



Trustees' Annual Report for the period

	Period start date			Period end date			
From	01	01	2021	To	31	12	2021

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Caddington Pre-School, The Bungalow
Caddington Village School
Five Oaks Caddington Bedfordshire
Postcode <input type="text" value="LU1 4JD"/>

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	Tessa Price	Chairperson		
2	Sarah Smith	Treasurer		
3	Ellen Rita Tims			
4	Nichola Summers	Manager		
5	Kim Carney	Deputy Manager		
6	Ilona Bishop			
7	Faye Rogan			
8	Catherine Mark			
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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <i>(eg. trust deed, constitution)</i>	Constitution
How the charity is constituted <i>(eg. trust, association, company)</i>	Unincorporated Trust
Trustee selection methods <i>(eg. appointed by, elected by)</i>	Appointed and reappointed annually 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.

Caddington Pre-School have policies and procedures in place from the Pre-School Learning Alliance which include a Safeguarding Children and Child Protection Policy, Employment Policy, Induction of Employees and Volunteers Policy, all backed by legal framework and further guidance. The policies are updated annually or when a change occurs such as change of staff member, updated guidance, change in law whichever occurs sooner

Safeguarding training, Food and Hygiene, Allergy Awareness and Paediatric First Aid training is provided for all staff upon appointment and renewed as required to keep up to date with new requirements. Online training is provided by Central Bedfordshire Council on The Academy website for professionals covering further areas of training. An induction is carried out for all staff, volunteers and trustees.

Disclosure and Barring Services are carried out prior to commencement of employment or trusteeship. Staff and volunteers sign up to the DBS update service and complete a Staff Disqualification Disclosure.

Section C Objectives and activities

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

Caddington Pre-School offer Nursery Education for children from the age of two until children are required to start school the year after they turn four years old.

Our object is to encourage the learning and development of children to meet their learning outcomes in preparation for school and life time goals. Between the age of 24 months and 36 months staff carry out a Two Year Progress Check on each child attending the pre-school. This is a statutory requirement.

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)

As an Ofsted registered setting Caddington Pre-School must meet the regulations stated in the 'Statutory Framework for The Early Years Foundation Stage' to ensure a well-balanced and nurturing learning environment for young children.

Since Caddington Pre-School has been sited on the grounds of Caddington Village School we support the families of children attending Caddington Village School Nursery with their needs for extended Nursery Education. Caddington Pe-School collect children from morning nursery at Caddington Village School, offering a lunch and afternoon session for these children requiring all day provision.

Caddington Pre-School has been adaptable in their provision to fit around the staggered start and finish times of Caddington Village School.

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

Almost all places at Caddington Pre-School have been secured by children this year. We have tried our best to meet the needs of families offering preferred sessions and being adaptable when their needs have altered.

Section E Financial review

Brief statement of the charity's policy on reserves

Five thousand pounds (£5,000) is held in a designated account as a reserve against possible future liabilities.

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.

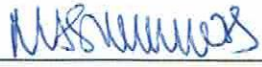

Caddington Pre-School's principal source of funds come from Nursery Education Funding for three- and four-year olds, Two Year Funding and fees.
 Nursery Educational Funding (Universal) – All three-and-four-year olds are entitled to fifteen hours funding per week for thirty-eight weeks of the year.
 Nursery Educational Funding (Extended) – Parents who meet the criteria can apply for an additional fifteen hours funding known as 'Extended' or '30 Hours' funding. Parents must renew their codes every three months to continue their eligibility.
 Two Year Funding – Some families are entitled to funding for their two-year olds if they meet the criteria. This entitlement is for the whole year irrespective of any changes in their circumstances.
 Fees are paid by parents of two year olds not entitled to funding or by parents of three-and-four-year olds who require hours over their entitlement.

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)	Nichola Summers	I. BISHOP

Position (eg Secretary, Chair, etc)	Manager	
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Date 16/05/2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

Caldington Pre-School

1043682

Receipts and payments accounts

CC16a

For the period
from

01/03/2021

To

31/12/2021

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 £
A1 Receipts					
Fees	28,304	-	-	28,304	17,717
Council 2/3 Yr Olds Funding	75,298	-	-	75,298	93,485
Grants	6,491	-	-	6,491	2,563
Donations	19	-	-	19	-
Fundraising	-	-	-	-	-
Uniform	172	-	-	172	72
Miscellaneous	6	-	-	6	-
Bank Interest	-	-	-	-	4
Sub total (Gross income for AR)	110,290	-	-	110,290	113,841
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	110,290	-	-	110,290	113,841
A3 Payments					
Salaries and Pensions	107,401	-	-	107,401	93,307
Expense Claims	1,971	-	-	1,971	1,746
General Expenses	3,176	-	-	3,176	5,614
Insurance	786	-	-	786	-
Rent	5,150	-	-	5,150	5,150
Professional Fees	2,033	-	-	2,033	1,604
Training/DBS Checks	-	-	-	-	530
Grant Money Spent	2,429	-	-	2,429	349
Miscellaneous	3,193	-	-	3,193	905
Sub total	126,139	-	-	126,139	109,205
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	126,139	-	-	126,139	109,205
Net of receipts/(payments)	- 15,849	-	-	- 15,849	4,636
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	43,980	-	-	43,980	39,344
Cash funds this year end	28,131	-	-	28,131	43,980

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 £
B1 Cash funds	Community Account	23,020	-	-
	Community Account	82	-	-
	Business Premium Account	5,029	-	-
	Total cash funds	28,131	-	-

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

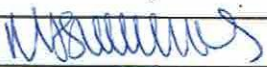

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	N/A SUMMERS	20/5/2022
	L. BUSHOP	20/05/22

Independent Examiner's Report to the Trustees of Caddington Pre-School

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 December 2021.

Responsibilities and basis of report

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 charity'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

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.

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.



Suzanne Spicer FCA

20th May 2022

Staple House
5 Eleanor's Cross
Dunstable LU6 1SU