



Trustees' Annual Report for the period

Period start date: 1 August 2019
 Period end date: 31 July 2020

Charity name: Oakworth Pre-school

Other names charity is known by:

Registered charity number (if any): 1036087

Charity's principal address: Oakworth Methodist Church, Lidget

Oakworth
 Keighley
 Postcode: BD22 7HN

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)
Lucy Kozikowski	Chairperson		
Charlotte Gill	Treasurer	Resigned September 2020	
Tracey Roe			
Janet Armstrong			
Aaron Metcalfe			
Jen Stokes	Treasurer		
Assumpta O'Rourke			

Name of chief executive or names of senior staff members (Optional information): Emma Howard Pre-school Manager

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	How the charity is constituted (eg. trust, association, company)	Trustee selection methods (eg. appointed by, elected by)
Pre-school Learning Alliance Model Pre-school Constitution 2011	Charitable association	Trustees are appointed or reappointed annually at the Annual General Meeting (AGM) usually in held in September or October. In the event of the death or resignation of an elected trustee, the vacancy shall be filled until the next AGM by a member appointed by the Committee. If additional expertise or trustees are deemed to be required they may be appointed between AGMs. Parents wishing to join the Committee between AGMs may approach current members and offer their services.

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

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)

- You may choose to include further statements, where relevant, about:
 - policy on grantmaking;
 - policy programme related investment;
 - contribution made by volunteers.

The objective of Oakworth Pre-school is to enhance the development and education of children primarily under statutory school age by:

- Offering appropriate play, education, and care facilities, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability.
- Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas:
- Instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

Oakworth pre-school is a long standing and well respected community group within the village of Oakworth, which we believe has enhanced the quality of life and education of children and parents through encouraging and supporting a broad range of learning and development to prepare children for the transition to their next setting or Primary School.

In managing the pre-school the trustees have kept in mind the Charity Commission guidance on public benefit.

The local community are provided with affordable subscription fees for convenient childcare in a village centre location.

Our pre-school is welcoming and inclusive of all children whatever ability, cultural, religious or social background and we work hard to understand each child's individual needs on an ongoing basis. We provide a broad range of activities to understand and develop social, emotional and cognitive needs of each child.

We employ seven part time staff from the local area which mutually benefits the pre-school and employees by creating employment which fits around the school day and term times.

Additional details of objectives and activities (Optional information)

A great contribution is made by our volunteers. We are extremely grateful for the many hours volunteers have spent working within our setting.

Summary of the main achievements of the charity during the year

Autumn
 Two new permanent staff members employed. Training has taken place by various staff members including – First Aid, SEN, Ofsted on the new Educare portal. All staff took part in safeguarding and Prevent training. Attendance numbers were good for this time of year. With 17 children Monday, Wednesday and Thursday and 22 on Fridays. We held a Christmas concert and raffle which was enjoyed by all. The pre-school became one of the Co-op good causes.

Spring
 One temporary staff member appointed to support the medical needs of a child who attends. Attendance is high with 22+ most sessions. We also opened 2 additional afternoon sessions. Staff received behaviour training and two staff signed up to an online Level 2 course in autism. Had a student on placement from the local college. We received £250 from Warburtons Fund to support our staff training. Awarded £500 from Yorkshire Building Society to use towards purchasing sensory equipment. Closed 20th March due to Coronavirus pandemic.

Summer
 Managed to re-open for 5 weeks in the summer term with 11/12 children in most sessions.

Main Fundraising Events

Christmas fundraiser – £363
Grants
 Yorkshire Building Society £500
 Co-op - £692

<p>The pre-school aims to hold sufficient reserves to maintain effective ongoing operation and retain a surplus to cater for any unexpected event</p>	<p>The pre-school aims to hold sufficient reserves to maintain effective ongoing operation and retain a surplus to cater for any unexpected event</p>
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Brief statement of the charity's policy on reserves

Details of any funds materially in deficit

<p>N/A</p>	<p>N/A</p>
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Section F Other optional information


The Coronavirus pandemic has affected the pre-school this year with a reduction in income due to being closed. We were set to have a great summer term with full sessions however this did not happen. We have not been able to hold an open day in the summer term to recruit new children for September so numbers are

low. This needs to be considered in the Autumn term and a push to advertise our pre-school. We have managed to secure some grants and funds this year which have massively helped to support the pre-school. After four years, Charlotte Gill has stepped down from the committee and from the day to day running of pre-school she will support the new manager Emma Howard to settle into her role.

[Redacted]

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

Signed on behalf of the charity's trustees

	Lucy Kozlowski CHAIR	Signature(s)
Tenny Stores	Tenny Stores TREASURER	Full name(s) Position (eg Secretary, Chair, etc)
3.12.20	Date	



Section A Independent Examiner's Report

Report to the trustees/ members of

OAKWORTH PRESCHOOL

On accounts for the year ended

31st JULY 2020

Charity no (if any)

1036087

Set out on pages

3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2020.

Responsibilities and basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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

~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

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,:

- the accounting records were not kept in accordance with section 130 of the 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.

* Please delete the words in the brackets if they do not apply.

Signed:

P Marshall

Date:

02/09/2020

Name:

PETER MARSHALL

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

MAAT, ATT(FELLOW)

Address: MARSHALL KLYSKO LIMITED
70-72 KIRK GATE, SILSDEN, WEST YORKSHIRE
BD20 0PA

Section B

Disclosure

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 details of any items that the examiner wishes to disclose.

Account	Opening Balance	Closing Balance
Current	7,479.72	17,745.05
Reserve	5,048.30	10,078.22
Cash	77.66	213.60

Income

Fees (parent/carer)	12,907.80
Fees (NEF)	45,382.00
Vouchers (parent/carer)	2,347.50
Bank Interest	29.92
Other Income	5,248.54 *

65,915.76

Expenses

Wages	39,290.40
Rent	5,524.00
Equipment	1,175.43
Consumables	358.77
Snack	290.42
Office Costs	1,807.39
Other expenses	2,038.16

50,484.57

Surplus for year 15,431.19

65,915.76

Analysis of 'Other' Income

Fundraising/Donations

Easy Fundraising	18.61
Sponsor Money	205.55
Christmas Fundraising	363.36

Other - Grants

Friends of Oxenhope	50.00
HMRC - JRS	3,018.19
Charities Trust	500.00
Co-op LCF	692.83
Warburtons	400.00
	5,248.54 *

Balance Sheet

Surplus brought forward	12,605.68
Surplus for year	15,431.19
Surplus carried forward	28,036.87

Cash in bank	17,745.05
Cash in reserve	10,078.22
Cash in hand	213.60
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P Marshall

Date:

02/09/2020

Name:

PETER MARSHALL

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

MAAT, ATT(FELLOW)

Address: MARSHALL KLYSKO LIMITED
70-72 KIRKGATE, SILSDEN, WEST YORKSHIRE
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