



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 08	Year 2020		Day 31	Month 07	Year 2021

Section A Reference and administration details

Charity name

Broughton Pre School

Other names charity is known by

Registered charity number (if any)

1031324

Charity's principal address

Conker Lodge (Broughton Primary School)
 School Lane, Broughton
 Hampshire
Postcode SO20 8AN

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	Emily Waller	Chair		
2	Emily Palmer	Treasurer		
3	Emily Van Noort	Fundraiser		
4	Elisabeth Cummins	Fundraiser		
5				
6				
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

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)	Early Years Learning Alliance Constitution
How the charity is constituted (eg. trust, association, company)	Trustees/Committee
Trustee selection methods (eg. appointed by, elected by)	Selection of repeat volunteers based upon voting by committee members and minuted in AGMs.

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>All new committee members are subject to a DBS check and must be registered prior to commencement of any charitable activity or responsibilities.</p> <p>In addition to the committee, the pre school has an appropriately qualified manager, deputy manager and 2 further staff members who are all kept up to date with relevant qualifications as required by ofsted.</p>
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Section C Objectives and activities

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

The objective of the charity is to provide high quality early years education and childcare for local children between the ages of 2 to 4 years old. Alongside the provision of childcare, the charity focuses on development of children to equip them with the physical, mental and emotional skills required to start their primary school education. The preschool is run in a safe, clean and well resourced environment where children are given the opportunity to participate in a wide range of fun and educational activities which promote all areas of development and learning.

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)

Learning is encouraged through play and activities which are designed and planned around the children's interests, aiming to support and extend their learning. Guidance on determining and planning these activities are taken from the relevant professional frameworks and are recorded using our online platform, Tapestry. Play and activities are designed to develop numeracy, literacy, social and motor skills as set out in the curriculum. Activities can take the form of baking, planting seeds, puzzles, stories and song time to watching development of caterpillars and tadpoles to one to one numeracy lessons and outdoor play on our varied equipment including balance bikes, a mud kitchen and climbing equipment.

To compliment and leverage the benefit of our various activities, each child is assigned a key worker who is responsible for their care, mental, health and development, which is recorded in our Tapestry portal.

Tapestry is available to parents enabling them to be kept informed with the activities, behaviour and achievements of their child, alongside assessments and an annual report.

The preschool has numerous policies and procedures in place that are compliant with the Statutory Framework for The Early Years Foundation Stage. Inductions on these policies and procedures are given to any new staff members when employment commences.

Broughton preschool supports the local public by providing excellent quality 'competitively priced' childcare and education as it does not cap nor discriminate against the number of government funded children who attend, despite the financial implications of this. To enable the charity to operate as a going concern and keep fees low, several varied fundraising events are run by the committee and volunteers on an annual basis. To this extent, the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

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.

Summary of the main achievements of the charity during the year

The 2020-2021 school year continued to be impacted by the Covid-19 pandemic, with lockdowns prior to Christmas 2020 and attendance restricted to key worker children in the first quarter of 2021.. This meant that the pre school was either closed or operating on reduced capacity and this has had a number of impacts on the Charity. Most significantly, financially. As a result of numerous risk assessments and following government guidance, the pre-school took the decision to operate at a significantly reduced capacity, however the government continued to pay the early years funding for children who had signed up for the terms in question, regardless to attendance. This funding helped to reduce the financial impact. In line with this, the committee assessed our financial position and agreed to continue paying our valued staff their usual monthly wages at 100%, including during periods of complete closure.

As with many Charities, both the economic climate and restrictions upon socialising meant fundraising continued to be very challenging. However, the committee introduced some successful new and innovate ideas and along with the generosity of voluntary contributions from some parents of the children, a meaningful amount of money, c. £8k was raised in the period. In addition to this, the pre school was fortunate to negate or reduce a large proportion of reduced income through a small business Covid-19 grant from the local authority, Hampshire County Council. These funds have been invested in improving facilities, purchasing new equipment and enable the provision of materials for learning activities.

Throughout the period and despite the new difficulties, staff continued to deliver excellent service and maintained relationships with children who weren't physically in attendance though the provision of online story time, and the encouragement of parents to update Tapestry with their child's development and activities. Management and all Staff members continually reviewed and kept up to date with Covid-19 operating procedures, ensuring they provided as safe an environment as possible for both children and staff. As a result, the pre-school never had to close and was able to continue a high standard of uninterrupted childcare in a safe environment. This was not an insignificant achievement, especially given the unprecedented nature of the environment at that time, and the success is testament to the calibre, diligence and dedication of the management staff.

In summary, despite the pandemic, the pre school has managed to continue operating to a high standard and remains financially stable, serving the local community with safe and reliable childcare. This is evident in the continued high uptake of places from the local community.

Section E

Financial review

Brief statement of the charity's policy on reserves

Sufficient funds are held to cover closure or unforeseen event costs such as redundancy or loss of income. Access to these funds is restricted and are held separately from the preschools working capital.

