

Trustees Annual Report for the Period – 1 Sept 2019 to 31 August 2020

Charity Name – Cotebrook Pre-School (Now Trading as ‘Little Bumbles’)

Charity Registration Number - 1026845

Principal Address –

Cotebrook Pre-School
T/A Little Bumbles
Lower Lane
Eaton
Nr Tarporley
Cheshire
CW6 9AL

Charity Trustees –

Serving Within the Year:

Mrs T Chorlton (Chair)
Mrs T Boyle (Secretary)
Professor W Boyle (Treasurer)

Parent Committee Serving Within the Year:

Mrs E Rock
Mrs J Simon-Byrne
Mrs S Shaw
Mrs S Macdonald
Mrs S Haseler

During the year a Parent Committee Whatsapp Group for fundraising has been set-up in conjunction with a new Website.

Manager – Mrs S Edge

The Charity Trusts Constitution Details -

Governing Document – Pre-School Learning Alliance Constitution (as modified to suit Pre-School operations and Trustee / parent commitments)

Charity Constitution – Committee of 3 (Maximum) with 2 Trustees having to be present at meetings to be Quorate.

Trustees Nomination / Selection Process – Existing Trustees to Confirm Nominations.

Additional Governance Issues -

The Childcare Act 2006, DfE EYFS Guidance 2014, CWAC Local Safeguarding Board Guidance.

Summary Objectives of the Charity –

To provide high quality Childcare & Early Learning to the local community at a sub-commercial cost within the confines of the DfE EYFS Guidance.

Summary of the Main Activities Undertaken for Public Benefit -

In planning the Charities' activities for the year' the Trustees were mindful of the Charity Commission's requirement to deliver public benefit and as such:

Cotebrook Pre-School seeks to always offer a quality setting environment (Ofsted 'Good') that is priced sub-local commercial Nursery operators, enabling access to parents and children of 'low income' families.

Additionally, Cotebrook Pre-School actively foster engagement with the local Cotebrook / Eaton community and through prudent financial management is able to offer several outings and activities (eg; Dance Classes / 'end of year' party) to children each year, thus providing 'wider world' experiences that are potentially unaffordable to relevant parents.

Summary of the Main Achievements and Activities of the Charity Within the Year –

As a result of a continued marketing campaign and the move to Eaton the Nursery has continued to expand, its occupancy at the YE being higher than the prior year. Fees were held to prior year rates (£13.00 for a three-hour session) which remains lower than other commercial childcare establishments in the local area.

Cotebrook Pre-School is continuing to develop strong links with the linked Eaton Primary School (the Pre-school is based on its site), with the rising school children visiting regularly for activities to gain confidence in the new environment. This provides a smoother transition when they start reception.

Other activities / community involvement has included –

- In cooperation with the local Church – Harvest Festival, Carol Service
- Christmas Fair / Nativity Play
- Christmas visit to Blakemere Winter Wonderland & Father Christmas visit, however, due to C19 the following events had to be cancelled – Knowsley Safari Park, Beach Day, Sports Day, Summer Fair, Easter Egg Hunt / Bingo, Summer Child Fashion Show
- Fundraising events – Mothers and Fathers-Day breakfasts
- Dance Lessons

- A series of parent information meetings to promote engagement in the operation of the nursery and to encourage parents to be future Committee Members

Specific C19 driven activities during enforced closure included – The Manager holding frequent Zoom meetings with families and pre-recorded Facebook broadcasts to children re storytelling, videos, sent-out work, activity packs, and EYFS learning.

Specific material purchases to enhance the Cotebrook Pre-School environment include a new floor, outdoor resources and an Astro-Turf covered outdoor play area with garden planters.

All the Operating Policies and Procedures continue to be updated on a regular basis in line with PSLA Guidance.

This year has been very positive for Cotebrook Pre-School and we look forward to moving forward and continuing to provide quality affordable care for local children in a fully inclusive manner.

Over the year the average number of children on-roll increased to 35 with 23 children planned to move Eaton Primary School from September 2020. The average number of children attending per session over the year was 22.

Statement on the Charities Policy on Reserves -

Within the Financial Statements a figure of £30,668 is presented as Total Funds, of which £20.0k is Designated Funds – Reserves.

This is the figure as agreed by the Trustees to be held in Reserve to meet specific Statutory / Contractual costs should the Charity cease to operate – Staff Redundancy, Premises Rent Notice and other recognised ‘winding-up’ costs.

The Charity is not in deficit after making such a Reserve.

Declaration –

The Trustees confirm that they have approved this Trustees Report:

Signed on behalf of the Charities Trustees –

Mrs T Chorlton

Position - Chair

Date – 30/09/20

Total funds carried forward	\$10	30,668	-	-	30,668	23,234
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Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Cotebrook Pre-School (T/A Little Bumbles)

**On accounts for the year
ended**

31/08/2020

**Charity no
(if any)**

1062845

Set out on pages

CC39a

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/07/2018**.

**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**

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 box]

Date:

30/09/20

Name:

Mr N Oates

**Relevant professional
qualification(s) or body
(if any):**

Institute of Chartered Management Accountants
+ Global Corporate Management Accountants

Address:

Greenfield Lock Cottage, Christleton, Chester, CH3 5PN

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.

N/A