



Trustees' Annual Report for the period

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

Charity name: Dodleston Pre-school

Charity registration number: 1035994

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide a safe and inclusive environment for all children aged between 2 – 5 years, with an emphasis on “Risky play”, with a free flow indoors and outdoors choice for the children, not only meeting the requirements of EYFS but also instilling self belief, self confidence and independence within each individual.
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	Dodleston Pre-school’s purpose remains to provide an affordable, flexible safe childcare with free flow between in/outdoors and some managed risks, with a planning in the moment at the heart of how we operate. Being able to choose how they spend their time allows the children to develop an independence and confidence in their own thinking and decision making. We work within local term times so that parents with siblings at local primaries have a family time at the same time, rather than one child at home with another at school. We have flexible sessions with no minimum attendance; normally mornings or full days, but we have added just afternoons also as an option this year, to accommodate the changing needs of individuals and families. We are ideally situated to accommodate families from both England and Wales, being on the border between the two countries, in addition to being able to manage various additional needs which some of our children and families require. It has been a very challenging year for us, as it has for everybody, but we have endeavoured to remain open as much as we possibly can, changing our setting and some routines to ensure we are as Covid safe as possible at all times. Our fees have remained unchanged at their already reasonable level, as well as accepting Early Years funding for 2, 3, and 4 year olds and Childcare vouchers, giving parents as great a choice of financial management as possible. Our purpose, which we feel we have achieved, is to provide an affordable, safe, flexible service for families from both the local area and further afield, with peace of mind that the children and their safety are our number one priority, regardless of the various requirements our families may have. We hold regular meetings – some just parents, some committee/staff supervision and others including staff, committee and parents - to maintain clear and open

		communication. This helps to contribute to the ongoing achievement of the trustees steering the Pre-school in the right direction, including with regard to their public benefit requirement, and making decisions which benefit the Pre-school, our families, the community of Dodleston and beyond.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have an awareness of the Charity Commission guidance on public benefit and have tried at all times to ensure that the way the Pre-school has been managed has had regard to it. This has never been more relevant than through the world's current pandemic; the committee have striven to ensure that the pre-school has been available to those who need it the most (vulnerable children and those of key workers as priority) as much and as flexibly as possible, whilst also being mindful of the pressures this creates for the staff, all whilst ensuring safety in the workplace and maintaining affordability for families.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	

<p>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.</p>	<p>Para 1.20</p>	<p>We began 2019 with a very healthy bank balance of £15,526 but unfortunately, we have had to use some of these reserves to maintain our services throughout the following months. We have had need to close at times due to staff shortages or Self Isolating, thus meaning our fee income was hit quite hard – down £13,305 for the year; our funding income was also slightly down by £784. These decreases are due in part to low numbers of children on role in September (after a large cohort had left for Primary school) and the Covid pandemic.</p> <p>The majority of the children did claim Early Years funding; in September there were 18 children on role, with 9 children claiming 3 Y.O funding, 7 of whom were fully funded and 1 two Y.O claiming 15 hrs of funding towards the cost of sessions. By the end of the year in July we have been forced to close so had 25 children on role, but with no fees being charged and funding being retained for 14 3&4 Y.O, and 2 2Y.O.</p> <p>As we were unable to hold our usual Spooky Doo event, our fundraising income dropped drastically by £1,573, but we were fortunate to receive a donation from the Co-op community fund , taking our donations up to £2,710. The overall income for the year was £59,000 – down from £74,000 the previous year.</p> <p>Sadly, costs remained at a similar level with the largest cost being wages, which the committee made the difficult decision to maintain for all staff, despite closures.</p> <p>Most staff have undertaken some training of various kinds throughout the year, to keep all up to date on knowledge and best practice to allow us to continue the best service possible for our families. The staff maintained contact with our families using online software as well as posting out / delivering activities for home use.</p> <p>Some of our plans had to be put on hold and funds for these diverted. As and when we are able to work towards our plans for premises improvement once more, then a dedicated fundraising mission will be undertaken.</p> <p>Overall, we had a small deficit for the year but were in a fortunate enough position that we could remain available for families as much as possible and support the wellbeing of staff at the same time, without impacting too severely upon our overall finances.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	

Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Despite a small deficit this year we are still in a strong position to move forward from. Total funds held at year end £25,741.12, including a ringfenced saving of £12,023 – this a small drop on last year's holdings by £1,934.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Pre-school retain a ringfenced amount in the savings account, which is there as a fund for redundancy in the event that the Pre-school should ever become unviable. We have also been building reserves to fund a new premises plan, allowing us to possibly extend the services we are able to offer.
Amount of reserves held	Para 1.22	£12,023
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