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 charity's principal sources of funds are from fees, government early years education funding, fundraising and donations.

Expenditure over £200 is pre-approved by the committee after a request is submitted by the pre school manager. This request will include a description and reason/justification of the expenditure, this is assessed giving consideration to the objectives of the charity alongside it's current and future financial position.

Broughton Preschool is currently in a sound financial position and is able to continue operating as a going concern. The biggest risk facing the preschool is a significant drop in government funding or a drop in uptake of childcare positions. This risk is partly managed through the conscious maintenance of our strong reputation in the local community and advertising through local mediums.

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)



Full name(s)

Emily Palmer

Position (eg Secretary, Chair, etc)

Treasurer

Date

20.05.22



CHARITY COMMISSION
FOR ENGLAND AND WALES

Broughton Pre School 1031324

Receipts and payments accounts

CC16a

For the period from 01/08/2020 To 31/07/2021

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/Funding	61,425	-	-	61,425	76,268
Fundraising	3,970	-	-	3,970	3,771
Donations	4,900	-	-	4,900	4,569
Interest	-	38	-	38	224
Other	6,708	-	-	6,708	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	77,003	38	-	77,041	84,833
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	77,003	38	-	77,041	84,833
A3 Payments					
Wages	50,348	-	-	50,348	49,314
Service Charges	9,170	-	-	9,170	7,635
Equipment	2,987	-	-	2,987	4,718
Trips/Activities	433	-	-	433	1,815
Other	375	-	-	375	179
Tax/NI	5,913	-	-	5,913	7,315
Pension	3,390	-	-	3,390	4,158
Admin/Insurance	1,991	-	-	1,991	1,969
Maintenance	172	-	-	172	517
Sub total	74,778	-	-	74,778	77,618
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	74,778	-	-	74,778	77,618
Net of receipts/(payments)	2,225	38	-	2,263	7,215
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	37,934	45,096	-	83,030	-
Cash funds this year end	40,160	45,134	-	85,293	7,215

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	Barclays Current Account	40,160	-	-
	Manchester Building Society	-	45,134	-
		-	-	-
	Total cash funds	40,160	45,134	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

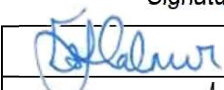

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Emily Palmer	17.05.22
	Emily Waller	23.05.22

INTERIM STATEMENT

If you have any queries about your statement please ring us on 0161 923 8065

Broughton Pre-School
Broughton
Stockbridge
Hampshire
SO20 8AN

Statement Date

31-May-2021

Easy Access Business Saver
9802-36996-5/1

Date	Transaction Details	Receipts	Withdrawals	Balance
	Balance Brought Forward			0.00
26-Feb-13	Cheque Receipt	48000.00		48000.00
04-Jun-13	Receipt	10000.00		58000.00
31-Jul-13	Interest	382.22		58382.22
31-Jul-13	Tax Paid		76.44	58305.78
15-Aug-13	Cheque Withdraw		5000.00	53305.78
09-Oct-13	Cheque Withdraw		10000.00	43305.78
31-Jul-14	Interest	794.30		44100.08
31-Jul-14	Tax Paid		158.86	43941.22
31-May-15	Interest	189.01		44130.23
31-May-15	Tax Paid		37.80	44092.43
31-May-16	Interest	220.46		44312.89
31-May-16	Tax Paid		0.00	44312.89
31-May-17	Interest	141.13		44454.02
31-May-17	Tax Paid		0.00	44454.02
31-May-18	Interest	194.27		44648.29
31-May-18	Tax Paid		0.00	44648.29
31-May-19	Interest	223.24		44871.53
31-May-19	Tax Paid		0.00	44871.53
31-May-20	Interest	224.36		45095.89
31-May-20	Tax Paid		0.00	45095.89
31-May-21	Interest	37.92		45133.81
31-May-21	Tax Paid		0.00	45133.81
	Balance Carried Forward			45133.81

Notes






1. This is not a statement for the purpose of Section 975 of Income Tax Act 2007.
2. From 6th April 2016 onwards, interest has been paid or credited without the deduction of income tax.
3. Prior to 6th April 2016, interest has been paid or credited after deduction of income tax at the appropriate rate where applicable or, subject to the required certification, gross.
4. Please notify the Society immediately, in writing, if you change your address.
5. The account type stated is correct at the statement date.

