



Trustees' Annual Report for the period

From 1/9/2020
To 31/8/2021

Period start date
Period end date

Charity name: Monk Fryston Preschool

Charity registration number: 1031824

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To enhance the development and education of children from the age of 2 to statutory school age
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	Following the national curriculum for Preschool settings, we offer free-flow play using a variety of toys, games, crafts and creative activities. We also sing and move to music, read stories and introduce the alphabet, simple phonics and numbers.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees of Monk Fryston Preschool have due regard to the Charity Commission guidance on 'public benefit', by being aware of the relevant guidance, considering the guidance when making decisions on the being, operating or reporting on the charity's activities and being able to demonstrate sound reasoning should departure from the guidance be considered.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	The Committee is made up entirely of volunteers, who are responsible for the overall management and control of the Preschool.
Other		n/a

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>The preschool reopened following the Covid-19 enforced closures in September 2020 with three new staff (manager, deputy manager and practitioner). The new staff members have excelled in their roles and provided a much-welcome stability to the overall running of the setting as well as to the children attending. Along with the Committee, they continued to make improvements to the running of the setting, including reviewing and updating all policies and risk assessments, making significant improvements to on-site record-keeping and nominating a SENCo, health & safety and safeguarding coordinators.</p> <p>Although the number of children attending in September 2019 was initially lower than hoped, numbers soon picked up and by the spring term were considerably higher than pre-pandemic. Although in part due to the return to some degree of 'normality' post-pandemic, this was also due to a significant effort to improve the visibility of the preschool (e.g. on social media) and recommendations by current to prospective parents. Feedback was sought from the existing and new families, who seemed very pleased with the welcoming, safe and stimulating environment provided for their children whilst attending the setting.</p> <p>Due to the increase in numbers of children, the preschool welcomed an apprentice practitioner in April 2021 who is a very capable and welcome addition to the team. The apprenticeship is being run in partnership with Selby College and has gone very smoothly to date.</p> <p>Given the ongoing Covid-19 restrictions throughout much of the year, fundraising remained a challenge. However, funds were raised by sponsored outdoor events (e.g. Halloween walk and assault course) to expand the range of outdoor equipment for the children to use and enjoy.</p> <p>The Committee remained stable during this period, with an in-person AGM held in the summer term (later in the school year than previously due to Covid-19 restrictions).</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Actions continued to be implemented following the previous year's Ofsted
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		inspection. An interim visit made to the setting by Ofsted in October 2020 acknowledged the significant effort made, however identified the need to review and make more robust the setting's recruitment policy, This was implemented immediately and acknowledged and completed to an acceptable status in November 2020.
Performance of fundraising activities against objectives set	Para 1.41	As mentioned above, fundraising opportunities continued to be limited in 2020/21 due to Covid-19 restrictions, however some outdoor fundraising events were held.
Investment performance against objectives	Para 1.41	n/a
Other		n/a

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Reported loss during the year (£8k), related to low numbers in Autumn 2019 term, followed by impacts of Covid (no parent income, no fundraising opportunities etc.).
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Aim is to retain sufficient funds to support ongoing running of the preschool for at least 1 term, should income streams dry up for an unforeseen reason.
Amount of reserves held	Para 1.22	Reserves at end of year were £7,624, currently below the proposed target reserve amount. However, current forecasts are for a £6k positive by the end of 2021/22.
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Although a relatively significant loss was made during the year (as in the previous 2 years - as was the case in 2019/20 (£2k loss), and 2018/19 (£12k loss), the continued increase in the number of children, the ever-increasing fundraising activities post-pandemic and streamlining of other cost where possible, are significantly improving the charity's financial situation. Current forecast is for a £6k positive for the year 2021/22.

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	The principal sources of funding are North Yorkshire County Council early years funding for 3-4 year olds and parent-paid fees, both of which were lower than pre-pandemic levels in the autumn term due to reduced numbers of children. Fundraising was also lower than pre-pandemic levels due to ongoing Covid restrictions (majority usually raised through summer fayres /
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		group events / village events, which could not take place for obvious reasons).
Investment policy and objectives including any social investment policy adopted	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	As noted above, a relatively significant drop in reserves was recorded in 2020/21. However, based on forward-looking registers and attendance lists, the reserves are forecast to return to pre-pandemic levels (c.£15k) by the end of 2022.
Other		n/a

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	The Pre-school Learning Alliance Model Constitution (2011, revised 2015)
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	Management Committee
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	Election of Committee by attendees of Annual General Meeting

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	One-to-one handovers of roles and responsibilities, procedures etc. from outgoing to incoming Committee members as and when required. Committee chair ensures all Committee roles are filled and volunteers in those roles are comfortable with their responsibilities.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	n/a
Relationship with any related parties	Para 1.51	No formal affiliation, however the preschool is closely linked with the village Church (Christmas and Easter events) and the village Primary School (visits to school and 'buddying' of new school starters etc.- in non-Covid years)
Other		n/a

