



# 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		Committee
2	Suzanne Robinson-Pance	Secretary		committee
3	Jennifer Robson	Treasurer		committee
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
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)

Debbie Graham Pre-school Manager

**Section B**

**Structure, governance and management**

Description of the charity's trusts

Type of governing document  
(eg trust deed, constitution)

Pre-School Learning Alliance 2014

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.

**Section C****Objectives and activities**

Summary of the objects of the charity set out in its governing document

The charity's main objectives are to provide early years education for under 5s in a term time setting for 38 weeks of the year.

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 manager has built a curriculum, through guidance from the Early Years Foundation Stage Framework. Consideration and planning is made around children with SEN & communication and language delay. Pupil premium funding is used to support Rugbytors' programme. 2, 3 and 30 hour funding is accepted.

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.

**Section D****Achievements and performance**

Summary of the main achievements of the charity during the year

The setting remains competitive in the area. The 2 year place take up has increased. Advertising is through the Family Information Service but also increasingly by 'word of mouth', 'siblings' etc. Families enjoy the flexibility of session time and days. Approximately half the children on roll stay with the Pre-School for a second year. Another excellent year of uptake of places.

Section E

Financial review

Brief statement of the charity's policy on reserves

Hidgate Pre-School aims to hold three months outgoings in reserve. Plus redundancy payments.

Details of any funds materially in deficit

[Empty box for details of 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.

Principal source of funds from Local Authority funding

Expenditure has been balanced carefully against income.

Section F

Other optional information

[Empty box for other optional information]

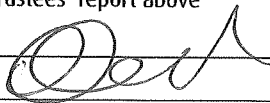
Section G

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

3 | 0 | 0 | 3 | 2 | 3

# Holgate Pre-School

(Charity Number 1022746)

## Receipts and accounts for the year ended 31/08/2022

	Restricted Fund £	Unrestricted Funds £	2022 Total Funds £	2021 Total Funds £
<b>RECEIPTS</b>				
Fees Income	-	-	10,182	5,992
EYP Funding	-	-	67,821	66,209
Other Grants Received	-	-	1,885	1,977
Donations & Fundraising	-	-	35	230
Milk Refunds	-	-	163	354
	-	-	-	0
	-	-	-	-
<b>Total Receipts</b>	<b>-</b>	<b>-</b>	<b>80,086</b>	<b>74,762</b>
<b>PAYMENTS</b>				
Salaries & Wage Costs	-	-	65,743	61,350
Staff Training & Other Costs	-	-	89	1,152
Play Materials & Equipment	-	-	1,041	1,299
Activities & Outings	-	-	2,314	394
Milk & Refreshments	-	-	837	510
Rent & Rates	-	-	5,100	4,302
Cleaning, Repairs & Mainten.	-	-	2,782	1,838
Insurance Costs	-	-	636	623
Affiliation & Subscriptions	-	-	322	533
Telephone & Postage	-	-	207	832
Printing & Stationery	-	-	296	173
consumables	-	-	-	133
Advertising & Publicity	-	-	10	91
General & Computer Equipm	-	-	1,049	558
Fundraising costs	-	-	-	31
Other Sundry Expenses	-	-	-	83
Refund of fees	-	-	335	-
Bank charges and interest	-	-	38	-
First aid training	-	-	-	120
<b>Total Payments</b>	<b>-</b>	<b>-</b>	<b>80,797</b>	<b>74,022</b>
<b>Net of Receipts/(Payments)</b>	<b>-</b>	<b>-</b>	<b>- 711</b>	<b>740</b>
<b>Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Balance Brought Forward</b>	<b>-</b>	<b>-</b>	<b>20,339</b>	<b>19,598</b>
<b>Balance Carried Forward</b>	<b>-</b>	<b>-</b>	<b>19,628</b>	<b>20,339</b>

Holgate Pre-School

(Charity Number 1022746)

## Statement of assets and liabilities at 31/08/2022

	Restricted Fund £	Unrestricted Funds £	2022 Total Funds £	0	2021 Total Funds £
<b>ASSETS</b>					
Cash at bank and in hand					
Current Bank Account	-	-	15,116 ✓		15,829 ✓
Savings Bank Account	-	-	4,312 ✓		4,310
Petty Cash	-	-	200		200
	-	-	19628.00		20,339

Assets retained for the charity's own use:-

	Cost Price £	Current Value £
<i>Details:</i>	£	£
	0	0
	0	0

	Restricted Fund £	Unrestricted Funds £	2022 Total Funds £	0	2021 Total Funds £
<b>LIABILITIES</b>					
	0	0	0		0

**Holgate Pre-School**  
(Charity Number 1022746)

Notes to the accounts for the year ended 31/08/2022

### 1. BASIS OF ACCOUNTS

The Trustees have taken advantage of section 43(2) of the Charities Act 1993 and prepared the accounts on a receipts and payments basis.

**Approval of the Accounts for the year ended:**

The report and accounts were approved at a meeting of the Trustees held on:

Lydia Graham

Signed



Date

30.08.23

For and on behalf of the Trustees

# 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 2022 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: .....8 May 2023

Name: Steven Kitching

Relevant Professional Qualification: ...ACMA

Address: 10 Lindley Street

York

YO24 4JF