

Trustees' Annual Report

for the period

From (start date) to (end date)

Section A

Reference and administration details

Charity name

Other names the charity is known by

Registered charity number (if any)

Charity's principal address

 Postcode

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	Lydia Graham	Chair	Jan 2021	Committee
2	Hannah Racher	Treasurer	Jan 2021	committee
3	Suzanne Parker	Secretary	Feb 2021	committee
4	Mary Costa-Alves			committee
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15				
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

Section A

Reference and administration details (continued)

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)

Pre-School Learning Alliance Model Constitution 2011

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

Registered Charity

Trustee selection methods
(eg appointed by, elected by)

Elected by committee members

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 Early years Education for children 2-5 years following the EYF5 and under Ofsted regulation, Monday-Friday Term time.

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.

The sessions are structured around the Early Year Foundation stage curriculum. Opportunities are provided around all 7 areas of learning. This year has involved intentions around speech, language and communication for many children. Key persons use in the moment planning to promote individual learning. Children have access to creative, mark-making, malleable and role play. Music, science, mathematical book area, outdoor physical play. There is a local offer for SEND children.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The Pre-School continues to maintain excellent numbers of children on roll. Majority of places are filled from families in the local community including 2 year funded, 15 hour and 30 hour funded children. The Preschool is listed on the City of York Council Family Information Service as an Ofsted rated good provider. The Pre-School has remained open during the second lockdown during the coronavirus pandemic offering a vital service to children and families in the local community.

Section E

Financial review

Brief statement of the charity's policy on reserves

Holgate Pre-School aims to hold three month's outgoings in reserve.

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.

Receipt of Co-op community fund.
Receipt of Holgate Ward Funding.

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)

LYDIA GRAHAM

Position (eg Secretary, Chair, etc)

Chair

Date

11 03 21

Holgate Pre-School

(Charity Number 1022746)

Receipts & Payments Accounts for the year ending: 31 August 2020

	Restricted Fund £	Unrestricted Funds £	2020 Total Funds £	2019 Total Funds £
RECEIPTS				
Fees Income	-	7,222	7,222	11,857
EYP Funding	-	60,427	60,427	52,546
Other Grants Received	-	6,077	6,077	16
Donations & Fundraising	-	206	206	642
Milk Refunds	-	269	269	464
Bank Interest	-	7	7	8
Other Sundry Income	-	-	-	-
Total Receipts	-	74,207	74,207	65,533
PAYMENTS				
Salaries & Wage Costs	-	53,307	53,307	57,158
Staff Training & Other Costs	-	528	528	686
Play Materials & Equipment	-	1,353	1,353	1,285
Activities & Outings	-	818	818	407
Milk & Refreshments	-	368	368	1,169
Rent & Rates	-	2,868	2,868	4,302
Cleaning, Repairs & Mainten.	-	1,884	1,884	456
Insurance Costs	-	623	623	502
Affiliation & Subscriptions	-	660	660	426
Telephone & Postage	-	606	606	510
Printing & Stationery	-	176	176	414
Consumables	-	142	142	25
Advertising & Publicity	-	161	161	44
General & Computer Equipm	-	207	207	430
Accountancy & Professional	-	26	26	-
Other Sundry Expenses	-	-	-	-
First aid training	-	-	-	170
Total Payments	-	63,727	63,727	67,984
Net of Receipts/(Payments)	-	10,480	10,480	- 2,451
Transfers between funds	-	-	-	-
Balance Brought Forward	-	9,118	9,118	11,569
Balance Carried Forward	-	19,598	19,598	9,118

Holgate Pre-School

(Charity Number 1022746)

Statement of assets and liabilities as at 31/08/20

Independent Examiner's Report on the Accounts

Report to the Management Committee (trustees) of Holgate Pre-School, Charity number 1022746 on the accounts for the year ended 31st August 2019 set out on pages 5 & 6.

Respective responsibilities of the Management Committee and Independent Examiner

The management committee, as the charity's trustees, are responsible for the preparation of the accounts. The Management Committee consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the act)) and that an independent examination is needed.

As the Independent Examiner, it is my responsibility to

- examine the accounts (under section 43(3)(a) of the Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act); and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records
 - to prepare accounts which accord with these accounting recordshave not been met;
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Signed

..... Date:24 April 2021

Name: Steven Kitching

Relevant Professional Qualification: ...ACMA

Address: 10 Lindley Street

York

YO24 4JF