



# Trustees' Annual Report

for the period

From (start date)  to (end date)

## Section A

## Reference and administration details

Charity name

Other names the 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	KIM WRIGHT	CHAIR		
2	JO WHITE	SECRETARY		
3	LINDA McBRINE	TREASURER		
4	HILARY WEST			
5	DEBBIE RYMER			
6	REBECCA HENRY			
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

**Section A****Reference and administration details (continued)**

Names and addresses of advisers (optional information)

Type of adviser	Name	Address

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

**Section B****Structure, governance and management**

Description of the charity's trusts

Type of governing document  
(eg trust deed, constitution)

CONSTITUTION

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

TRUSTEES

Trustee selection methods  
(eg appointed by, elected by)

ELECTED BY

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.

**Section C****Objectives and activities**

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

CHILDREN FROM LOCAL AREA  
ATTENDING A REGISTERED PRE-SCHOOL.

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)

PRE-SCHOOL

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.

**Section D****Achievements and performance**

Summary of the main achievements of the charity during the year

CONTINUED SUPPORT OF LOCAL  
FAMILIES WITH AN OFSTED  
RATED GOOD FACILITY

**Section E****Financial review**

Brief statement of the charity's policy on reserves

SAVINGS TO COVER 3 MONTHS COSTS .

Details of any funds materially in deficit

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) K. D. Wright

Full name(s) KIM BELLEY WRIGHT

Position (eg Secretary, Chair, etc) CHAIR

Date 23/02/20

**SELSDON BAPTIST CHURCH PRE-SCHOOL**  
**Registered Charity Number 1027886**  
**RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST AUGUST 2020**

<b>RECEIPTS</b>	<b>GENERAL FUND £</b>	<b>FUND RAISING FUND £</b>	<b>2020 TOTAL £</b>	<b>2019 TOTAL £</b>
Fees	18,425.16		18,425.16	16,518.00
Funded Fees	108,193.12		108,193.12	115,646.70
Donations & Fundraising Activities				275.67
Job Retention Scheme Grants	14,254.49		14,254.49	
Bank Interest	44.68		44.68	
<b>Total Receipts for the year</b>	<b>140,917.45</b>		<b>140,917.45</b>	<b>132,440.37</b>
<b><u>PAYMENTS</u></b>				
Staff Fees	102,136.01		102,136.01	99,993.66
Pension	1,577.40		1,577.40	1,185.37
Rent	12,467.00		12,467.00	12,150.00
Computer costs	233.94		233.94	1,766.01
Maintenance	330.45		330.45	538.73
Resources	5,325.77		5,325.77	5,266.83
Catering	1,684.52		1,684.52	2,130.68
Insurance	1,097.50		1,097.50	1,025.20
Advertising	15.00		15.00	80.00
Memberships	314.19		314.19	362.84
DBS Checks	139.80		139.80	210.00
Courses	1,412.86		1,412.86	1,264.00
Dance Class	131.00		131.00	285.00
Xmas	42.00		42.00	20.00
Misc Expenses	298.84		298.84	40.78
Stationery & Postage	2,597.32		2,597.32	2,973.02
Photocopying	359.97		359.97	416.22
Payroll	507.00		507.00	900.00
Accountancy	420.00		420.00	350.00
Gifts	66.00		66.00	501.54
Cleaning (& PPE)	1133.09		1133.09	251.88
Uniforms	420.02		420.02	31.50
Books				173.97
Bank Fees	214.36		214.36	203.47
Outings	162.57		162.57	249.87
<b>Total payments for the year</b>	<b>133,080.61</b>		<b>133,086.61</b>	<b>132,370.57</b>
<b>NET (PAYMENTS)/RECEIPTS</b>	<b>7830.84</b>		<b>7830.84</b>	<b>69.80</b>
<b>CASH &amp; BANK BALANCES AT START OF YEAR</b>	<b>87,101.74</b>		<b>87,101.74</b>	<b>87,031.94</b>
<b>CASH &amp; BANK BALANCES AT END OF YEAR</b>	<b>94,932.58</b>		<b>94,932.58</b>	<b>87,101.74</b>

**STATEMENT OF ASSETS AT 31ST AUGUST 2020**

	<b>31/08/20</b>	<b>31/08/19</b>
	<b>£</b>	<b>£</b>
Cash in Hand	71.50	79.85
Bank Current Accounts	48,065.29	89,316.64
Bank Deposit Account	50,295.35	250.67
Paye Outstanding	-3,499.56	-2,545.42
<b>TOTAL ASSETS</b>	<b>94,932.58</b>	<b>87,101.74</b>

Name..... *K.L. Wright* .....

Date..... *02.11.20* .....

For and on behalf of the Management Committee.

**Independent Examiners Report to the Trustees of Selsdon Baptist Church Pre-School.**

I report on the accounts of the Selsdon Baptist Church Pre-school for the year ended 31st August 2020, which are set out on the previous pages.

**Respective responsibilities of 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 Commissioners (under section 145(5) (b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

**Basis of independent examiner's report.**

My examination was carried out 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 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 to as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

**Independent examiner's statement.**

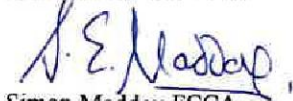
In connection with my examination, no matter has come to my attention:

(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 to 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.



Simon Maddox FCCA  
4 Spire Place  
Warlingham  
Surrey  
CR6 9LW

16 October 2020



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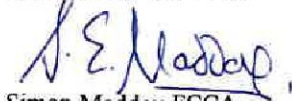
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