Reference and Administrative details

Charity name	Monk Fryston Preschool
Other name the charity uses	n/a
Registered charity number	1031824
Charity's principal address	St Wilfrid's Church Hall, Church Lane Monk Fryston LS25 5DY

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	Nicola Games	Chair	Whole period	Attendees at AGM
2	Kirsty Nichol	Vice Chair	Until April 2021	Attendees at AGM
3	Kerry Thompson	Treasurer	Whole period	Attendees at AGM
4	Steve Nichol	Payroll	Until April 2021	Attendees at AGM
5	Leanne Bedford	Secretary	Whole period	Attendees at AGM
6	Kathryn Smurthwaite	-	Whole period	Attendees at AGM
7	Sarah Smith	-	Whole period	Attendees at AGM
8	K. Lara Thornton	Payroll	April 2021 onwards	Admitted by Committee vote mid-term as replacement Committee member upon departure of previous Payroll person
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Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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n/a		

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a


Other optional information

n/a

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)	Kerry Thompson	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	28 th April 2022	

Monk Fryston Preschool – Annual Accounts Summary 2020/21

<u>END OF YEAR ACCOUNTS SUMMARY (2020 - 2021)</u>		
CATEGORY	INCOME	EXPENDITURE
NYCC Funding	£24,294.00	£0.00
Parent Income	£13,311.65	£0.00
Fundraising	£2,022.70	£0.00
Food / Milk	£35.08	£368.86
Supplies	£0.00	£709.82
Equipment	£0.00	£716.11
Training (incl. DBS)	£48.29	£825.75
Maintenance (incl. Software)	£0.00	£366.78
Entertainment/Gifts	£0.00	£30.00
Uniform	£40.50	£210.84
Rent	£0.00	£5,000.00
Phone	£0.00	£907.53
Wages/Bonuses/Pension	£0.00	£37,407.03
Miscellaneous	£0.00	£1,352.40
	<u>£39,752.22</u>	<u>£47,895.12</u>
MOVEMENTS	<u>-£8,142.90</u>	
Opening Bank Balance	£15,767.28	
Movements	-£8,142.90	
Closing Bank Balance	£7,624.38	
Un-Cashed Cheques	£147.00	
Petty Cash	£44.02	
BALANCE	<u>£7,815.40</u>	

Year to 31st August 2021

END OF YEAR ACCOUNTS SUMMARY (2019 - 2020) – *for comparison*

CATEGORY	INCOME	EXPENDITURE
NYCC Funding	£29,611.00	£0.00
Parent Income	£2,150.50	£0.00
Fundraising	£96.00	£0.00
Food	£0.00	£19.40
Milk	£277.50	£230.00
Supplies	£0.00	£721.58
Training (incl DBS)	£84.00	£739.34
Maintenance (incl. Software)	£0.00	£1,580.91
Entertainment/Gifts	£0.00	£244.49
Marketing	£0.00	£107.01
Uniform	£0.00	£59.86
Rent	£0.00	£3,605.00
Phone	£0.00	£920.18
Wages/Bonuses/Pension	£0.00	£26,367.56
Miscellaneous	£200.00	£264.65
	<u>£32,419.00</u>	<u>£34,859.98</u>
MOVEMENTS	<u>-£2,440.98</u>	
Opening Bank Balance	£18,208.26	
Movements	-£2,440.98	
Closing Bank Balance	£15,767.28	
Un-Cashed Cheques	£653.61	
Petty Cash	£29.50	
BALANCE	<u>£16,450.39</u>	

Excludes transfer of funds (£29,204.14) from old to new bank account

Year to 31st August 2020



Notes:

Key differences in income/expenditure between FY2019/20 and FY2020/21 were due to impacts of Covid 19, notably:

Income

- Still showing effects of Covid restrictions. Low numbers of children, particularly in Terms 1 and 2, picking up in Term 3. NYCC funding slightly lower than in 2019/20 (as Terms 2 and 3 in 2019/20 were based on numbers in Jan 2020, prior to Covid).
- Parent-paid income increased, again particularly in Term 3.
- Increased fundraising compared to 2019/20 (although still lower than pre-Covid due to limited opportunities with Covid restriction/lockdowns in place).

Expenditure

- Significantly more expenditure on staff wages than previous year – increased number of staff (particularly in Term 3 when number of children increased) and no Covid closure periods like in March-July 2020.
- Reduced rent (£300/month) during Covid was increased by the Church in January 2021 (to £450/month).



Section A

Independent Examiner's Report

Report to the trustees/ members of

MONK FRUSTON PRE SCHOOL

On accounts for the year ended

31st AUGUST 2021

Charity no (if any)

1031824

Set out on pages

1

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD/MM/YYYY.

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:

Gemma Hewitt

Date:

26/22

Name:

GEMMA HEWITT

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

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Address:

25 THE CRESCENT

MONK FRUSTON

LS25 5EF

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.

