



Trustees' Annual Report for the period

From 1 September 2019 to 31 August 2020

Charity name: Oatlands Pre School

Charity registration number: 1031129

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The aim of the pre-school is to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by offering appropriate play facilities and training courses.
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	Operation of a charity run Pre-School from 9am to 1pm, five mornings a week, for 2-4 year-olds.
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		
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Achievements and Performance

	SORP reference	
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.	Para 1.20	<p>At Oatlands Pre-School we are proud to have continued to deliver a very high standard of early years education to our children, providing a safe and engaging learning environment, and helping to prepare them for their formal educational journey at infant school. This has been recognised through our granting of a Good Ofsted rating in September 2018.</p> <p>We are pleased to have continued to retain and develop our highly experienced staff. This allows us to provide a level of care and commitment for our children which we believe is not achievable within many commercially run settings.</p> <p>From March 2020, there were exceptional circumstances due to the covid-19 pandemic for us to deal with, and we have demonstrated our resilience and commitment to the children's development throughout this period.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Pre-School currently remains financially viable. However, it has made a loss this year. It is noted that in the subsequent financial year, a redundancy process has been implemented which results (in 2020-21 year) in a redundancy payment additional cost for the year, and enables the long term and ongoing viability of the Pre-School.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held to enable the charity to meet its financial obligations through holding working capital as well as to provide a period of financial stability in the event that an excess of expenditure over income arises. The trustees consider this good governance in regard to the charity's responsibility as a good employer and to the parents and children it provides services to.
Amount of reserves held	Para 1.22	£83,111
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	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
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	
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	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 parents of pre-school children, no more than 40% of whom can be non-parents of current pre-school children.

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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Oatlands Pre School
Other name the charity uses	
Registered charity number	1031129
Charity's principal address	Oatlands Village Hall St Mary's Road Weybridge Surrey KT13 9PT

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	Mrs R Paisley	Treasurer		
2	Mrs S Gardiner	Chair		
3	Mrs C Collard	Trustee		
4				
5				
6				
7				
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9				
10				
11				
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13				
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15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

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
Independent Examiner and Accountant	FJ Wilde FCCA MBA DChA PgDip	4 Marigold Drive, Bisley, Surrey, GU24 9SF

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

Lois Patrick - Manager

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Selena Docherty	
Position (eg Secretary, Chair, etc)	Chair	
Date	7 th February 2022	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Oatlands Preschool

On accounts for the year
ended

31/08/2020

Charity no
(if any)

1031129

Set out on pages

1 and 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2020**.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

FJ Wilde

Date:

7 February 2022

Name:

FJ Wilde

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

FCCA DChA

Address:

4 Marigold Drive

Bisley

Surrey GU24 9SF

Section B

Disclosure

Only complete if the examiner needs to highlight 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.

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Receipts and payments accounts


CC16a

For the period from	Period start date 01/09/2019	To	Period end date 31/08/2020
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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 £
A1 Receipts					
FEES	149,717	-	-	149,717	175,116
FUNDRAISING	793	-	-	793	2,414
MILK REFUND	-	-	-	-	-
OTHER INCLUDING BANK INTEREST	516	-	-	516	762
GRANT - FURLOUGH	12,479	-	-	12,479	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	163,505	-	-	163,505	178,292
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	163,505	-	-	163,505	178,292
A3 Payments					
WAGES	141,373	-	-	141,373	153,526
PENSION COSTS	2,580	-	-	2,580	1,645
TRAINING	397	-	-	397	1,342
UNIFORMS	451	-	-	451	28
CONSUMABLES	2,653	-	-	2,653	6,776
PROFESSIONAL AND LEGAL FEES	568	-	-	568	763
PLAY EQUIPMENT	279	-	-	279	237
PREMISES COSTS	13,193	-	-	13,193	15,348
INSURANCE	761	-	-	761	565
OFFICE EXPENSES (Inc IT & software, postage, printing, telephone & Internet)	2,159	-	-	2,159	2,452
PAYROLL AND ACCOUNTANCY	3,166	-	-	3,166	3,520
FUNDRAISING	152	-	-	152	78
OTHER (Inc Bank Fees)	1,765	-	-	1,765	2,220
Sub total	169,497	-	-	169,497	188,500
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
LAPTOP and PHONE	23	-	-	23	510
Sub total	23	-	-	23	510
Total payments	169,520	-	-	169,520	189,010
Net of receipts/(payments)	- 6,015	-	-	- 6,015	- 10,718
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	89,126	-	-	89,126	99,844
Cash funds this year end	83,111	-	-	83,111	89,126

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Nat West Current	11,370	-	-
	Nat West Reserve	39,372	-	-
	Santander	32,339	-	-
	Petty Cash	30	-	-
	Total cash funds	83,111	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Laptop (Nov 2018)		440	-
	Panasonic Telephone (April 2019)		70	-
	Laptop charger (June 2020)		23	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Selena Docherty (Chair)	07/02/2022	