



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## **Trustees' Annual Report for the period**

**From 1<sup>st</sup> September 2021 Period start date To 31<sup>st</sup> August 2022 Period end date**

**Charity name: Tickton Pre School**

**Charity registration number: 1020795**

### **Objectives and Activities**

At Tickton Pre-school and Play Pals it is our mission to provide individual, developmental play for unique children of all abilities.

- We have a child-centred, stimulating and fun environment which the children cannot wait to attend.
- Children are at the centre of everything we do.
- We operate an open door policy which is inclusive to all children, parents/carers and families. Through our dedicated team work we provide a safe, secure and healthy environment for all children to enjoy.
- We support children on a path of lifelong learning.
- We are a setting determined to meet the needs of our local parents and partners and to play a role in our community.

Tickton Pre-school and Play Pals actively promotes the fundamental values of democracy, the rule of law, individual liberty and the mutual respect and tolerance of those who have different faiths and beliefs. These are interpreted for our youngest children through; learning right from wrong; modelling mutual respect, positive relationships and offering second hand experiences (such as stories and learning through media); learning to take turns and share and by challenging negative stereotypes.

The Charity is a Pre-school offering play, education and care facilities for children aged 2 to rising 5 years. It is open for full day-care from 9:15 to 15:15. Tickton Play Pals runs the out-of-school-club enabling us to accommodate children from 3 years whose parents may require them to be in extended care (from 7:30am to 5:30pm).

The pre-school is mindful not to exclude families on lower incomes and this will be monitored. In addition parents who have difficulty paying are advised on the assistance they can apply for from government sources and we have funded two year olds attending the setting. The facility is regularly advertised and has a website with links to other educational sites.

The Trustees have had regard to the Charity Commission guidance on public benefit.

We are extremely grateful for the many hours our members volunteer. Without this valuable contribution of time, energy and enthusiasm, we would not have been able to achieve so much. Our trustees receive no remuneration or other benefits for their time, except for the treasurer. (After consultation with the Charity Commission, this was agreed in 2012/13).

## Achievements and Performance

The setting has been continuing to build on the hard work of the previous few years educationally and financially and as ever, striving to maintain its outstanding Ofsted status.

There have been changes to trustees during the year. Mike Haysom was appointed as Chair as Sally Harling stepped down as Chair, Nicci Richardson remained as Treasurer and Stephen Turner has remained as Secretary.

We have had no changes with the pre-school staffing.

Each staff member has an allocated area of development and particular area of focus these are: PSED, Understanding the world, Expressive arts and design, Maths, Communication and language, Literacy, Sensory, PANco and physical development.

All staff are enthusiastic about roles and are actively embracing them, planning how to improve their areas and ensuring that our pre-school is the best it can be.

On top of this and our mandatory training, all of our staff attend enrichment courses throughout the year. We pride ourselves on our continuous professional development and are very proud to have a staff team who are willing to further their professional development.

We try to ensure that the transitions to schools are as smooth as possible. We do regular visits and transition meetings with appropriate schools. We also use the school for forest schools.

All staff have worked extremely hard to ensure they have developed good relationships with their key children's families. This allows us to communicate better about how children are doing and if there are any concerns from either side.

The pre-school has a really strong team to move forward and continue working towards the next Ofsted, hoping to maintain the "Outstanding" status.

More time is being input into obtaining grants which has previously proven to be more successful than fundraising. This is still an ongoing process. This year no grants were obtained as we struggled to pick back up following the Covid 19 pandemic and enforced closures.

## Financial Review

Following Covid 19, the setting has continued to be popular and children numbers are slowly returning to previous levels. The charity had a total income of £170,614 and expenditure of £193,137. The statement of our financial activities is attached. Closing bank balance was £68,737

It is the policy of the Charity to maintain sufficient funds to enable it to carry out its objectives and to meet periodic capital expenditure, which would ideally be at least 3 months expenditure in reserve at all times. The reserves held at the end of the financial year exceeded our target of £40,000, and every effort is being made to maintain this level to ensure future sustainability.

The trustees plan to continue the Pre School and Play Pals during school term times, subject to satisfactory funding arrangements and continued demand by the local community. The Pre school will continue to work within Ofsted Regulations.

## Structure, Governance and Management

The charity works to the Constitution recommended by the Pre-school Learning Alliance and approved by the committee.

The Charity is administered by a Board of Trustees who has the power of appointing a new Trustee/Trustees. In selecting persons to be appointed as Trustees, the Trustees shall take into account the benefits of appointing a person whose qualifications and employment of knowledge will make a contribution to the pursuit of the objects or management of the Charity.

### Trustees Responsibilities

The Charities Act 1993 requires the Trustees to ensure that the Charity keeps accounting records of all the Charity transactions so as to disclose at any time, with reasonable accuracy, the financial position of the Charity at the time and enable them to ensure that the financial statements comply with the disclosure regulations. The Trustees are also responsible for safeguarding the Charity's assets and hence taking reasonable steps for the prevention and detection of error, fraud and other irregularities.

