



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1	Month Sept	Year 2021		Day 31	0 August	Year 2022

Section A Reference and administration details

Charity name Montacute Pre-School

Other names charity is known by

Registered charity number (if any) 1024088

Charity's principal address Baptist Church School Rooms

South Street

MONTACUTE Somerset

Postcode

TA15 6XD

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	Emma Lloyd	Chair		
2	Sam Pattison-White	Secretary		
3	Hannah Doble	Treasurer		
4	Melanie Wilkins	Nominated Person		
5	Claire Jackson			
6	Juliet Lawn			
7	Mel Grenville			
8	Lora Gillard			
9	Christiane Doey			
10				
11				
12				
13				
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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

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)

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

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

Run by a committee of which a minimum of 60% must be Family Members. The remainder may be affiliated.
By election of members of the Pre-School. Officers and Committee members are elected for one year at the Annual General Meeting.

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.

CRB checks are carried out on all staff, bank staff and committee members. There is a Safeguarding Children policy in place.
The charity is a Pre-School and is regulated by Ofsted.
Montacute Pre-School was judged by Ofsted as ‘GOOD WITH OUTSTANDING FEATURES’ in March 2022.
The Pre-School adheres to strict guidelines as laid out by Ofsted and delivers the Early Years curriculum.
The Pre-School received support and advice from the Pre-School Learning Alliance and from the local Early Years team.
Montacute Pre-School also works closely with the local community and takes part in local events such as the annual carnival.

Section C Objectives and activities

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

Montacute Pre-School aims to enhance the development and education of children under statutory school age by offering appropriate play, education and care facilities.
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The Pre-School offers 8 mixed age sessions across 5 mornings and 3 afternoons for 38 weeks of the year. Parents are able to access Early Years Entitlement – 15 Universal hours per week, 15 Extended hours per week and 2 year old funding subject to conditions. Children are given access to a variety of learning opportunities and experiences and supported by external professionals where appropriate. Staff also work hard to encourage, advise and support parents as required or requested.

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)

Montacute Pre-School is run and supported by volunteers and is grateful to the parents who give up their time to manage the pre-school, assist in sessions and support fundraising activities and events.

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

The staff and committee have worked hard this year to raise funds for the pre-school.

The annual Nativity and Sports Day were a great success

The village carnival was again well supported, the funds raised are not for the Pre-School itself but our contribution to the wider community.

This year the Pre-School was fortunate to have funds raised by parents taking part in events e.g cycle rides.

Section E Financial review

Brief statement of the charity's policy on reserves

The aim is to hold sufficient reserves to cover fees for one term to allow for late payment of government funding and fluctuating numbers of children. Reserves will also meet the requirement to fund redundancy payments should the need arise.

Details of any funds materially in deficit

None to report

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.

The Pre-School's primary sources of funding are from Early Years Entitlement and from parent paid fees.

Secondary sources are made up of grants, fundraising and donations.

The primary expenditure is on staff wages and training.

Section F Other optional information

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Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	E Lloyd	
Full name(s)		
Position (eg Secretary, Chair, etc)	Chair	
Date		

MONTACUTE PRE-SCHOOL

Registered Charity No. 1024088

Receipts and Payments Account as at 31 August

	2022			2021		
	£	£	£	£	£	£
Receipts						
Opening Bank Balances						
Current Account		2189.37			9677.87	
Deposit Account		<u>29159.80</u>			<u>29154.24</u>	
			31349.17			38832.11
Fees Received:						
Parents	20016.40			13014.60		
SCC	<u>57828.74</u>			<u>60456.09</u>		
		77845.14			73470.69	
Fundraising		4485.08			1987.47	
Grant		0.00			1598.00	
Milk Refund		136.63			165.97	
Interest on Deposit a/c		2.73			5.56	
Consumables Fee		4150.00			4251.67	
Other		<u>1154.16</u>			<u>404.30</u>	
			87773.74			81883.66
			<u>119122.91</u>			<u>120715.77</u>
Payments	£	£	£	£	£	£
Wages		73309.99			76916.38	
Hall Rent		4635.00			4595.00	
Milk		133.46			169.24	
Telephone		954.93			900.11	
Consumables					1584.41	
Fundraising (inc consumables 2022)		5140.16			3425.71	
Insurance/Memberships		782.56			769.85	
Course Fees		245.00			915.00	
Others		<u>281.54</u>			<u>90.90</u>	
			85482.64			89366.60
Closing Bank Balances						
Current Account		4477.74			2189.37	
Deposit Account		<u>29162.53</u>			<u>29159.80</u>	
			33640.27			31349.17
			<u>119122.91</u>			<u>120715.77</u>

MONTACUTE PRE-SCHOOL

Charity Number : 1024088

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MONTACUTE PRE-SCHOOL

For the Year ended 31st August 2022

I report on the accounts of the Pre-School for the year ended 31st August 2022.

Respective responsibilities of the trustees and the examiner

The trustees are responsible for the preparation of financial statements, and consider that the audit requirement of section 43(2) of the Charities Act 1993 (the act) does not apply. It is my responsibility to examine the accounts under section 43(3)(a) of the act, follow the procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the act and to state whether particular matters have come to my attention.

Basis of independent examiner's report

I conducted my examination 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 comparison of the accounts with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by these accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 41 of the 1933 Act and to prepare accounts which accord with these records, have 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.



E. C. CHANT
Accountant

19th February 2023

The Old Coach House
East Coker
Yeovil
Somerset