

**East Harptree Nursery Preschool and
Forest School Annual Report for the year
ended 31 August 2020**

Registered Charity Number 1029276

East Harptree Nursery Preschool & Forest School
Registered Charity 1029276
Annual Report for the year ended 31 August 2020

Committee / Trustees

- Victoria Walker (Chairperson)
- Lucy Brown (Treasurer)
- Becky Fry (Secretary)

Management Team

- Manager Jessica Sheldon
- Deputy manager Caroline Webb

Administrative Information

East Harptree Nursery Preschool & Forest School is situated in the village of East Harptree on the edge of the Chew Valley and Mendip Hills south of Bristol. The correspondence address is The Theatre, Middle Street, East Harptree, BS40 6AZ. During the year the Preschool operated on a term time basis only taking from children from 2 years.

Aims and Purposes

The aim of East Harptree Nursery Preschool and Forest School is to enhance the development and education of children under the statutory school age. The Preschool operates a Forest School in nearby Harptree Court, alongside a range of other extra curriculum activities such as drama and yoga and all children are given the opportunity to select from wide range of activities each day. The Preschool regularly achieve standards above the national average and the fact that we retained our Good rating following the most recent OFSTED review in January 2020 was a deserved reflection on the consistent hard work and the quality of the service provided by the entire team.

Structure, Governance and Management

The Preschool operates under the "Preschool Learning Alliance" constitution. The trustees are all volunteers and are nominated by parents, carers and staff and voted onto the Committee at the annual AGM. The Committee along with the Preschool Manager meet three times a year (via Zoom or Skype if necessary) and in addition normally various sub committees meet throughout the year as required primarily to organise fundraising events (again via Zoom or Skype if necessary).

Financial Review (including the impact of Covid-19 Pandemic)

Total income for the year ending 31 August 2020 was £115,314 which represents a decrease on the previous financial year ending August 2019 (£164,144) of 30% primarily as a result of the impact of Covid 19 which meant that the summer term for 2020 did not take place due to the lockdown. Government support of £16,246 was received through the "Coronavirus Job Retention Scheme" which helped to retain key staff whilst the Preschool was effectively closed from 23 March 2020 through to the end of August 2020. Indeed we were delighted that the Pre School was able to reopen in September for the Autumn Term in line with Government Guidance.

The fall in the income was offset by a corresponding fall in expenditure as follows:

- direct expenditure fell by 31% from £132,754 to £92,095 mainly as a result of reduced salary costs due to leavers not being replaced immediately given the uncertainties created by the Covid pandemic and the fact one of the key staff was on maternity leave for several months during the year.
- Administration expenditure fell by 15% as a result of other cost saving measures.

Following the actions taken during the year (including the fundraising activity noted below) a small surplus of £2,493 was achieved which left a relatively healthy cash balance of £35,054 when the Pre School reopened in September.

Maintaining an annual surplus is critical to the PreSchool's long-term management strategy as child numbers will always fluctuate as we have seen in recent years and the BANES EYFS funding may not always be adequate to cover all the associated hourly costs. The Management Team are therefore committed to regular reviews of the ongoing fees and charges to protect the Preschool's long-term financial position.

Fundraising and Donations

The impact of Covid clearly restricted the level of fundraising activities in the second half of the year but activities were organised prior to March 2020 which generated fundraising income of £1,565 which helped to fund the replacement of the decking in the external garden area in February 2020. In addition to this the Pre School received support from East Harptree Village Hall in the form of the refurbishment of the children's toilet facilities which took place in accordance with Government Guidelines whilst the building was in lockdown through the Spring and Summer.

New Academic / Financial Year 2020 / 2021

Child numbers are currently in line with last year and expectations and the Committee are currently carefully considering plans for expanding the activities of the Preschool in response to increased demand for places and the potential availability of more space in the Village Hall building.

Report Authorisation

The trustees and the committee have approved the above report.



VICTORIA WALKER, CHAIRPERSON

Date: 27th April 2021



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

East Harptree Nursery Preschool and Forest School

**On accounts for the
year ended**

31 August 2020

**Charity no
(if any)**

1029276

Set out on pages

6-7

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 August 2020**.

**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 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.

Signed:

Date:

27 April 2021

Name:

Graham Harding

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

BA, MBA, ACA, BFP

Address:

6 Ashwood, East Harptree, Bristol, BS40 6BW

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.

None to disclose

East Harptree Nursery Preschool and Forest School

Receipts and Payments For the year ended 31 August 2020

	2020	2019
	£	£
Income from Funding and Fees	115,314	164,144
Direct expenditure	(92,095)	(132,754)
Gross surplus	23,219	31,390
Administration expenditure	(22,291)	(26,217)
Operating surplus	928	5,173
Other income – fundraising and sponsorship/donations	1,565	4,854
Surplus for the year	2,493	10,027

There are no restricted funds at 31 August 2020.

East Harptree Nursery Preschool and Forest School

Statement of Assets and Liabilities

As at 31 August 2020

	2020	2019
	£	£
Current Assets		
Other debtors	398	3,335
Cash at bank and in hand	<u>35,054</u>	<u>31,894</u>
	35,452	35,230
Current Liabilities		
Other creditors	<u>(1,208)</u>	<u>(3,479)</u>
	(1,208)	(3,479)
Net Assets	<u>34,244</u>	<u>31,751</u>
Reserves		
Current year surplus	2,493	10,027
Brought forward reserves	<u>31,751</u>	<u>21,724</u>
Total reserves	<u>34,244</u>	<u>31,751</u>

There are no restricted funds at 31 August 2020.