



# Trustees' Annual Report for the period

Period start date		Period end date	
From	01 09 2020	To	31 08 2021

## 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	Charlotte Saunders			
5	Sarah Shearman			
6	Luke Nicholls			
7	Sharon Barker			
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### 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), Dina Kenward (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 WHOLE OF THIS PERIOD WAS DURING THE COVID PANDEMIC.

INCOME WAS DOWN, ALTHOUGH SOME GRANTS WERE RECEIVED THEY WERE NOT IN THE SAME ORDER AS THE PREVIOUS YEAR. COSTS/OUTGOINGS WERE SIMILAR TO THE PREVIOUS YEAR, AND THEREFORE WE SUFFERED A LOSS IN THE ORDER OF 7K.

THE STAFF CONTINUED TO BE AMAZING, SHOWING PROFESSIONALISM WAY BEYOND THEIR PAY GRADE.

WHILE SCHOOLS WERE ALLOWED TO CLOSE, PRE-SCHOOLS WERE STILL EXPECTED TO OPEN, AND WITH CHILDREN SO YOUNG, THE USE OF EFFECTIVE PPE WAS DIFFICULT, OR IMPOSSIBLE, PLUS YOUNG CHILDREN DO NOT UNDERSTAND THE PRINCIPLES OF 'SOCIAL DISTANCING', OUR STAFF PUT THEMSELVES AT RISK EVERY DAY.

AMAZINGLY, OUR INSTANCES OF COVID INFECTION AMONGST THE COHORT WERE VERY LOW, AND MORE AMAZINGLY, WE ONLY HAD ISOLATED OCCURRANCES OF STAFF BECOMING INFECTED. ONE MEMBER OF STAFF DECIDED TO SELF ISOLATE FOR THE PERIOD DUE TO UNDERLYING HEALTH CONDITIONS.

A DIFFICULT TIME FOR EVERYONE IN THE WORLD, BUT THE STAFF OF EAST FARLEIGH PRE-SCHOOL EXCELLED IN THE FACE OF ADVERSITY.

## 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. DUE TO THE PANDEMIC MANY OF THE USUAL EVENTS WERE CANCELLED, THEREFORE FUNDRAISING WAS RESTRICTED.

AS MENTIONED ABOVE, WE DID STILL RECEIVE SOME GRANTS, BUT A MUCH REDUCED AMOUNT COMPARED TO THE PREVIOUS PERIOD.

## Section F

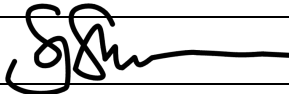
## Other optional information

## 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 30 JUNE 2022

**East Farleigh Pre-school**  
**Charity number : 1033652**  
**Receipts and Payments accounts**  
**Year ended 31 August 2021**

	<b>2020/21</b>	<b>2019/20</b>
	<b>£</b>	<b>£</b>
<b>Receipts</b>		
Fees and Vouchers	58,083.04	66,392.54
Milk Refund		-
Interest Received	11.26	36.32
Other	1,370.30	250.58
Fund Raising	2,266.10	2,511.96
Grants	4,300.00	7,130.76
Courses		-
Donations	100.00	677.05
Sweatshirt Sales	124.00	178.00
Music	471.00	480.00
Trips	152.00	-
Misc.		-
EYPP	55.12	604.20
SENIF	200.00	3,737.01
Consumables	2,399.50	1,176.50
<b>Total</b>	<b>69,532.32</b>	<b>83,174.92</b>
<b>Payments</b>		
Wages	58,728.82	59,516.28
Hall Hire	10,520.00	8,522.00
Milk		-
PPA (Subs. & Ins.)	1,120.48	978.64
Petty Cash		-
Materials	1,007.47	1,068.99
T-shirts/sweatshirts	99.06	133.09
Fund Raising	440.61	866.84
Equipment	248.67	836.65
Administration	811.96	570.41
Ink	690.57	531.49
Gifts / Entertainment	174.64	410.40
Courses	157.00	530.70
Phone	35.00	20.00
Trips	190.93	-
Other	620.56	268.00
Music	300.00	360.00
Hall maintenance		-
EYPP		241.04
SENIF	120.00	852.05
Advertising	-	-
<b>Total</b>	<b>75,265.77</b>	<b>75,706.58</b>
<b>Net surplus / (deficit)</b>	<b>- 5,733.45</b>	<b>7,468.34</b>
Current Account as at 31 August	855.89	7,156.54
Outstanding Items		-
Business Deposit Account as at 31 August	22,063.28	21,496.08
Cash balance	60.00	60.00
Chq not cashed, written off in year		
Cash Adjustment		-
PAYE paid in advance		
<b>Actual Balance</b>	<b>22,979.17</b>	<b>28,712.62</b>
Surplus / (Loss) for the period	-	5,733.45
Bank Balance brought forward	28,712.62	21,244.28
	<b>22,979.17</b>	<b>28,712.62</b>

Oct 2018  
JUNE 2022

Address: 3 GULL MOUND COTTAGE

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

Name: ALISON THORNTON

Signed: [Signature]

Date: 29/06/2022

**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.

**Responsibilities and basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2021.

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.

**Report to the trustees/ members of**

On accounts for the year ended 31 August 2021

Set out on pages ONE

Charity Name: EAST HARLEIGH PRE-SCHOOL

Charity no (if any): 1033652

(remember to include the page numbers of additional sheets)

**Independent Examiner's Report**

**Section A**

**Independent examiner's report on the accounts**

CHARITY COMMISSION FOR ENGLAND AND WALES



~~Oct 2018~~  
JUNE 2022

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Give here brief details of any items that the examiner wishes to disclose.

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Section B Disclosure

WEST FRITHLEIGH	KENT MEIS OUG