

**LIST OF OFFICERS AND PROFESSIONAL ADVISERS**  
**YEAR ENDED 31<sup>st</sup> AUGUST 2021**

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**Charity Number:** 1016388

**Committee:**

Chair: Sarah Lucas

Secretary: Kelly Hutton

Treasurer: Sarah Clayton

Additional Trustees (committee)

Charmaine Walker

Claire Bradshaw

Jessica Brazier

Sophie Norville

Oliva Bray

Joanne Coolen

**Principal Address:** Dudley Winterbottom Village Hall  
Hackleton  
Northants

**Bankers:** Barclays  
Northampton

**Independent Examiners:** Leslie Robert Clarke F.C.C.A  
8 The Ashes, Wootton, Northampton, NN4 6AQ

**REPORT TO THE COMMITTEE**

**FOR THE YEAR ENDED 31<sup>st</sup> AUGUST 2021**

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The Trustees being the members of the committee present their Report and the Financial Statements of the Charity for the year ended 31<sup>st</sup> August 2021.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Charity is governed by its constitution and is managed by the Trustees.

Most Trustees are already familiar with the work of the Charity when appointed and are encouraged to visit regularly as part of the induction process.

**OBJECTIVES AND ACTIVITIES**

**Charitable Objectives:**

The aim of the Charity is to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for their children through community groups and by:

- Offering appropriate play facilities and training courses, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children, regardless of race, culture, religion or means.
- Encouraging the study needs of such children and their families and promoting public interest in and recognition of such needs in local areas.
- Instigating and adhering to and furthering the aim of the Pre-School Learning Alliance.

The Trustees review the objectives and activities each year to ensure they continue to reflect the organisation's aims. In carrying out this review, the Trustees consider the Charity Commission's general guidance on public benefit.

**REPORT OF THE COMMITTEE****FOR THE YEAR ENDED 31<sup>st</sup> AUGUST 2021**

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**Review of Developments, Activities and Achievements:**

We continue to offer 5 morning sessions, 5 lunch clubs and 4 afternoon sessions. We open at 9am daily in line with the introduction of extended hours offering to eligible parents. This gives parents and carers as much choice and flexibility as the village hall permits. However, the government lockdowns in relation to covid that came into force in March 2020 and continued until March 2021 and beyond provided challenges in relation to being able to offer the full suite of hours in the initial lockdown period. However the pre-school opened as soon as we were permitted to and extended our offering to all our families not just key worker children.

We continue to offer a stimulating and supportive environment in which children thrive and become well equipped in readiness for their transition to primary school. The setting fully adopts the Early Year's Foundation Stage Framework, each child is treated as an individual and their developments together with their next learning goals are documented in their own personal 'learning journeys' which are now on an interactive platform so parents can add information and key learning achievements to their child's profile.

During the national covid pandemic a lot of time and focus was spent on achieving the necessary requirements for the preschool to be a covid safe setting. This required increased policies, procedures and communications with parents/guardians and staff. The management and staff handled this period of uncertainty which presented many new challenges extremely well and received thanks and praise from many parents of the setting. They sent support packs home for those children and their families who didn't return initially and often recorded stories by the practitioners so the children could see their teachers still.

Funding from our local government has been significantly reduced from 2020 and due to the pandemic, the majority of our fundraising events did not go ahead, leaving us with a gap in our fundraising revenue. Although were possible we tried several online events to help with this. We hope very much to be in a position in the next financial year to start up the process of fundraising activities and events where possible and hope to welcome new families to the setting.

**Report of the Committee:**

The setting has a highly motivated team of staff who all work extremely well together. This year we amalgamated the role of Business Manager with the Setting Manager due to a large overlap of responsibilities and duties, this has worked very well for the setting. We continue to employ a Deputy Manager who is in the setting four days a week but increases to five in busy periods.

We also have SENCO, Safeguarding, Speech and Language Lead staff to ensure these remain highly focused and developed areas.

We have found that in the moment planning has been hugely successful and we believe this encourages further development for the children’s learning. The team regularly share ideas with each other in regard to new methods of learning, play and craft an activity, which shows dedication to the children along with a understanding of their job function.

**HACKLETON PRE-SCHOOL PLAYGROUP**

**REPORT TO THE COMMITTEE**

**FOR THE YEAR ENDED 31<sup>st</sup> AUGUST 2021**

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The continued voluntary support from parents, friends, family and the local community remain vital and are greatly appreciated, especially in times where government funding and local fundraising activities have been reduced. Once again, we are especially grateful to the Village Hall for making the building covid safe, understanding the preschool requirements to continue using the building. During this year we have only been able to hold an online children’s bingo event and produce items within the setting, some made by the children to sell, such as Christmas gifts, mothers and father’s day presents etc.