MRS EMILY PALMER
 BROUGHTON PRE-SCHOOL
 SCHOOL LANE
 BROUGHTON
 HAMPSHIRE
 SO20 8AN

Your Community Account

At a glance

23 Jul - 20 Aug 2021

Date	Description	Money out £	Money in £	Balance £
23 Jul	Start Balance			46,280.52
26 Jul	 On-Line Banking Bill Payment to Pre School Learnin Ref: Noe443-TT	48.72		46,231.80
	 On-Line Banking Bill Payment to HMRC PAYE/Nic Cumb Ref: 663PD00119314	582.60		45,649.20
	 On-Line Banking Bill Payment to Katie-Byrne-Perkin Ref: Wages	743.90		44,905.30
	 On-Line Banking Bill Payment to Mrs S Perrett Ref: Wages	845.92		44,059.38
	 On-Line Banking Bill Payment to T Haynes Ref: Wages	1,111.76		42,947.62
	 On-Line Banking Bill Payment to P Jennings Ref: Wages	1,861.88		41,085.74
30 Jul	 On-Line Banking Bill Payment to Hcc Ref: 3611378141	420.42		40,665.32
	 On-Line Banking Bill Payment to Hcc Ref: 3910034487	444.90		40,220.42
	 On-Line Banking Bill Payment to Paultons Park Ltd Ref: B073 10613	523.25		39,697.17
	 Direct Credit From Palmer E Ref: Cash		414.20	40,111.37
	 Internet Banking Transfer From Account 13508374 at 20-02-25 F Van Noort Lunch		48.00	40,159.37

Start balance	£46,280.52
Money out	£7,938.35
▶ Commission charges	£0.00
Money in	£2,603.95
▶ Gross interest earned	£0.00
End balance	£40,946.12

Your deposit is eligible for protection by the Financial Services Compensation Scheme.

Continued

Broughton Pre-School 2020-2021 P&L



	2020-2021	2019-2020	YoY
Income:			
Fees/Funding	61,425.31	76,268.49	(14,843.18)
Fundraising	3,970.36	3,770.85	199.51
Donations	7,557.00	1,264.47	6,292.53
Voluntary Contributions	4,050.80	3,304.30	746.50
Total Income	77,003.47	84,608.11	(7,604.64)
Expenditure:			
Wages, Pension & HMRC	(59,650.63)	(60,786.32)	1,135.69
Insurance	(683.53)	(651.44)	(32.09)
Internet/Website costs	(440.88)	(280.29)	(160.59)
HCC Rent & Rates	(5,393.46) 8.8% cts	(4,975.88) 6.5% cts	(417.58) cts
Broughton School services	(3,776.31)	(2,658.73)	(1,117.58)
Small equipment, books and computers	(2,986.51)	(4,717.50)	1,730.99
Training & Memberships	(575.60)	(484.80)	(90.80)
Recoverable costs	466.95	(1,413.50)	1,880.45
Supermarket & Activities	(433.32)	(401.42)	(31.90)
Admin	(866.84)	(551.93)	(314.91)
Advertising	(140.00)	0.00	(140.00)
Maintenance	(171.98)	(516.71)	344.73
Other	(125.95)	(179.14)	53.19
	(74,778.06)	(77,617.66)	2,839.60
Profit/(Loss)	£2,225.41	£6,990.45	£(4,765.04)
	0.00		

Prior Year Profits/(Losses)

2019-2020	6,990.45
2018-2019	19,652.45
2017-2018	(6,239.77)
2016-2017	(8,951.47)
2015-2016	(6,312.99)
2014-2015	(7,644.06)

	Aug'20	Sep'20	Oct'20	Nov'20	Dec'20	Jan'21	Feb'21	Mar'21	Apr'21	May'21	Jun'21	Jul'21	Total
Income	943.93	7,782.94	1,422.78	17,088.35	4,260.03	10,604.99	3,217.46	9,560.58	15,859.29	4,028.76	4,554.16	1,253.20	80,576.47
Expenditure	(4,797.13)	(5,950.50)	(7,722.09)	(5,193.80)	(6,005.63)	(6,448.78)	(5,440.74)	(5,067.49)	(7,389.59)	(8,535.62)	(8,464.73)	(7,334.96)	(78,351.06)
Closing	34,080.76	35,913.20	29,613.89	41,508.44	39,762.84	43,919.05	41,695.77	46,188.86	54,658.56	50,151.70	46,241.13	40,159.37	40,159.37
Bank	34,080.76	35,913.20	29,613.89	41,508.44	39,762.84	43,919.05	41,695.77	46,188.86	54,658.56	50,151.70	46,241.13	40,159.37	#####
<i>Check</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	
Opening as at 01/08/20		37,933.96											
													30/07/21
													2,225.41

0.25



Section A Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Broughton Pre School

**On accounts for the year
ended**

31st July 2021 **Charity no
(if any)** 1031324

Set out on pages

1-7
(The examiner should include the page numbers of auditors' reports)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31st July 2021**.

**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 (~~other than that disclosed below~~ *) 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.

** Please delete the words in the brackets if they do not apply.*

Signed: Z. Clarke

Date: 26/5/2022

Name: Zoe Clarke

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

C. I. M. A Qualified

Address:

10 Valencia Way, Andover, Hampshire
SP10 1JH

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.