In preparing the financial statements the Trustees are expected to:-

- Select suitable accounting policies and apply them consistently, making judgements and estimates that are reasonable and prudent;
- Follow the recommendations of the Charity Commission and the accounting profession with regard to form and content of the financial statements, or to disclose and explain any departures there from; and
- Prepare the financial statements on a going-concern basis unless it is inappropriate to assume that the Charity will be able to continue to meet its objectives.

### Organisational Structure

The Trustees meet at least three times a year to discuss all governance matters concerning the Charity. At these meetings the Trustees consider and make decisions on actions to be taken in accordance with the Charity's objectives. Discussions are reached by majority vote where unanimity has not been achieved. Most of this years meetings have been made via Zoom.

### Relationship with related parties.

The Charity is registered with Ofsted to enable the setting to operate and with the Pre-school Learning Alliance, which provides any necessary social and legal advice. Support is also provided by East Riding of Yorkshire County Council Early Years Department by funding and general advice.

## Reference and Administrative details

Charity name	Tickton Pre School
Other name the charity uses	Tickton Play Pals
Registered charity number	1020795
Charity's principal address	Tickton Village Hall Main Street Tickton HU17 9RZ

### 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	Mike Haysom	Chair / Trustee		
2	Nicci Richardson	Treasurer / Trustee		
3	Stephen Turner	Secretary / Trustee		
4	Pauline Parker	Trustee		
5	Jon Parker	Trustee		
6	Helen Turner	Employee / Trustee		
7	Karen Shaw	Employee / Trustee		
8	Lauren Heath	Trustee		

### Names of senior staff members

Helen Turner (Manager), Sharon Haysom, Charlotte Raynor

### Declarations

The trustees declare that they have approved the trustees' report above.

### Signed on behalf of the charity's trustees

Signature(s) *NJ Richardson*

Full name(s) Nicci Richardson

Position (eg Secretary, Chair, etc) Treasurer

Date 30/04/2023

**Charity Name:**

**Tickton Pre School**

**Registered Number:**

**1020795**

**Receipts and payments accounts**

**For the period from 1st September 2021 to 31st August 2022**

**Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Year to 31/08/2022 to the nearest £	Year to 31/08/2021 to the nearest £
<b>Receipts</b>				
Fees	46,057	0	46,057	43,547
LEA Funding	124,551	0	124,551	137,640
<b>Total receipts</b>	<b>170,614</b>	<b>0</b>	<b>170,614</b>	<b>181,187</b>
<b>Payments</b>				
Salaries	152,898	0	152,898	139,026
Rent	15,925	0	15,925	17,323
Materials	7,741	0	7,741	9,079
Provisions				
- Food	8,579	0	8,579	7,874
Administration				
- Insurance	840	0	840	834
- Treasurer Remuneration	1,000	0	1,000	1,000
- Miscellaneous	738	0	738	182
- MPLC	288	0	288	0
- Ofsted	50	0	50	50
- Postage	329	0	329	89
- Stationery	173	0	173	84
- Website Costs	784	0	784	1,111
- Telephone	395	0	395	347
Equipment	2,448	0	2,448	1,174
Miscellaneous				
- Repairs & Renewals	371	0	371	131
- PAT Testing	84	0	84	84
Training	202	0	202	53
Advertising	25	0	25	80
Bank Charges	268	0	268	200
<b>Total payments</b>	<b>193,137</b>	<b>0</b>	<b>193,137</b>	<b>178,722</b>
<b>Net of receipts/(payments)</b>	<b>(22,522)</b>	<b>0</b>	<b>(22,522)</b>	<b>2,465</b>
<b>Cash funds last year end</b>	<b>68,737</b>	<b>0</b>	<b>68,737</b>	<b>66,272</b>
<b>Cash funds this year end</b>	<b>46,215</b>	<b>0</b>	<b>46,215</b>	<b>68,737</b>

**Charity Name:**  
**Registered Number:**

**Tickton Pre School**  
**1020795**

**Receipts and payments accounts**  
**Miscellaneous Receipts**

**Statement of assets and liabilities at the end of the period**

**Cash funds**

	to nearest £	to nearest £
Petty Cash	-	-
Current Account	11,209	26,890
Reserve Account	35,006	41,848
<b>Total cash funds</b>	<b>46,215</b>	<b>68,737</b>

(agree balances with receipts and payments account(s))

OK

OK

**Assets**

**Details**

	to nearest £	to nearest £
Debtors (Parents Fees)	26,080	16,141
	-	-

**Liabilities**

**Details**

	to nearest £	to nearest £
Creditors (Parents Fees paid in advance)	-	-
Creditors (Suppliers)	-	-
HMRC (PAYE/NIC)	2,002	1,969

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

Signature

*N Richardson*

Print Name

Nicolla Richardson

Date of approval

30/04/2023



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Tickton Pre School

**On accounts for the year  
ended**

31/08/2022

**Charity no  
(if any)**

1020795

**Set out on pages**

1 and 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2022**.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* *Please delete the words in the brackets if they do not apply.*

**Signed:** *Tammy Brown*

**Date:** 30/04/2023

**Name:** Tammy Brown

**Relevant professional  
qualification(s) or body  
(if any):**

N/A

**Address:** 40 Gorsedale

Hull

HU7 4AT

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**