



## Trustees' Annual Report for the period

**From** 1/4/2020 **Period start date**

**To** 31/3/2021 **Period end date**

**Charity name:** The Village Pre School

**Charity registration number:** 1038317

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The Village Pre-School encourages each child to develop and flourish in a happy, supportive and secure environment, enabling them to be confident, challenged, successful and to have high self-esteem.</p> <p>We work in partnership with parents and local advisors to understand and provide the highest quality childcare for each child.</p> <p>We embrace the Early Years Foundation Stage (EYFS) and apply the four key themes: Unique child, Positive relationships, enabling environments, Learning and development to be the basis of our approach on early learning and development.</p>
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	<p>To provide high quality childcare in a safe, secure, caring, happy and stimulating environment in which all children have opportunities to reach their full potential, emotionally, socially and educationally through 'hands on' experiences and having fun.</p> <p>To encourage the development of self-esteem and independence which will help children to make a natural transition to full-time schooling.</p> <p>To ensure each child is supported in developing their potential at their own pace by means of developmentally appropriate play activities and a high level of individual adult input.</p> <p>To provide activities and experiences</p>

		<p>that are planned to meet their individual stages of development within the early years' foundation stage.</p> <p>To always look at ways to improve and update the environment, layout, equipment and resources available within the Pre-School.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>When the Pre-School committee have new members, they are made au fait with regulations, procedures and legal requirements that govern the operation of a charity-based pre-school.</p> <p>All members of the committee are required to undertake DBS checks and complete the EY2 form in order to ensure we fulfil our safeguarding responsibilities.</p>

### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The setting does not offer grants.
Policy on social investment including program related investment	Para 1.38	There are currently no investments for the Pre-School and all funds are held in a bank account.
Contribution made by volunteers	Para 1.38	Volunteers support throughout the year and are vital to the success of the Pre-School. Volunteers support fundraising activities and during specific fundraising events where needed.
Other		The committee is run by volunteers – who's support is vital.

## 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>The Pre-School continued its hard work throughout the year across a number of areas:</p> <ul style="list-style-type: none"> <li>• The financial health of the setting remained positive.</li> <li>• The setting continued to provide high quality care for the children in a supportive environment.</li> <li>• The setting has continually focussed on adhering to COVID-19 guidelines and minimising risk where ever possible in this regard.</li> <li>• Fundraising activities were undertaken throughout the year which supported the attraction of new children in addition to raising vital funds to support the children currently at the Pre-School.</li> <li>• The committee remained relatively stable throughout the year.</li> <li>• Staff turnover was addressed and recruitment plans put into place.</li> <li>• Interaction was made with the local primary school to facilitate the transition for the children starting school (working in line with Covid-19 guidelines). The setting continued to be a feeder for the school in the village.</li> <li>• Local and national businesses continued to support the setting with donations and services such as internet connections.</li> </ul>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		N/A

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Financial performance is closely monitored and reported by the Treasurer to ensure the setting remains solvent and in a strong financial position to weather peaks and troughs in child numbers.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	On the 23rd November 2016, the committee agreed a reserve policy. The reserve amount agreed was set at £2000 to ensure any risks are mitigated for the pre-school and committee members' liabilities.
Amount of reserves held	Para 1.22	£2000.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

### 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	<p>The main source of funding for the setting is provided by government via Derbyshire County Council. This is the 'free' 15 to 30 hours the government provides as part of childcare choices.</p> <p>Funding is also sourced from fees which fall outside the free funding, mainly children aged two.</p> <p>Fundraising is a vital activity which takes place throughout the year via various events. Grant applications are made throughout the year, some of which have been successful.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	Currently there are no investments so no policy is currently in practical use.
A description of the principal risks facing the charity	Para 1.46	<p>The principle risk of the charity is expenditure in the form of salary and rent being greater than the income from funding and fees.</p> <p>Outside of this, funds are spent on resources, membership and insurance fees, training, admin, marketing and fundraising expenses.</p> <p>COVID-19 is an ever-present risk that the Pre-School continually reviews</p>

		and will provide uncertainties for the coming months/year.
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## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Unincorporated
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	Self-nomination and election.

### 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	<p>The Village Pre-School Committee and Manager review policies/ procedures regularly throughout the year. The PSLA publishes a policy book, which we have purchased, that is refreshed when legislative requirements change and updates are required. The Pre-School Manager reviews and amends our policies and then shares them with the committee members for a final check before they are placed in our Operational Plan folder, which parents can view. The Manager advises the staff that the policies have been amended for their review too and ensures adherence within the pre-school setting. Every policy will be reviewed in time for the AGM. A full set of updated policies is kept in the main Operational Plan folder, held at the Pre-School.</p> <p>The Pre-School has also written and implemented it's COVID policy and risk mitigation policies for the continued safe operation in the current climate. These are written in conjunction with the Department for Education's and Health and Social Care's COVID policies.</p>
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The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Pre-School is run by a committee of volunteers, who are responsible for the finances and the overall management of the Pre-School, alongside the Manager. The committee is made up of a minimum of 3 officers; Chair, Secretary, Treasurer and a minimum of 2 other members. We hold regular meetings to make decisions about the current and future management of the setting. We hold a minimum of six meetings a year, including an AGM. At each committee meeting the Treasurer presents an up to date statement of accounts. All decisions made by the committee will be made in view of the financial situation and required reserves. The committee follows the constitution outlined by the Pre-School Learning Alliance for an Unincorporated Charity.
Relationship with any related parties	Para 1.51	N/A
Other		N/A

## Reference and Administrative details

Charity name	The Village Pre-School
Other name the charity uses	N/A
Registered charity number	1038317
Charity's principal address	Little Eaton Village Hall, St Peter's Park, Little Eaton, Derbyshire DE21 5EA

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Ben Smith	Chair		Committee
2	Carrie Miskowska	Treasurer		Committee
3	Sharon Self	Secretary and Manager		Committee
4	Abby Vaughan	Committee member		Committee
5	Abigail Jones	Committee member		Committee
6	Katie Warren	Committee member		Committee
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees - names of the directors at the date the report was approved

<b>Director name</b>		
N/A		

Name of trustees holding title to property belonging to the charity

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

N/A		

## Funds held as custodian trustees on behalf of others

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

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Payroll Advisor	Pam Gough	
Independent Examiner		

#### 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

N/A
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### Other optional information

A business plan for the year is produced annually, which coincides with the AGM. This takes place during April.  
At the AGM volunteers are invited to self-nominate for the committee and can then be elected from this stage to either act as either a trustee or office of the setting.

