Sara Alkin	Treasurer		
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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

**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)	Memorandum and Articles of Association
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	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.

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**Section C Objectives and activities**

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

To provide sessional day care for children aged 2 years to school age.
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We have offered which provide fixable care from 9am to 3pm Monday to Thursday and 9am to 12am on Friday.

We had to close on a Friday morning due to deep cleaning because of Covid.

We also closed our family group.

**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)**

**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**

We have 10 members of staff and 40 children on the books of these children 2 require SEN support.

The staff have continued their development through different training courses from autism to English as a second language.

We are also countering to update our policies and procedures in line with new government requirements. We have new Covid policies and procedures. We have taken part in the covid testing program.

The links with our main feeder school are still fine but due to covid it has been difficult for transitions to take place. I have been in contact with the head on a weekly basis to try and ensure we maintain a good working relationship.

We have also been busy raising money to try and stay open with little help for the government we were not able to apply for any grants or support. We have had to ask for help from our parents to stay afloat.

This year has been hard work we tried to stay open throughout the lockdowns. Some staff refused to work and stayed at home. We had to have one member of staff cleaning all the time. This pushed up our staffing costs.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

We have still managed to ensure to ring fence our 3 months running costs. We nearly had to use them to stay open . However our parents helped by fundraising.

**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.

We made a loss due to Covid our key objective was to stay open and not go out of business.

## 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)** Caroline acton

**Full name(s)** Caroline acton

**Position (eg Secretary, Chair, etc)** manager

**Date** 24/02/22

**TUTBURY PRE-SCHOOL PLAYGROUP**

**Income & Expenditure Account**

**For The Year Ended 31 August 2021**

Charity Number

1015234

TUTBURY PRE-SCHOOL PLAYGROUP

Income & Expenditure Account  
For the year ended 31 August 2021

	Summer Term 2020/2021	Spring Term 2020/21	Autumn Term 2020/21	End of Year	Notes
	£	£	£	£	
<b>Income</b>					
Fees	6,472.68	4,410.00	5,273.50	16,156.18	
Staffs CC	27,891.41	16,614.82	16,916.56	61,422.79	
SenCo	-	-	-	-	
DAF	-	-	-	-	
Fundraising	-	-	472.00	472.00	1
Donations & Grants	3,519.94	3,789.79	2,514.51	9,824.24	2
Refund of statutory payments (SMP)	-	-	-	-	
Bank Interest	0.56	0.74	0.73	2.03	
Toddlers	-	-	-	-	
Sale of uniform	-	-	20.00	20.00	
Cleaning	-	-	-	-	
Training	-	-	-	-	
Refund bank charges	-	-	-	-	
Other	-	-	-	-	
<b>Total Income</b>	<b><u>37,884.59</u></b>	<b><u>24,815.35</u></b>	<b><u>25,197.30</u></b>	<b><u>87,897.24</u></b>	
<b>Expenditure</b>					
Wages inc NI	32,566.25	18,403.52	23,211.19	74,180.96	
SenCo Wages	-	-	-	-	
Rent	2,397.00	2,448.00	2,958.00	7,803.00	
Outdoor play area	54.60	10.00	-	64.60	
Events - Fundraising	-	-	-	-	
Events - Non fundraising	78.00	-	-	78.00	
Children's uniform	-	-	-	-	
Food & Drink	296.48	331.55	367.78	995.81	
Equipment, books & crafts	1,426.01	919.13	855.44	3,200.58	
DAF	-	-	-	-	
Insurance	-	622.86	74.88	697.74	
Postage, Stationery & Pcopy	157.16	232.88	-	390.04	
Refund of Fees	-	-	-	-	
Sundries	157.52	152.86	-	310.38	
Petty cash items	100.00	200.00	300.00	600.00	
Training	-	-	261.00	261.00	
Cleaning	189.13	377.96	182.78	749.87	
Staff uniform	-	-	-	-	
Subscriptions	-	35.00	50.00	85.00	
Bank charges	-	-	-	-	
<b>Total Expenditure</b>	<b><u>37,422.15</u></b>	<b><u>23,733.76</u></b>	<b><u>28,261.07</u></b>	<b><u>89,416.98</u></b>	
	<b><u>462.44</u></b>	<b><u>1,081.59</u></b>	<b><u>(3,063.77)</u></b>	<b><u>(1,519.74)</u></b>	
 Excess of Income over Expenditure	<b>£</b>			<b>£</b>	
<b>Opening Balance as at 1 September 2020</b>					
Lloyds TSB Account 2569116	-		Lloyds TSB Account 2569116	-	
Lloyds TSB Account 3344789	22,126.72		Lloyds TSB Account 3344789	22,128.93	
Treasurers Account 63900860	14,969.03		Treasurers Account 63900860	13,672.08	
Cash in hand	-		Cash in hand	-	
	<b><u>£37,095.75</u></b>			<b><u>£35,801.01</u></b>	
 Less unreconciled Income	225.00		Less unreconciled Income		
Expenditure	-		Expenditure		
	<b><u>37,320.75</u></b>		Balance as at 31 August 2021	<b><u>#####</u></b>	
 Excess of income over expenditure	<b><u>(1,519.74)</u></b>				
	<b><u>35,801.01</u></b>				

TUTBURY PRE-SCHOOL PLAYGROUP

Notes to the Accounts for the Year Ended 31 August 2021

Note 1

Raffle	135.00
Raffle	160.00
Raffle	177.00

472.00

Note 2

Donation - Grandparents of	£2,500.00
Just Giving	£ 14.51
Amazon	£ 19.79
Caroline Acton - University Funding	£3,500.00
Tutbury	£ 270.00
Amazon	£ 11.46
Amazon	£ 8.48
Caroline Acton - University Funding	£3,500.00

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## TUTBURY PRE\_SCHOOL PLAYGROUP

### Auditors Report

The accounts prepared by the Treasurer, and presented on pages 1 to 3, are a fair and accurate record of the Income and Expenditure of Tutbury Pre-School Playgroup during the 12 months to 31 August 2021.

Signed:

A handwritten signature in black ink that reads "Jeremy Tutt". The signature is written in a cursive style with a large, sweeping underline that loops back under the first part of the name.

Name and Qualifications:

Jeremy Tutt BA (Hons), ACMA, CGMA

Date:

1<sup>st</sup> February 2022

**TUTBURY PRE-SCHOOL PLAYGROUP**

**Income & Expenditure Account**

**For The Year Ended 31 August 2021**

Charity Number

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