**Trustees**

The trustees of the Charity throughout the year, being the members of the Committee, are listed on page 1.

This report was approved by the trustees at a management meeting held on 13<sup>th</sup> June 2022 and signed on their behalf



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Signed on behalf of the Trustees  
Sarah Lucas - Chairperson



To the Members

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Hackleton Pre School

Registered Charity Number 1016388

**Independent Examiners Report On The Accounts**

I have independently Examined the Receipts and Payments Account and Statement of Assets and Liabilities as Attached for the Year Ending August 2021

**Respective responsibilities of Members and Examiner**

As members you are responsible for the preparations of the Accounts. It is considered that an Audit is not required for this year although an Independent Examination is Needed.

It is my Responsibility to

- Examine the Accounts under The Charities Act
- To follow the Procedures laid down in the General Directions given by the Charity Commission
- To State whether particular matters have come to my attention

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with General Directions given by the Charity Commission and with my experience as a Qualified Accountant. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the 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 next Statement.

**Independent Examiner's Statement**

In connection with my Examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements have not been followed

- I have Found that accounting records have been kept in a correct and fit manner
- I have Found that monthly accounts have been produced using the accounting records kept which comply with general accounting requirements

In my opinion the Accounts and Accounting Records have been kept and prepared with proper understanding of Accounting Procedures

Leslie Robert Clarke F.C.C.A.

8 The Ashes Wootton Fields, Northampton, NN4 6AQ

Signed:..........

16<sup>th</sup> June 2022

# HACKLETON PRE SCHOOL

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Registered Charity No 1016388

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31<sup>st</sup> AUGUST 2021

|                                       | 12 Months to<br>31/08/2021 | 12 Months to<br>31/08/2020 |
|---------------------------------------|----------------------------|----------------------------|
| <b>RECEIPTS AND PAYMENTS ACCOUNT</b>  |                            |                            |
| <b>RECEIPTS</b>                       | <b>£</b>                   | <b>£</b>                   |
| N.C.C. Free Entitlement Grant         | 40,433.86                  | 37,963.19                  |
| Fees from Families                    | 20,441.59                  | 17,204.91                  |
| Hackleton Parish Council Grant        | 1,000.00                   | 0.00                       |
| Grant from S. Northants Council       | 0.00                       | 5,000.00                   |
| Donations                             | 117.00                     | 56.00                      |
| Income Generated from Activities      | 3,775.55                   | 1,408.00                   |
| Furlough Grant                        | 12,491.88                  | 21,347.04                  |
| Other Income                          | 51.50                      | 63.30                      |
| <b>Total Receipts for the Year</b>    | <b>78311.38</b>            | <b>83,042.44</b>           |
| <b>PAYMENTS</b>                       |                            |                            |
| Employment Costs                      | 64,167.62                  | 70,885.54                  |
| Fund Raising Expenses                 | 1,255.33                   | 1,194.25                   |
| Subscriptions & Donations             | 1,804.65                   | 1,781.65                   |
| Property Costs                        | 3,731.96                   | 4,783.77                   |
| General Expenses                      | 3,436.71                   | 4,711.66                   |
| <b>Total Expenditure for the Year</b> | <b>74,396.27</b>           | <b>83,356.87</b>           |
| <b>NET RECEIPTS (PAYMENTS)</b>        | <b>3,915.11</b>            | <b>(314.43)</b>            |
| Cash Funds at 01/09/20                | 38,748.52                  | 39,062.95                  |
| Cash Funds at 31/08/21                | 42,663.63                  | 38,748.52                  |

# HACKLETON PRE SCHOOL

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Registered Charity No 1016388

## RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31<sup>st</sup> AUGUST 2021

### STATEMENT OF ASSETS AND LIABILITIES

| ASSETS                       | £                | £                |
|------------------------------|------------------|------------------|
| Cash Funds                   |                  |                  |
| Bank Accounts                | 42,663.53        | 38,748.52        |
| Cash in Hand (Floats)        | 578.50           | 450.00           |
| Outstanding Fees, or Cheques | 0.00             | 0.00             |
| <b>Total</b>                 | <b>43,242.03</b> | <b>39,198.52</b> |
| <br>                         |                  |                  |
| Liabilities                  |                  |                  |
| Nest Pensions                | 0.00             | 0.00             |
| Fees Outstanding             | 517.50           | 120.00           |
| Rent for Period              | 0.00             | 0.00             |
| <b>Total</b>                 | <b>517.50</b>    | <b>120.00</b>    |

To the Members

Page 1

Hackleton Pre School

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