



# Trustees' Annual Report for the period

Period start date		Period end date	
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

### 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		Committee
2	Suzanne Robinson-Parker	Secretary		Committee
3	Hannah Racher	Treasurer		Committee
4	Jennifer Robson		11 <sup>th</sup> November 2021	Committee
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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 <small>(eg. trust deed, constitution)</small>	Pre-School Learning Alliance 2011
How the charity is constituted <small>(eg. trust, association, company)</small>	Registered charity
Trustee selection methods <small>(eg. appointed by, elected by)</small>	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**

The objectives of the charity are to provide early years education for under fives in a term time setting for 38 weeks of the year.
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**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)**

The main curriculum is through the Early Years foundation stage supported by the development matters framework. Programmes and strategies are in place for children with delayed speech and language development.

Continuous provision covers all of the 7 areas of learning including physical development through organised sporting activities, creative and mark making, mathematical & scientific, role play and malleable, music and technology.

An excellent key person system is in place.

Local offer is available for SEND children.

Children in receipt of 2.3 and 30 hours funding are accepted at the setting.

**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.

Children in receipt of Early Years pupil premium are offered outdoor organised physical Rugbytots sessions to enhance their wellbeing and opportunity.

**Section D**

**Achievements and performance**

**Summary of the main achievements of the charity during the year**

The Pre-School has had an excellent uptake in places this year. Places are mainly to funded children. Recommendations are strong from links with previous families. Session times are flexible around the children's individual needs with a shorter session for younger children if required. Advertising is done through the family information service.

Details of any funds received in dollar

Further financial reports attach (optional information)

Details of any other income received

- Recurring income (including any contributions)
- One-off donations (including any grants)
- Investment income (including any interest)

**Financial Summary**

Income from donations

Income from other sources

Total income

Expenditure on activities

Expenditure on administration

Total expenditure

Surplus/Deficit

Balance carried forward

Balance brought forward

Balance at year end

**Section E Financial review**

Brief statement of the charity's policy on reserves

Holgate Pre-School aims to hold three months 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.

**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)	Lydie Graham	
Position (eg Secretary, Chair, etc)	Chair	
Date	10/03/2022	

## Holgate Pre-School

(Charity Number 1022746)

### Receipts and payment accounts for the year ending 31st August 2021

	Restricted Fund £	Unrestricted Funds £	2020 Total Funds £	2021 Total Funds £
<b>RECEIPTS</b>				
Fees Income	-	-	7,222	5,992
EYP Funding	-	-	60,427	66,209
Other Grants Received	-	-	6,077	1,977
Donations & Fundraising	-	-	206	230
Milk Refunds	-	-	269	354
Bank Interest	-	-	7	0
Other Sundry Income	-	-	-	-
<b>Total Receipts</b>	<u>-</u>	<u>-</u>	<u><b>74,207</b></u>	<u><b>74,762</b></u>
<b>PAYMENTS</b>				
Salaries & Wage Costs	-	-	53,307	61,350
Staff Training & Other Costs	-	-	528	1,152
Play Materials & Equipment	-	-	1,353	1,299
Activities & Outings	-	-	818	394
Milk & Refreshments	-	-	368	510
Rent & Rates	-	-	2,868	4,302
Cleaning, Repairs & Mainten	-	-	1,884	1,838
Insurance Costs	-	-	623	623
Affiliation & Subscriptions	-	-	660	533
Telephone & Postage	-	-	607	832
Printing & Stationery	-	-	176	173
Consumables	-	-	142	133
Advertising & Publicity	-	-	161	91
General & Computer Equipm	-	-	207	558
Fundraising costs	-	-	-	31
Other Sundry Expenses	-	-	27	83
First aid training	-	-	-	120
<b>Total Payments</b>	<u>-</u>	<u>-</u>	<u><b>63,728</b></u>	<u><b>74,022</b></u>
<b>Net of Receipts/(Payments)</b>	-	-	<b>10,480</b>	<b>740</b>
<b>Transfers between funds</b>	-	-	-	-
<b>Balance Brought Forward</b>	-	-	<b>9,118</b>	<b>19,598</b>
<b>Balance Carried Forward</b>	<u>-</u>	<u>-</u>	<u><b>19,598</b></u>	<u><b>20,339</b></u>

## Holgate Pre-School

(Charity Number 1022746)

### Statement of assets and liabilities at 31/08/2021

# 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 2021 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: ..... 18 April 2022

Name: Steven Kitching

Relevant Professional Qualification: ...ACMA

Address: 10 Lindley Street  
York  
YO24 4JF