

Trustees' Annual Report for the period

	Period start date			Period end date		
	Day	Month	Year	Day	Month	Year
From	01	09	2020	To	31	08 2021

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

HONEYWOOD CORNER,	
IXWORTH ROAD	
NORTON	
Postcode	IP31 3LE

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	Kathryn Rowland	Chairperson		
2	Lucy Edwards	Treasurer		
3	Chloe Stuteley			
4	Zane van Romunde			
5	James Bailey			
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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)

PLA Model Constitution 2011

How the charity is constituted
(eg. trust, association, company)

TRUST

Trustee selection methods
(eg. appointed by, elected by)

ELECTED AT AGM

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 development and education of children of pre-school age, by providing play, education and care facilities, family learning and extended hours, involving parents and offering opportunities regardless of race, religion, culture, means or ability.

We provide outreach for parents and carers within a rural community.
We offer community involvement in activities and fundraising events.
We also promote awareness of other organisations and charities.

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 faced another year of challenges due to the Covid-19 pandemic, where we had to close our doors again at the beginning of the year until March. Despite this, numbers have remained positive.

We obtained a Bounce Back loan which helped to maintain a secure and stable financial position and received some money through various grants to help the pre-school stay solvent.

The fundraising for a new building is still ongoing and we received confirmation that the landowners are willing to extend the land that the pre-school is currently on in order for us to build a bigger building when we have the funds.

Our Breakfast Club and After School Club temporarily moved to the local primary school during this year to keep in line with government guidance to form separate bubbles of children and separate the older children from the pre-school children. This has been working very well.

We have come through another year of the pandemic with no cases of Covid-19 reported.

Section E Financial review

Brief statement of the charity's policy on reserves

Our reserve funds are held in our current account and are to be used to aid the pre-school as and when needed. The committee intends to open a new, separate account to hold our reserve funds as soon as possible.

Details of any funds materially in deficit

NONE

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.

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)

K Rowland

Full name(s)

KATHRYN ROWLAND

Position (eg Secretary, Chair, etc)

CHAIR

Date

24/5/2022

NORTON PRE SCHOOL
Receipts Payment Accounts
September 2020 to August 2021

RECEIPTS (GROSS INCOME)		2021	2020	2019	2018
Funding	Early Years Funding (SCC)	55,706	65,931	75,178	61,352
	Early Years Pupil Premium (EYPP)	970	511	1,250	
	High Tariff Funding	450	0	0	
Fees, subscriptions & Donations	Pre-school fees	7,213	9,413	10,462	8,487
	Out of School fees	23,292	32,574	51,497	40,762
	Holiday Club	0	1,925	5,875	6,708
Grants	Job Retention Scheme (Gov Furlough)	9,053	12,565		
	Discretionary Grant (local authority)	0	5,000		
	Tesco Grant	0	500		
	Emerging Needs Grant (local authority)	2,000			
	Community Restart Grant (local authority)	0			
Fundraising event proceeds	Fundraising	36	1,823	4,179	3,443
	Expenses	0	0	0	0
	Commission	134	210	239	351
	Donations to other Charities	0	5	9	100
	Grants	800	650	500	650
Pakenham Trust	Donations	2,900	55	52	909
Classroom	Educational trips fees	0	4	120	228
	T shirt sales	18	66	285	18
Staff	Training refunded	0	297	135	178
	Apprentice Payment	0	500	500	0
Other receipts	Miscellaneous	26	34	298	692
	Bank charges written back	0	0	0	0
	Monies written back	0	0	0	0
	Transfer from CAF account	0	0	20,186	0
Business Loans	Santander Bounce Back Loan	43,000			
Investment income	CAF Account transfer from C/A	0	0	0	0
	CAF60 Account transfer from C/A	3,895	1,620	3,954	3,994
	Interest on CAF Account	0	0	17	10
	Interest on CAF60 Account	127	115	82	55
TOTAL RECEIPTS		149,620	133,798	174,818	127,937
PAYMENTS (TOTAL EXPENDITURE)		2021	2020	2019	2018
Wages	Staff Wages, PAYE, NI & PENSION	95,289	113,455	112,980	101,589
	Sage One Software Fees/Accountant	938	888	521	551
Staff Costs	Training	44	747	1,043	1,044
	Staff Uniform	412	444	395	536
Fees	Refund of Fees	149	1,275	27	94
Premises	Rent (pre-school)	0	0	0	0
	Rent (out of school)	1,126			
Insurance & Membership	Insurance	1,142	1,134	1,119	1,212
	Affiliation Fees	174	139	186	74
Utilities	Telephone & Broadband	497	525	860	1,140
	Mobile Phone	24	0	0	0
	Electricity	1,934	2,223	3,246	1,731
	Water Rates	486	304	542	540
Maintenance	Refuse Collection	731	419	680	680
	Cleaner	0	0	505	295
	Hygiene and Cleaning	125	1,723	1,706	1,445
	Building Renewals & repairs	23	6,771	882	1,727
	Ground maintenance	803	2,456	100	1
	Equipment R and R	122	877	511	1,260
	Fire	162	67	126	62
	PAT Testing	109	236	122	118
	Rentokil	386	362	338	316
Educational supplies	Craft & development materials	706	693	1,324	684
	Toys and Books	84	37	178	9
	Educational trips	0	4	295	361
	T Shirt costs	240	143	502	0
	Snacks	382	1,559	2,502	2,499
Out of Schools	ASC Spending	293	124	146	165
Administration	Postage & stationery	922	775	1,627	1,779
Computer System	Famly App	0	1,073		
Fundraising events costs	Fundraising costs	816	591	1,559	1,789
	Committee expenses	6	6	0	8
	Donations to Other Charities	0	5	9	17
	Grants	303	0	169	67
Pakenham Trust	Transfer of funds to CAF Account	0	0	0	0
	Transfer of funds to CAF60 Account	3,895	1,620	3,954	3,994
	Transfer of Funds to C/A from CAF	0	0	20,186	0
	Advertising & Marketing	146	12	112	112
	Miscellaneous expenses	0	13	200	157
	Gifts	331	164	198	25
	Bank Charges	0	0	0	0
	Team Building	35	29	218	163
Funding	EY Additional Needs Funding (SEND)	946	0	0	0
	Early Years Pupil Premium (EYPP)	1,390	429	895	1,006
	High Tariff Funding	0	0	0	0
	EYFS Additional Payment	0	0	408	0
Grants	Job Retention Scheme (Gov Furlough)	0			
	Discretionary Grant (local authority)	0			
	Tesco Grant	304			
	Emerging Needs Grant (local authority)	1,741			
	Community Restart Grant (local authority)	2,500			
TOTAL PAYMENTS		119,716	141,322	160,371	127,250
Surplus		29,904	-7,524	14,447	687
Bank & cash balances b/f		47,542	55,066	40,619	39,932
Bank & cash balances c/f		77,446	47,542	55,066	40,619
Represented by:					
Current Account		58,425.00	32,543.00	41,802.00	11,221.00
CAF Gold (CLOSED - March 19)		0.00	0.00	0.00	20,169.00
CAF 60		19,021.00	14,999.00	13,264.00	9,229.00
TOTAL		77,446	47,542	55,066	40,619

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Signature(s)

K Rowland

Full name(s)

KATHRYN ROWLAND

Position (eg Secretary, Chair, etc)

CHAIR

Date

24/5/2022