



Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	09	2019	To	31	08	2020

Section A Reference and administration details

Charity name

EAST FARLEIGH PRE-SCHOOL

Other names charity is known by

Registered charity number (if any)

1033652

Charity's principal address

The Old School Hall

Lower Road

East Farleigh

Postcode

ME15 0JL

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	Stephen Shearman	Committee Chairman		
2	Jo Purnell	Treasurer		
3	Michaela Hogg	Secretary		
4	Amy Noake			
5	Sarah Shearman			
6	Nicola Oxley			
7	Erika Matthews			
8	Caroline Jacques			
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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)

Nicola Saunderson (Manager), Tracey Shea (Deputy Manager)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CONSTITUTION
How the charity is constituted (eg. trust, association, company)	
Trustee selection methods (eg. appointed by, elected by)	ELECTED BY COMMITTEE

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.

Section C Objectives and activities

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

TO ENHANCE THE DEVELOPMENT AND EDUCATION LOCAL CHILDREN UNDER STATUTORY SCHOOL AGE.

WE PROVIDE SESSIONAL CARE FOR LOCAL CHILDREN BETWEEN THE AGES OF 2 AND 5 YEARS AND PROMOTE LEARNING THROUGH PLAY.

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)

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

OUR REPUTATION IS VERY GOOD, MOST, IF NOT ALL OF THE NEW STARTERS CAME BY WORD OF MOUTH.

THE BEGINNING OF THE COVID PANDEMIC HIT US DURING THIS PERIOD, A VERY DIFFICULT TIME FOR THE STAFF, ESPECIALLY AS EARLY YEARS SETTINGS WERE EXPECTED TO OPEN EFFECTIVELY AS USUAL. THE STAFF WERE AMAZING DURING THIS PERIOD.

Section E Financial review

Brief statement of the charity's policy on reserves

RESERVES REMAIN IN PLACE TO COVER STAFF REDUNDANCIE COSTS SHOULD THE NEED ARISE. OTHER RESERVES ARE MINIMAL.

Details of any funds materially in deficit

NONE

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.

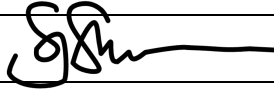
FUND RAISING HAS ALWAYS BEEN A STRUGGLE WITH SUCH A SMALL AUDIENCE OF PARENTS, THE CORE EVENTS WE ORGANISE CONTINUE TO BE REASONABLY SUCCESSFUL (CHRISTMAS FAYRE, EASTER FAYRE ETC).

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)	STEPHEN JOHN SHEARMAN	
Position (eg Secretary, Chair, etc)	COMMITTEE CHAIRMAN	

Date 17 FEB 2022

East Farleigh Pre-school
Charity number : 1033652
Receipts and Payments accounts
Year ended 31 August 2020

	2019/20	2018/19
Receipts		
Fees and Vouchers	66,392.54	73,488.20
Milk Refund	-	-
Interest Received	36.32	51.65
Other	250.58	145.76
Fund Raising	2,511.96	3,195.77
Grants	7,130.76	
Courses	-	-
Donations	677.05	740.77
Sweatshirt Sales	178.00	260.00
Music	480.00	816.00
Trips	-	176.00
Misc.	-	-
EYPP	604.20	936.94
SENIF	3,737.01	1,886.30
Consumables	1,176.50	803.05
Total	<u>83,174.92</u>	<u>82,500.44</u>
Payments		
Wages	59,516.28	59,812.94
Hall Hire	8,522.00	10,620.00
Milk	-	-
PPA (Subs. & Ins.)	978.64	953.56
Petty Cash	-	-
Materials	1,068.99	836.29
T-shirts/sweatshirts	133.09	183.70
Fund Raising	866.84	863.51
Equipment	836.65	1,197.06
Administration	570.41	714.24
Ink	531.49	509.62
Gifts / Entertainment	410.40	391.00
Courses	530.70	865.00
Phone	20.00	40.00
Trips	-	205.00
Other	268.00	181.78
Music	360.00	570.00
Hall maintenance	-	838.06
EYPP	241.04	204.27
SENIF	852.05	
Advertising	-	-
Total	<u>75,706.58</u>	<u>78,986.03</u>
Net surplus / (deficit)	<u>7,468.34</u>	<u>3,514.41</u>
Current Account as at 31 August	7,156.54	6,851.63
Outstanding Items	-	-
Business Deposit Account as at 31 August	21,496.08	14,332.65
Cash balance	60.00	60.00
Chq not cashed, written off in year		
Cash Adjustment	-	
PAYE paid in advance		-
Actual Balance	<u>28,712.62</u>	<u>21,244.28</u>
Surplus / (Loss) for the period	7,468.34	3,514.41
Bank Balance brought forward	21,244.28	17,729.87
	<u>28,712.62</u>	<u>21,244.28</u>



Section A Independent Examiner's Report

Report to the trustees/ members of Charity Name EAST FARLEIGH PRE-SCHOOL

On accounts for the year ended 31 AUGUST 2020 Charity no (if any) 1033652

Set out on pages ONE (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 31/08/2020.

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: [Signature] Date: 10/02/2022

Name: ALISON FAIRMAN

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

Address: 3 EWELL MANOR COTTAGES

WEST FARLEIGH
KENT, ME15 0NG

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.

