



# Trustees' Annual Report for the period

From

Period start date

01 09 2019

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Period end date

31 08 2020

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## Section A

### Reference and administration details

Charity name

Happy Days Pre-School

Other names charity is known by

Registered charity number (if any) 1029859

Charity's principal address

Nettlebed Community School

High Street

Nettlebed

Postcode

RG9 5DA

### 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	Laura Vickers			
2	Kirsty Bedingfield-Radford	Chair		
3	Suzzanah Gibson			
4	Alice Topley	Treasurer		
5	Angela Robinson	Secretary		
6	Laura Bull	Safeguarding		
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 yearx

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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 <i>(eg. trust deed, constitution)</i>	PLA 2011 Constitution
How the charity is constituted <i>(eg. trust, association, company)</i>	
Trustee selection methods <i>(eg. appointed by, elected by)</i>	Appointed or Reappointed annually at the AGM

**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.

There is a Safeguarding Children (child protection) Policy in place.

Enhanced disclosure and barring (DBS) checks are carried out through Ofsted for all committee members.

Happy Days Pre-School is a member of the Early Years Alliance.

All trustees give their time voluntarily and receive no remuneration or other benefits.

**Section C Objectives and activities**

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

The aims of the preschool are to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through a community group.

**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)**

In planning our activities for the year we kept in mind the charity commission's guidance on public benefit at our Committee meetings.

The preschool achieves its aims by offering play, education and care facilities together with the right of parents to take responsibility for and to become involved with the activities in the preschool to ensure that the preschool offers opportunity for all children whatever their race, culture, religion, means or ability.

Encouraging the study of the needs of their children and their families and promoting public interest in and recognition of such needs in their local area.

Instigating and adhering to and furthering the aims and objectives of the Early Years 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.

Empty box for optional information.

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

We're very pleased with the performance of the preschool and the staff through what was a very challenging period, due to Covid-19. Despite this, Happy Days ended the last academic year with the savings account untouched plus a healthy balance in the current account. Families were kept well informed of the changes to their childcare and staff worked hard to re-open the preschool as soon as possible and to maintain safety standards.

## Section E

## Financial review

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

General Reserve – The purpose of the organisation is to provide Preschool learning to children. The funding comes from the Local Education Authority in the form of the Nursery Education Grant and also from fees for attendees. Changes in government policy can significantly influence the levels of fees and grants that the Preschool receives. The primary expense incurred by the organisation is staff salaries.

The level of fees can vary depending on the number of attendees in any term, but a reduction in attendees does not necessarily result in an equivalent reduction in staff or other costs.

As a result the Trustees feel it is prudent to maintain a general reserve so as to secure the continued operation of the organisation should there be a material reduction in fees or other unforeseen expenditure in future periods. The Preschool holds 6 months full running costs in general reserve.

### 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 funds raised through attendees and fundraising have allowed the preschool to save enough money for a future improvement in the next year to the outside play area. This will ensure the children can still use it whatever the weather.

## Section F

## Other optional information

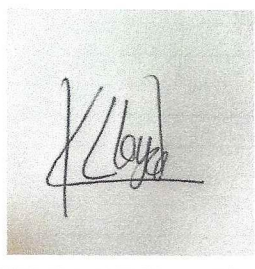
## Section G

## Declaration

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

Signed on behalf of the charity's trustees

**Signature(s)**

	
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**Full name(s)**

Kate Lloyd	
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**Position (eg Secretary, Chair, etc)**

Treasurer	Chair
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**Date**

07/06/2021
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# Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of	HAPPY DAYS PRE-SCHOOL		
On accounts for the year ended	31/08/2020	Charity no (if any)	1029859
	Set out on pages 1		

**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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

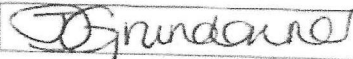
- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with 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 the 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 41 of the 1993 Act; and
    - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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.

Signed: 

Date: 07/06/2021

Name: Joanne Grundonner

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

Address: 43 St Helens Way, Benson, OX10 6SP

	121					121				121	
MEMBERSHIPS	121	-	-	-	-	121	-	-	-	121	-
EQUIPMENT/ACTIVITIES/MATERIALS	1,074	-	-	-	-	1,074	-	-	-	2,257	-
ADVERTS	-	-	-	-	-	-	-	-	-	306	-
CANTEEN AND CLEAN	1,166	-	-	-	-	1,166	-	-	-	3,069	-
ADMINISTRATION	1,782	-	-	-	-	1,782	-	-	-	2,308	-
MISC	1,017	-	-	-	-	1,017	-	-	-	3,938	-
TRAINING	109	-	-	-	-	109	-	-	-	372	-
PETTY CASH DRAWN	400	-	-	-	-	400	-	-	-	400	-
ADDITIONAL PETTY CASH EXPENDITURE	128	-	-	-	-	128	-	-	-	18	-
TELEPHONE	437	-	-	-	-	437	-	-	-	295	-
UTILITIES	2,600	-	-	-	-	2,600	-	-	-		-
BUILDINGS	587	-	-	-	-	587	-	-	-		-
<b>Sub total</b>	<b>58,849</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>58,849</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>83,123</b>	<b>-</b>
<b>A4 Asset and investment purchases, etc.</b>											
<b>Total payments</b>	<b>58,849</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>58,849</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>83,123</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,170</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,116</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>85,678</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>85,678</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>72,562</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>82,508</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>82,508</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>85,677.99</b>	<b>-</b>

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

Categories                      Details                      Unrestricted funds                      Restricted funds                      Endowment funds

**B1 Cash funds**

	to nearest £	to nearest £	to nearest £
CURRENT ACCOUNT	46,243.73	-	-
PREMIER ACCOUNT	36,154.77	-	-
PETTY CASH	109.76	-	-
<b>Total cash funds</b>	<b>82,508</b>	<b>-</b>	<b>-</b>
	OK	OK	OK

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

**Unrestricted funds**

Details	to nearest £	to nearest £	to nearest £
N/A	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

**B2 Other monetary assets**

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
N/A		-	-
		-	-
		-	-
		-	-
		-	-

**B3 Investment assets**

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
N/A		-	-
		-	-

**B4 Assets retained for the charity's own use**





HAPPY DAYS PRESCHOOL 1029859		<b>CC16a</b>	
<b>Receipts and payments accounts</b>			
For the period from	1st September 2019	To	31st August 2020

### 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/LUNCHES/ SNACK	18,886	-	-	18,886	26,119
NEG FUNDING & GRANTS	36,686	-	-	36,686	68,135
PETTY CASH	-	-	-	-	168
FUNDRAISING	-	-	-	-	128
MISC	50	-	-	50	1,618
BANK INTEREST	58	-	-	58	72
<b>Sub total</b>	<b>55,680</b>	<b>-</b>	<b>-</b>	<b>55,680</b>	<b>96,239</b>
<b>A2 Asset and investment sales, etc.</b>					
	-	-	-	-	-
<b>Total receipts</b>	<b>55,680</b>	<b>-</b>	<b>-</b>	<b>55,680</b>	<b>96,239</b>
<b>A3 Payments</b>					
STAFF SALARIES	46,996	-	-	46,996	63,459
LUNCH	1,218	-	-	1,218	4,956
RENT	457	-	-	457	914
INSURANCE	759	-	-	759	710