

Trustees' Annual Report for the period

	Period start date				Period end date		
From	1	September	2019	To	31	August	2020

Section A Reference and administration details

Charity name

Preschool 345

Other names charity is known by

Registered charity number (if any)

1029096

Charity's principal address

6th Beeston Scout Group Headquarters
 5 Middle Street
 Beeston
 Nottingham
 NG9 1GA

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				
2	Lois Aldred	Chair		
3				
4	Ruth Brown			
5	Steph Metson	Secretary		
6	Sally Palmer			
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
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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)	Constitution
How the charity is constituted (eg. trust, association, company)	
Trustee selection methods (eg. appointed by, elected by)	Appointed initially voluntarily following satisfactory completion of regulatory checks and nomination by existing trustees. Then if to continue they must be re-elected at the AGM

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • 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. 	<p>Preschool 345 is part of the Preschool Learning Alliance from which the charity takes advice, if appropriate. They provide resources that assist with the running of the charity.</p> <p>The Preschool relies on volunteer trustees that tend to be family members of children attending, have attended or will attend the preschool. The Trustees are incredibly grateful to all those who have volunteered to contribute in this way.</p> <p>Trustees regularly consider, review and develop Preschool 345's policies with regard to the day to day running of the Preschool to ensure that the children enrolled receive a safe and effective education. Staff policies are reviewed, and any issues are resolved and discussed at half-termly meetings which are attended by the Manager and deputy Manager of Preschool. These staff members report to the Committee of trustees.</p> <p>Should any major risk or incident be foreseen or occurred the Committee of Trustees relevant trustees consult with relevant Staff as appropriate.</p>
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Section C Objectives and activities

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

The Main purpose of the charity is to provide high quality childcare and early years education for children aged between 2 and 5 years of age in the Beeston and surrounding areas and to support children and their carers in child development.

The Preschool Follows the Early Years Foundation Stage Curriculum.

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)

The trustees had due regard to the commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

Additional details of objectives and activities (Optional information)

Volunteers have made an essential contribution to the running of the charity without which the charity would not be able to operate since all trustees are volunteers.

Furthermore parents and staff have volunteered at our out of hours Community events, such as the Christmas fair to help to fundraise and provide a valuable community event

However the Charity's ability to put on community events has been significantly limited during this period due to the effect of the Covid 19 restrictions on gatherings and educational establishments

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

Chair's Report.

Once again, I cannot believe that it has been over a year since I wrote the last report for our AGM and yet that time seems now like a lifetime away. Looking back, it has been an extremely challenging year for Preschool 345 but one which has demonstrated the resilience and tenacity of our Community.

We had a few months of normality at the start of the year to Lockdown 1 which forced preschool to close until the latter part of the summer term. Since then we have had the challenges of adapting to seemingly hour-by-hour updates, at times, that influence the way in which Preschool can operate.

Notwithstanding the ever-shifting sands of the public health situation and government policy there has remained a constant - Our dedicated staff team continue to work with the utmost care and expertise; their commitment, professionalism and creativity are second-to-none.

Tina as manager is a fantastic leader who has provided the cool head, stability and common sense to help Preschool adapt to the new working conditions and make Preschool as safe as possible for the whole of the Preschool community. She has been, as ever, supported fantastically by Trudi who has excelled at revising her financial forecasts at the drop of a hat or introduction of a tier.

One of the long-term challenges of the Covid-19 era has been trying to ensure Preschool's long-term future. The restrictions on student numbers and funding levels remain somewhat dynamic. This makes planning quite a challenge. But we continue to make decisions that we think are sensible and cautious with a view to us being able to resume our normal activities once we have weathered this storm.

Finally, I want to thank the Committee for supporting Preschool. At times, I feel like we've been having to call emergency COBRA meetings to respond to this year's challenges, but you have all been great. It has been really important to have the support of the parents that have given up their time to contribute to Preschool in this way.

Section E

Financial review

Brief statement of the charity's policy on reserves

In the Trustees' view, the reserves should provide the charity with adequate financial stability and the means for it to meet its charitable objectives for the foreseeable future, both in the short and medium term in terms of operational concerns and in the long term by securing suitable premises.

The trustees maintain the charity's reserves at a level which is at least equivalent to four months operational expenditure and have done so having regards to its manner of operation of likely funding streams eg termly funding.

The trustees review the amount of reserves that are required to ensure that they are adequate to fulfil the charity's continuing obligations on an annual basis at their committee meeting.

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.

The Preschool's principal form of funding comes from parental contribution from direct fees and funding through parents from council this includes part of the 15/30 hrs funding each 3 year old child is entitled to draw on.

Funds from fundraising assist the preschool in purchasing additional resources such as new toys and play equipment

The main expenditure of the charity is via staff wages, with staff being an integral part of providing our public benefit.

Other than reserves held for contingencies the preschool is hoping to save to purchase its own site for the setting in due course since at present the preschool is reliant on renting its premises from the Beeston Scouts.

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)	Lois Aldred (in lieu of signature)	
Full name(s)	Lois Aldred	
Position (eg Secretary, Chair, etc)	Chair	
Date	30/6/21	

Independent Examiner's Report to the trustees of Pre-School 345, Beeston, Nottinghamshire.

I report on the accounts for the year ended 31st August 2020 which are set out on the balance sheet.

Respective responsibilities of trustees and examiner

The Pre-School 345's trustees are responsible for the preparation of the accounts. The Pre-School 345'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 commission under section 145(5)(b) of the 2011 Act
- 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 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 next statement.

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.

Katriona MacArthur- Brown

MATT

80 Wollaton Vale,

Nottingham,

NG8 2PB

23rd October 2020