



## Trustees' Annual Report for the period

From **01/09/21** Period start date To **30/08/22** Period end date

Charity name: **St Francis Pre-School**

Charity registration number: **1023639**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>The aims of the Pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups .</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>(a) offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability; (b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas; (c) Instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>All trustees have regard to the guidance on public benefit.</b>

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<b>Fundraising during the financial period in question is to be used to set up a forest school for the benefit of the mental and physical health of the children at the pre-school.</b>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The charity made a small profit this financial year. Income was up YoY however this was matched by an increase in expenses, in particular staff costs. No significant investment was made in the preschool this year as the setting recovered from the impacts of covid over the previous years and focused on improvements internally. As such, reserves have remained steady.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>Reserves are held to ensure there is a contingency for matters arising outside of the day to day running e.g. building maintenance, legal fees. Fundraising reserves are held and build until worthy opportunities arise to spend those funds. Those funds are due to be spent in the future by investing in a forest school provision for the setting as well as creating a sensory garden.</b>

Amount of reserves held	Para 1.22	<b>£52,768</b>
Reasons for holding zero reserves	Para 1.22	<b>n/a</b>
Details of fund materially in deficit	Para 1.24	<b>n/a</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>The charity continues as a going concern</b>

**Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>The day to day finances are fees for children attending the pre-school. This is made up either of government funding for free hours or fees invoiced to parents over an above their free hour quota. This is supplemented by fundraising by the committee.</b>
A description of the principal risks facing the charity	Para 1.46	<ul style="list-style-type: none"> <li>- <b>The charity relies on the skills and time of parent led committee.</b></li> <li>- <b>Financial pressures impact the day to day funds of the charity</b></li> </ul>

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Pre-school Learning Alliance Model Pre-school Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Unincorporated committee</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Election of trustees and committee members at AGM using voting method</b>

## Reference and Administrative details

Charity name	<b>St Francis Pre School Ascot</b>
Other name the charity uses	
Registered charity number	<b>1023639</b>
Charity's principal address	<b>St Francis Pre-School Coronation Road South Ascot Berkshire SL5 9HG</b>

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Fiona Carter	Co-Chair	28/09/22 - present	
2	David McKilligan	Co-Chair	28/09/22 - present	
3	Kayleigh Brown	Treasurer	09/21 - present	
4	Kayleigh Edgington	Secretary	28/09/22 - present	
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## Declarations

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

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

<b>Signature(s)</b>	Fiona Carter	David McKilligan
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<b>Full name(s)</b>	Fiona Carter	David McKilligan
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<b>Position (eg Secretary, Chair, etc)</b>	Co-Chair	Co-chair
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<b>Date</b>	30/06/23
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St Francis Pre-School  
Profit And Loss Account  
For the year ended 31 August 2022

		2022		2021
		£		£
Income	Donation	-		388
	Funding	107,985		80,982
	Funding - Preschool Activities	420		-
	Funding - Sports	600		-
	Funding re HC	-		-
	Fundraising	706		582
	Fundraising expenses	(284)		-
	Interest	-		7
	Milk Refund	-		-
	Registration fees	250		600
	Sale of Uniform	100		24
Unallocated	-		-	
		<u>109,778</u>		<u>82,583</u>
Expenses	Admin	(17)		(601)
	Adverts	-		-
	Bank charges	-		-
	Consultancy	-		(4,046)
	Donation	-		-
	Edenred charges	-		-
	Electricity	(2,768)		(1,355)
	Equipment	-		(5,450)
	Exchange diff's & charges	-		-
	Extension	-		-
	Fees	-		(372)
	First Aid Course	-		(183)
	Fundraising Expenses	-		(190)
	Insurance	(1,106)		(1,081)
	Internet	(330)		(660)
	Maintenance/ cleaning	(7,739)		(7,659)
	Marketing/Website	-		(220)
	Misc	(130)		-
	Pension	(3,244)		(2,587)
	Petty Cash - Misc	-		-
	Photocopier	(1,620)		(1,442)
	Preschool Activities	(664)		(306)
	Printer	-		-
	Rates	(187)		-
	Refreshments	(128)		(8)
	Resources	(2,106)		(4,053)
	Salaries	(81,609)		(62,409)
	Snacks/Refreshments	(50)		(104)
	Sports	(1,296)		-
	Subscriptions	(756)		(328)
	Teaching Supplies	(2,070)		(1,520)
Telephone/IT	(710)		(438)	
Training	(143)		(417)	
Unallocated	(198)		-	
Uniform kids	(386)		(256)	
Write backs/discounts	-		-	
Write offs/discounts	-		-	

St Francis Pre-School  
Profit And Loss Account  
For the year ended 31 August 2022

		2022	2021
Extension	Extension costs	-	-
	Grant for Extension	-	-
		<u>-</u>	<u>-</u>
Taxation and dividends		-	-
Net profit/(loss)		<u>2,524</u>	<u>(13,103)</u>



Section A

Independent Examiner's Report

Report to the trustees

Charity Name: St Francis Pre-School

On accounts for the year ended

2022 Charity no (if any) 1023639

Set out on pages

(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 2022.

Responsibilities and basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
the accounts did not accord with the accounting records; or
the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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: [Signature]

Date: 29/6/2023

Name: V L GARRETT T/A OSBORNE CONSULTANCY LTD

Relevant professional qualification(s) or body

MAAT

(if any):

Address: 176 FERNBANK RD  
ASLOT, BERKSUCE  
SLS SLA

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material 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.