



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **01/04/2021** Period start date To **31/03/2022**  
Period end date

Charity name: **Westcott Tots**

Charity registration number: **1015444**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To provide a nursery setting for the local community and beyond.</b>
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	<b>To the enhance the development and education of each child attending. This is done though play. Activities include but not limited to story time, painting and crafting, small world and outdoor provisions. Reading and writing is practiced as is letter recognition.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>All trustees have been briefed and meet regularly to discuss their responsibilities as trustees as to the public benefit of the charity.</b>

## 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	
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.	Para 1.20	<b>We have seen another 19 children graduate nursery into foundation one and we have been able to support SEND children with a successful transition. We have successfully achieved an OUTSTANDING result from our recent OFSTED Inspection and have been able to increase our nursery hours from mornings only now to full days. (8.30am - 3.30pm) This has opened more opportunities for working families to be able to have their children cared for in afternoons also. We have also taken on an apprentice practitioner.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	<b>We have done bake sales and sponsored events for the children to take part in to help raised much needed funds to renew the books in the reading area and resources needed.</b>
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	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>We have reserves which will be kept for emergency repairs of the building and any emergency repairs on the contents e.g. boiler, bathrooms etc</b>
Amount of reserves held	Para 1.22	<b>£17332.59</b>
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	
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	<b>Pre-School Learning Alliance Pre-School Constitution 1999</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Unincorporated Charity (Membership)</b>
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	<b>Advertise for positions available, invite them to respond with their interest, invite to a trustees meeting, vote and appoint trustees onto the board. Anyone with a specific interest in a role will then be considered, voted and appointed.</b>

### 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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Westcott Tots
Other name the charity uses	
Registered charity number	1015444

Charity's principal address	Westcott Street Hull East Yorkshire HU12 8EF

## 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	Hollie Elise Mayfield		23.03.2022 - Current	
2	Stacie Marie Moxon		10.05.2022 - Current	
3	Carly Alice Cook		23.03.2022 - Current	
4	Rebecca Victoria Sellers		23.03.2022 - Current	
5	Rachel Power		04.09.2017 - Current	
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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

#### 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)

H.E.Mayfield

**S.Moxon**

Full name(s)

Hollie Elise Mayfield

Stacie Marie Moxon

Position (eg  
Secretary, Chair, etc)

Chair

Secretary

Date

31.01.2023



Westcott Tots  
Income and Expenditure Account  
For the year ended 31/3/22

**Income**

Funding and Fees	£30,728.72
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<b>Total Income</b>	<b>£30,728.72</b>
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**Expenditure**

Wages & NIC	£43,062.52
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Payroll preparation costs	£375.20
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Rent	£750.00
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Rates	£82.33
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Telephone	£399.53
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Waste Removal	£386.47
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Insurance (PLA)	£605.86
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Training	£660.00
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Building Maintenance	£880.00
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ICO/GDPR	£40.00
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Security System	£1119.60
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Supplies	£385.59
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Electric (WP Sub Meter)	£693.98
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OFSTED	£50.00
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School & Sportswear	£541.68
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Gardener	£400.00
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Humberside Fire & Rescue	£58.48
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Sundries	£19.84
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<b>Total Expenditure</b>	<b>£50,511.08</b>
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Excess or Income over expenditure	-£19782.36
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**Balance sheet as at 31/3/22**

**Assets**

Cash at Bank	£20,196.07
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Petty cash	£100.00
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<b>Total Assets</b>	<b>£20296.07</b>
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**Capital & Reserves**

Balance b/fwd	£40,272.89
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Excess in current year	£20,196.07
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<b>Reserves c/fwd</b>	<b>£20,196.07</b>
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## Section A

## Independent Examiner's Report

**Report to the  
trustees/ members  
of**

Charity Name  
Westcott Tots

**On accounts for the  
year ended**

2022

**Charity  
no (if  
any)**

1015444

**Set out on pages**

1+2

(remember to include the page numbers of additional sheets)

**Responsibilities and  
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2022**.

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 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**

I have completed my 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:**

**Date:**

31/01/2023

**Name:**

Annette Wilkinson

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

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**Address:**

42 Frome Road

Hull

HU8 9QG

<b>Section B</b>	<b>Disclosure</b>
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Only complete if the examiner needs to highlight material 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.**