



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Sutton Valence Pre School Group

**On accounts for the year  
ended**

31/08/2021

**Charity no  
(if any)**

1027175

**Set out on pages**

1 to 9

*(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 31/08/2021.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:**

*C. L. Cadogan*

**Date:**

13/06/22

**Name:**

Clare Cadogan

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

**Address:**

34 Yew Tree Road,  
Tunbridge Wells, Kent.  
TN4 0BL



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	09	2020		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   
  
  
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	Judy Stephney	Chair	From 20/05/22 to date	
2	Faye Hysted	Treasurer	From 20/05/22 to date	
3	Fay Davidson	Manager		
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
N/A	

**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>	Constitution
How the charity is constituted <small>(eg. trust, association, company)</small>	Pre-School Learning Alliance Model Constitution 2011
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Elected at the AGM by the 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 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.

**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)**

Offer group play, education and care facilities, family learning and extended hours groups. This is 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.

Encourage the study of the needs of such children and their families, promoting public interest in, and recognition of, such needs in the local areas.

Instigate, adhere to and further the aims and objectives of the Pre-school Learning Alliance.

**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.

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

The preschool has continued to manage through the COVID 19 pandemic, despite various enforced closures. Income levels are higher than last year, although there have been increases to minimum wage and pension contributions. Hopefully we will start to see the beginnings of a recovery to pre-pandemic levels from this point forward.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

Reserve funds are held accordingly to the pre-school's 'Reserves Policy' in order to:

- Meet redundancy liabilities
- Ensure cash funds for day to day running costs
- Replace equipment as it wears out
- Cover running costs during lower periods of income
- Meet unexpected costs such as illness or maternity cover

**Details of any funds materially in deficit**

N/A

**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

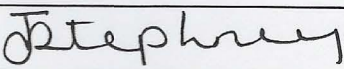
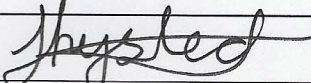
## Other optional information

## 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)	Judy Stephney	Faye Hysted
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	23/05/2022	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name Sutton Valence Pre-school Group	No (if any) 1027175
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CC16a

## Receipts and payments accounts

For the period from	Period start date 01/09/2020	To	Period end date 31/08/2021
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fees	63,926	-	-	63,926	54,552
Fundraising	-	-	-	-	69
Milk refunds	-	-	-	-	-
Donations	-	-	-	-	-
Grants	-	-	-	-	-
Interest	-	-	-	-	-
Other	227	-	-	227	155
<b>Sub total (Gross income for AR)</b>	<b>64,153</b>	<b>-</b>	<b>-</b>	<b>64,153</b>	<b>54,776</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>64,153</b>	<b>-</b>	<b>-</b>	<b>64,153</b>	<b>54,776</b>
<b>A3 Payments</b>					
Staff Costs	58,394	-	-	58,394	55,370
Rent & Hall Hire	5,873	-	-	5,873	5,994
Fundraising Costs	-	-	-	-	114
Equipment & Supplies	1,546	-	-	1,546	1,668
Telephone & IT	1,524	-	-	1,524	1,261
Consumables, Stationary & Postage	73	-	-	73	124
Admin	-	-	-	-	460
Staff Training	-	-	-	-	1,490
Subs/Insurance	2,303	-	-	2,303	222
Staff Uniform	311	-	-	311	189
Food & Milk	-	-	-	-	167
Professional Fees	-	-	-	-	-
Cleaning	-	-	-	-	350
Miscellaneous	483	-	-	483	606
<b>Sub total</b>	<b>70,508</b>	<b>-</b>	<b>-</b>	<b>70,508</b>	<b>68,014</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>70,508</b>	<b>-</b>	<b>-</b>	<b>70,508</b>	<b>68,014</b>
<b>Net of receipts/(payments)</b>	<b>- 6,355</b>	<b>-</b>	<b>-</b>	<b>- 6,355</b>	<b>- 13,238</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	<b>- 6,355</b>	<b>-</b>	<b>-</b>	<b>- 6,355</b>	<b>- 13,238</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash	11,45		
	Current Account	37,918	-	-
	Savings Accounts	53,842	-	-
	Reserve Account (Redundancy)	16,483	-	-
	<b>Total cash funds</b>	<b>108,254</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

Agreement Error

OK

OK

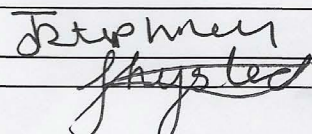
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Judy Stephney	23/05/2022
	Faye Hysted	23/05/2022

Only complete if the examiner needs to highlight 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.**