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 main revenue sources are: <ul style="list-style-type: none"> - Early Years funding - Fees - Fundraising
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Early Years Alliance Constitution (unincorporated constitution)
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	A committee of minimum 5 trustees
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 by committee

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	Safeguarding is a vital part of our operational procedure, with enhanced DBS checks for all committee, staff and volunteers. Our aim (where currently practical) to have a detailed handover from trustees as they move on, making the personnel change as informative and smooth as possible.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Dodleston Pre-school is a community based pre-school, providing EYFS based care and education for children between the ages of 2 and 5 years. We are governed and inspected by Ofsted and our carefully planned policies aim to provide for the physical and mental wellbeing of the children in attendance and the wider family members.
Relationship with any related parties	Para 1.51	Dodleston Pre-school is a key member of the wider community, being involved (under normal circumstances) with a range of village events – either as attendees or organiser. This is in part a way of working alongside our key schools to make transition over to school easier for our children.
Other		All trustees, committee members and volunteers give their time completely free of charge to the benefit of the pre-school to help our continued and valued presence within the community of Dodleston and surrounding areas.

Reference and Administrative details

Charity name	Dodleston Pre-school
Other name the charity uses	
Registered charity number	1035994
Charity's principal address	Village Hall, Pulford Lane Dodleston, Chester Cheshire CH4 9NN

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	Julie Buchanan	Chair	Nov 2019 - Present	Pre-school Committee
2	Yang Ling Leung	Secretary	Nov 2020 - Present	
3	Zsuzsanna Fabian-Lengyel	Treasurer	Nov 2020 - Present	
4	Paul Cowley		Dec 2017 - Present	
5	Andrew Barnett		Oct 2015 - Present	
6	Ella Batley-Moss		Oct 2019 - Present	
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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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

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Other optional information

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Declarations

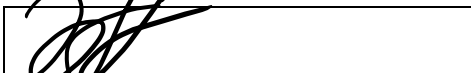
The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Yang Ling Leung	
Position (eg Secretary, Chair, etc)	Secretary	
Date	22/06/21	

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Zsuzsanna Fabian-Lengyel	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	23/06/21	

DODLESTON PRE SCHOOL
RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 31ST AUGUST 2020



Independent examiner's report to the trustees of Dodleston Pre-School

I report to the trustees on my examination of the accounts of **Dodleston Pre-School** for the year ended 31st August 2020.

Responsibilities and basis of report

As the charity 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 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of Dodleston Pre-School as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

Noel Guilford BA BFP FCA
Fellow of the Institute of Chartered Accountants in England & Wales
Fourwinds House, Balderton, Chester, CH4 9LF
12th June 2021

**DODLESTON PRE-SCHOOL
RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2020**

	2020	2019
RECEIPTS		
Fees	10,180	23,686
CWAC funding	38,712	41,237
Flintshire funding	3,615	1,873
Fundraising	885	2,457
Donations	2,710	368
Uniform	53	0
HMRC Job Retention Scheme	2,840	0
Miscellaneous	90	4,439
Bank interest	19	0
TOTAL RECEIPTS	59,104	74,060
PAYMENTS		
Catering costs (fruit)	345	341
Premises Rent	2784	4,145
Staff costs (Wages)	49424	43,129
NEST Pension	942	0
PAYE	1197	0
Administration	669	5,872
Training Costs	934	1,360
Insurance	668	661
Consumables	428	298
Equipment	684	1,049
PPE/Sanitising	549	0
Ofsted/DBS fees	232	432
Photos/Xmas cards	125	106
Donations	30	440
Uniform	0	502
Telephone	703	654
Stationery	188	364
Trips	219	295
Event Expenses	448	1,232
Gardening	360	0
Miscellaneous expenses	110	535
TOTAL PAYMENTS	61,039	61,415
SURPLUS	-£1,935	£12,645
SURPLUS b/f	£27,675	£15,030
SURPLUS c/f	£25,740	£27,675

**DODLESTON PRE-SCHOOL
RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2020**

REPRESENTED BY	2020	2019
BANK BALANCE (CURRENT ACC)		
93167615	13521	15,527
BANK BALANCE (SAVING ACC)		
63942880	12023	12,004
PETTY CASH	196	144
TOTAL FUNDS	<u>£25,740</u>	<u>£27,675</u>

Chairman

Treasurer

12th June 2021

DODLESTON PRE SCHOOL
RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 31ST AUGUST 2020



Refreshingly different accounting for entrepreneurs

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Chairman

Treasurer

12th June 2021