



<b>Trustees' Annual Report for the period</b>							
<b>From</b>	Period start date			<b>To</b>	Period end date		
	20	08	2019		19	08	2020

**Charity name** Stepping Stones Pre School Tring

**Other names charity is known by**

**Registered charity number (if any)** 1034714

**Charity's principal address** c/o Treasurer Tim Manning

**Postcode**

**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	Tim Manning	Treasurer	
2	Julia Clark	Chairperson	
3	Alison Wilks	Secretary	
4	Kimberley Smith		
5	Emma Brooks		
6	Nicole Davies		
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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**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Committee
Trustee selection methods (eg. appointed by, elected by)	Elected at AGM

**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.

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

TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN BELOW STATUTORY SCHOOL AGE.
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PRE-SCHOOL CONTINUES TO OFFER AN OUTSTANDING, SAFE AND SECURE ENVIRONMENT FOR ALL CHILDREN WHO ATTEND. THE STAFF HAVE HAD RANGE OF TRAINING OPPORTUNITIES WHICH THEY EMBRACE WITH INTEREST. THE BENEFITS FROM THESE COURSES IS DEMONSTRATED IN THE VERY GOOD PRACTICE ON A DAY-TO-DAY BASIS. IT HAS ACHIEVED A GRADE OF GOOD FROM OFSTED AND PERFORMS VERY WELL IN OTHER INSPECTIONS.

**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**

CHRISTMAS PERFORMANCE AT A LOCAL CHURCH  
MESSY PLAY SESSIONS  
STAND AT A NUMBER OF LOCAL EVENTS  
ALL STAFF AT OR ABOVE LIVING WAGE  
CONTINUED PROVISION 2 YEAR-OLDS  
CONTRIBUTIONS TO A NUMBER OF TOWN CELEBRATIONS

**Brief statement of the charity's policy on reserves**

THE PRE-SCHOOL RESERVE POLICY IS TO ENSURE THAT THERE ARE SUFFICIENT FUNDS AVAILABLE TO COVER; ONE MONTHS SALARY, FOUR WEEKS HOLIDAY PAY AND 6 WEEKS PREMISES RENTAL.

**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.

## Section F

## Other optional information

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Timothy John Manning

Position (eg Secretary, Chair, etc)

Treasurer

Date

19/07/21



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Stepping Stones Pre School Tring

1034714

## Receipts and payments accounts

CC16a

For the period  
from

20/08/2019

To

19/08/2020

### 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 £
<b>A1 Receipts</b>					
Fees	19,960	-	-	19,960	23,217
Fund Raising	1,376	-	-	1,376	1,373
Funding	32,305	-	-	32,305	31,805
Other	-	-	-	-	101
Furlough	2,288	-	-	2,288	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>55,929</b>	<b>-</b>	<b>-</b>	<b>55,929</b>	<b>56,496</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>55,929</b>	<b>-</b>	<b>-</b>	<b>55,929</b>	<b>56,496</b>
<b>A3 Payments</b>					
Wages	41,668	-	-	41,668	45,172
Pension	2,945	-	-	2,945	1,131
Premises	4,671	-	-	4,671	3,066
Equipment	1,351	-	-	1,351	2,161
Insurance	473	-	-	473	581
Others	694	-	-	694	1,565
Inland Revenue	522	-	-	522	593
Fees (Refund)	554	-	-	554	-
	-	-	-	-	-
<b>Sub total</b>	<b>52,878</b>	<b>-</b>	<b>-</b>	<b>52,878</b>	<b>54,269</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>52,878</b>	<b>-</b>	<b>-</b>	<b>52,878</b>	<b>54,269</b>
<b>Net of receipts/(payments)</b>	<b>3,050</b>	<b>-</b>	<b>-</b>	<b>3,050</b>	<b>2,227</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>16,264</b>	<b>-</b>	<b>-</b>	<b>16,264</b>	<b>14,036</b>
<b>Cash funds this year end</b>	<b>19,315</b>	<b>-</b>	<b>-</b>	<b>19,315</b>	<b>16,263</b>

**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 £
<b>B1 Cash funds</b>	Fundraising/Contingency account	6,619	-	-
	Current accounts	19,315	-	-
		-	-	-
	<b>Total cash funds</b>	<b>25,933</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))


Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

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

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

Signature	Print Name	Date of approval
	TIMOTHY MANNING	18/7/21



Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name STEPPING STONES PRE SCHOOL TRING

On accounts for the year ended

19/8/20

Charity no (if any) 1034714

Set out on pages

(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: ANGELA COTTON

Date: 3/2/22

Name: ANGELA COTTON

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

CHARTERED ACCOUNTANT, (CNZ)

Address:

17 FIVE ACRES
KINGS LANGLEY
HERTS WD4 9SU

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.

