



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 01	Year 2021		Day 31	Month 12	Year 2021

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Epping Upland C of E Primary School	
Carters Lane	
Epping Green, Essex	
Postcode	CM16 6QJ

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	Jane Burling	Chair		
2	Angela Caffall	Treasurer		
3	Lisa Hooper	Secretary		
4				
5				
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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)	Constitution Adopted 16 th January 1992
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by Chair

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

The main objectives of the charity is the organising and running of a preschool for children who live locally. To provide a secure learning area and to give the children opportunity to learn through play.

The trustees have read the guidance on public benefit and have considered it when carrying out their duties of overseeing the running of the nursery, and the forward planning, and consider that they are fulfilling their legal duty

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

The charity suffered significantly through 2020/21, parents and carers of children donated money to help the charity.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Charity tries to reserve money but 2021 has left them with no reserves

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 try to raise funds through events. Parents fund their children if under 3 years old and one over 3 years we receive funds from the local council.

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)		
Full name(s)	Angela Caffall	
Position (eg Secretary, Chair, etc)	Treasurer	
Date		



Receipts and payments accounts

For the period from	Period start date 1/1/2021	To	Period end date 12/31/2021
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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					
Council Funding	59,153	-	-	59,153	-
Donation / Fundraising	1,102	-	-	1,102	-
Fees	18,680	-	-	18,680	-
Transfer from savings	5,000	-	-	5,000	-
Staff Collections	215	-	-	215	-
Sale of Uniform	290	-	-	290	-
HMRC	385	-	-	385	-
Days Out	383	-	-	383	-
Furlough	3,772	-	-	3,772	-
Sub total (Gross income for AR)	88,980	-	-	88,980	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	88,980	-	-	88,980	-
A3 Payments					
Salaries	76,801	-	-	76,801	-
Premises Costs	14,306	-	-	14,306	-
Hire of Equipment	1,009	-	-	1,009	-
Consumables	2,725	-	-	2,725	-
Equipment / Toys	1,360	-	-	1,360	-
Funding Errors refunds	1,104	-	-	1,104	-
Recruitment	376	-	-	376	-
Mobile Phone	1,630	-	-	1,630	-
Insurance / Subscriptions	1,301	-	-	1,301	-
Uniform	843	-	-	843	-
Move to Saving	4,000	-	-	4,000	-
Misc	691	-	-	691	-
Training	200	-	-	200	-
Sub total	106,346	-	-	106,346	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	106,346	-	-	106,346	-
Net of receipts/(payments)	- 17,366	-	-	- 17,366	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 17,366	-	-	- 17,366	-

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	Current Account	1,268	-	-
		-	-	-
		-	-	-
	Total cash funds	1,268	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

Independent Examiner's Report to follow...