## Declarations

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

### Signed on behalf of the charity's trustees

**Signature(s)**

Abby Vaughan

**Full name(s)**

Abby Vaughan

**Position (eg  
Secretary, Chair, etc)**

Chair (as of 22/11/21)

**Date**

12/01/2022



## Receipts and payments accounts

<b>For the period from</b>	Period start date 4/1/2020	<b>To</b>	Period end date 3/31/2021
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### 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 £
<b>A1 Receipts</b>				
Funding	49,130	-	-	49,130
Fees	9,441	-	-	9,441
Fundraising	1,117	-	-	1,117
Grants	950	-	-	950
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>60,638</b>	<b>-</b>	<b>-</b>	<b>60,638</b>
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>60,638</b>	<b>-</b>	<b>-</b>	<b>60,638</b>
<b>A3 Payments</b>				
Salaries	52,929	-	-	52,929
Rent	1,520	-	-	1,520
Activities / Equipment	1,369	-	-	1,369
Insurance / Registration	761	-	-	761
Payroll Bureau Costs	-	-	-	-
Admin	17	-	-	17
Marketing	160	-	-	160
Fundraising Expenses	20	-	-	20
Training	-	-	-	-
<b>Sub total</b>	<b>56,776</b>	<b>-</b>	<b>-</b>	<b>56,776</b>
<b>A4 Asset and investment purchases, (see table)</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>56,776</b>	<b>-</b>	<b>-</b>	<b>56,776</b>
<b>Net of receipts/(payments)</b>	<b>3,862</b>	<b>-</b>	<b>-</b>	<b>3,862</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>26,815</b>	<b>2,000</b>	<b>-</b>	<b>28,815</b>
<b>Cash funds this year end</b>	<b>30,677</b>	<b>2,000</b>	<b>-</b>	<b>32,677</b>

# Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	Bank Balance	26,815	2,000
		-	-
		-	-
	<b>Total cash funds</b>	<b>26,815</b>	<b>2,000</b>
	(agree balances with receipts and payments account(s))	Agreement Error	OK

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

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

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

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

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

Signature	Print Name

**CC16a**



**Last year**

**to the nearest £**

44,553
17,932
2,902
-
-
-
-
-
65,387

-
-
-

65,387
--------

53,810
3,286
2,439
753
-
90
75
849
50
61,352

178
-

61,352
--------

4,035
-
24,780
28,815



**Endowment funds**

to nearest £

-
-
-
-

OK

**Endowment funds**

to nearest £

-
-
-
-
-
-

**Current value (optional)**

-
-
-
-
-

**Current value (optional)**

-
-
-
-
-
-
-
-
-

**When due (optional)**


**Date of approval**




Section A

Independent Examiner's Report

Report to the trustees/ members of

THE VILLAGE PRE SCHOOL

On accounts for the year ended

31st MARCH 2021

Charity no (if any)

1038317

Set out on pages

1 and 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

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:

Kmp

Date:

06/01/2022

Name:

KATE-A. GOURNE

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

ASSOCIATION OF ACCOUNTING TECHNICIANS

Address:

51 HENHURST HILL

GURTON UPON TRENT

DE13 9TB

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.**

A large empty rectangular box for providing details of items to be disclosed.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

The Village Pre School

1038317

## Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/2020	To	Period end date 31/03/2021
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### 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>					
Funding	49,130	-	-	49,130	44,553
Fees	9,441	-	-	9,441	17,932
Fundraising	1,117	-	-	1,117	2,902
Grants	950	-	-	950	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>60,638</b>	<b>-</b>	<b>-</b>	<b>60,638</b>	<b>65,387</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>60,638</b>	<b>-</b>	<b>-</b>	<b>60,638</b>	<b>65,387</b>
<b>A3 Payments</b>					
Salaries	52,929	-	-	52,929	53,810
Rent	1,520	-	-	1,520	3,286
Activities / Equipment	1,369	-	-	1,369	2,439
Insurance / Registration	761	-	-	761	753
Payroll Bureau Costs	-	-	-	-	-
Admin	17	-	-	17	90
Marketing	160	-	-	160	75
Fundraising Expenses	20	-	-	20	849
Training	-	-	-	-	50
<b>Sub total</b>	<b>56,776</b>	<b>-</b>	<b>-</b>	<b>56,776</b>	<b>61,352</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	178
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>56,776</b>	<b>-</b>	<b>-</b>	<b>56,776</b>	<b>61,352</b>
<b>Net of receipts/(payments)</b>	<b>3,862</b>	<b>-</b>	<b>-</b>	<b>3,862</b>	<b>4,035</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>26,815</b>	<b>2,000</b>	<b>-</b>	<b>28,815</b>	<b>24,780</b>
<b>Cash funds this year end</b>	<b>30,677</b>	<b>2,000</b>	<b>-</b>	<b>32,677</b>	<b>28,815</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>	Bank Balance	26,815	2,000	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>26,815</b>	<b>2,000</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK

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

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

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

	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