



**Trustees' Annual Report for the period**

**From 01/09/2019      Period start date    To 31/08/2020      Period end date**

**Charity name: SOUTH STREET PRE-SCHOOL**

**Charity registration number: 1027268**

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>We are a Charity pre-school setting in a modular building which we lease from Somerset County Council. This is situated on Somerset County Council's education playing field which we share the use of with Wincanton Primary School and Our Lady's Primary School. We moved here in March/April 2016. Previously we rented a classroom attached to the school hall from Wincanton Primary School, however they required the space back. We employ 6 staff, consisting of: 1 Manager, 1 Deputy Manager, and 4 Practitioners.</p> <p>We provide high quality care and education for children aged from 2 years to starting school age            We work in partnership with parents to help their children learn and develop            We add life and well-being to the local community            We offer children and their parents a service that promotes equality and diversity            We are registered with Ofsted EY498347</p>
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	<p>We update our staff training every year or as and when necessary            Our staff/volunteers/Committee members are all DBS checked            We normally fundraise at our town's local events such as Carnival, Christmas Fayre, Annual Duck Race, Annual Fetes.            We would normally hold regular Bingo nights throughout the pre-school's term times. All members of our local community are invited to come along. We hold them in our local town hall and advertise it throughout the town. However, due to the Covid-19 pandemic, we have been unable to fundraise in person. Therefore we have had to adapt and fundraise online and think of ideas for parents and their families to</p>

		<p>fundraise at home. This year we have had a sponsored 'how many items can you find to fill a raisin box', an online raffle. Every year we would normally invite a photographer to come and photograph our pre-school children which parents can then purchase. We put the Commission raised from this back into our fundraising. We have an Annual pre-school outing decided on by parents and the Committee.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

### Achievements and Performance

	SORP reference	

<p>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.</p>	<p>Para 1.20</p>	<p>Staff training completed by all members of staff. This include:</p> <ul style="list-style-type: none"> <li>Appropriate staff qualifications</li> <li>Paediatric First Aid</li> <li>Child Protection and Safeguarding</li> <li>Special Educational Needs training</li> <li>Autism Spectrum training</li> <li>Somerset Total Communication Inclusive training</li> <li>Safer Recruitment training</li> <li>Equality Needs training</li> <li>Promoting Positive Behaviour training</li> <li>English as an Additional Language training</li> <li>Parental Mental Health and its Impact on Children's Lives</li> <li>Child Neglect training</li> <li>Safeguarding Children with Disabilities training</li> <li>Food Safety and Safe Food Handling</li> </ul> <p>We did have a full quota of children attending our pre-school between September 2019 and March 2020. During Lockdown #1 we were only allowed to stay open for children of keyworkers. Then when we allowed to re-open to ALL children in June 2020, lots of parents choose to keep their children at home with them. We were fortunate in that Somerset County Council continued to pay Early Years Funding for every child, even if they did not attend.</p> <p>We are proud to be recognised and promoted by our Local Authority's Multi-Agency team as a pre-school who provides excellent care and support for children (and their parents) with additional needs.</p>
--	------------------	--

**Additional information (optional)**

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	

Other		
-------	--	--

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Thankfully we this year we had a net surplus of £20,778
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>We keep money aside as a reserve to protect our Charity, to protect us against drops in income or to allow us to take advantage of new opportunities. We need to be prepared for the maintenance of essential services. We need to be prepared for the risk of unplanned closures, spending commitments, potential liabilities such as payroll and taxes, debt, our lease and financial forecasts. By keeping money aside this helps us to protect our children, their families, our staff and volunteers.</p> <p><b>Reasons why we need to keep reserves</b></p> <ul style="list-style-type: none"> <li>• <b>Sustainability</b> to cover a shortfall in occupancy for a period of 3 months</li> <li>• <b>Emergency short term closure</b> such as our monthly running costs, staff wages, monthly outgoings, maintenance to our building</li> <li>• <b>Staffing restructure</b> such as redundancy costs, notice period, maternity pay</li> <li>• <b>Closure</b> to include redundancy, notice period, settling all outgoing payments</li> <li>• <b>Planning a large-scale development</b></li> <li>• <b>Future expenses</b> such as the lease, large equipment, repairs or maintenance to our building</li> </ul>
Amount of reserves held	Para 1.22	<b>£60,000</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### 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	<p>Our principal sources of funds are from Early Years Entitlement from Somerset County Council (Local Authority) for 15 or 30 (if parents are eligible) hours of funding towards 3 and 4 year old eligible children. We also receive 2 year old funding from them for eligible 2 year olds.</p>
--	-----------	--

Investment policy and objectives including any social investment policy adopted	Para 1.46	We use this funding for paying staff wages and improving our resources. This enables us to carry out the EYFS curriculum across all areas of children's development.
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Pre school Learning Alliance Model Pre school Constitution 2011
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Association
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	Elected by Committee

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Induction of employees and volunteer's policy Confidentiality policy Committee training from Local Authority
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Fire safety and emergency evacuation policy Health and Safety general standards procedure Recording and Reporting of Accidents and Incidents policy Risk Assessments
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	SOUTH STREET PRE-SCHOOL
Other name the charity uses	LITTLE SUNBEAMS PRE-SCHOOL
Registered charity number	1027268
Charity's principal address	LITTLE SUNBEAMS T/A SOUTH STREET PRE-SCHOOL THORNWELL WAY WINCANTON SOMERSET BA9 9EN





## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
PRE-SCHOOL ADMINSTRATOR	TRACEY BRYANT	
ACCOUNTANT	BRIAN WILLIAMS ICPA	PINNACLE ACCOUNTANCY SERVICES (SW) LTD 2 <sup>ND</sup> FLOOR COMMERCE HOUSE NORTH STREET MARTOCK SOMERSET TA12 6DH

#### Name of chief executive or names of senior staff members (Optional information)

--

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

## Other optional information

--



## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	Kama Hunns	
<b>Full name(s)</b>	KAMA HUNNS	
<b>Position (eg Secretary, Chair, etc)</b>	CHAIR	
<b>Date</b>	27/07/2021	

**South Street Pre-school**  
**Profit and Loss to 31 August 2020**

	2019-2020	2018-2019	2017-2018
<b>Income</b>			
Fees	9875	21208	11837
Funding	124245	99514	113809
Sundries	113	31	200
Trips		518	
Grants	10000		
Fundraising	400	970	1389
Interest	26	27	35
	<u>144659</u>	<u>122268</u>	<u>127270</u>
<b>Expenses</b>			
Wages	105900	113288	114974
Property & Insurance	8497	5842	5246
Resources	1902	5336	5537
Catering/Cleaning	3393	2315	2358
Equipment	534	1617	615
Stationary and Postage	249	552	891
Telephone	847	532	614
Fees & Subscriptions	391	572	812
Training	404	400	2145
Bank Charges	110	82	163
General Expenses	1080	2013	1949
Trips, Photo, gifts	574	1402	665
Fundraising			
	<u>123881</u>	<u>133951</u>	<u>135969</u>
<b>Net Surplus</b>	<u>20778</u>	<u>-11683</u>	<u>-8699</u>

## South Street Pre-School Wincanton

Registered Charity Number 1027268

### Independent Examiner's Report to the Trustees of South Street Pre-School

For the year ended 31 August 2020

#### Respective Responsibilities of the Trustees and Examiner

The Charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and
- to state whether particular matters have come to my attention.

#### Basis of Independent Examiners Report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

#### 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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Brian Williams ICPA  
Pinnacle Accountancy Services (SW) Ltd

22.06.2021