



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	1	Sept	2019		31	August	2020

### Section A Reference and administration details

Charity name HYDE HEATH PRE-SCHOOL

Other names charity is known by

Registered charity number (if any) 1020591

Charity's principal address HYDE HEATH PRE-SCHOOL, HYDE HEATH INFANT SCHOOL  
WEEDON HILL, HYDE HEATH  
AMERSHAM  
Postcode HP6 5RW

#### 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	Carrie Swallow	Chair		
2	Alan Hennessy	Treasurer		
3	Helen O'Neill	Secretary		
4	Kirsty Beale			
5	Maria Edwards			
6	Liz Smith			
7	Rachel Rolfe			
8				
9				
10				
11				
12				
13				
14				
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  
(eg. trust deed, constitution)

Constitution

How the charity is constituted  
(eg. trust, association, company)

By way of Association

Trustee selection methods  
(eg. appointed by, elected by)

Annual election by members

**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.

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**Section C Objectives and activities****Summary of the objects of the charity set out in its governing document**

The Charity's objects are:

To provide and enhance the development and education of children under statutory school age in a safe, secure and stimulating environment which ensures equality of opportunity for all children and their families.  
To encourage the professional development and education of those providing the childcare and recreation, and maintaining links with the community



**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)**

The main objectives of the Charity are provision of educational facilities for children aged 2 to rising 5 years old. It is the Charity's aim to include children from the surrounding communities and to provide up to 30 hours per week of pre-school education. The Charity also takes all reasonable steps to promote special facilities available for certain 2 year old children.

The Charity encourages the professional development and education of those providing childcare and recreation by providing training opportunities for staff as part of a continual professional development programme and improvement plan. Providing opportunities for members of the local community to become involved in volunteering in the pre-school setting, to begin or enhance their professional development in childcare.

**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**

The focus at the beginning of the year was to increase numbers and increase fundraising, however this soon changed in March of 2020.

Due to the pandemic fundraising had all but vanished due to lockdown and attendance at the school was low. This along with closure of the school lead to the focus on changing to ways of keeping the school going through lockdown.

With the help of the local authority and funding being received, the school did not have to furlough staff and the staff numbers remained the same through the year.

A Voluntary contribution of £20 per term per child is asked of parents. Those who feel they can't contribute funds often help with the provision of resources.

Staff benefited from training courses in Safeguarding, behaviour, maths, food hygiene and SEN (Autism).

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The charity's policy is to maintain the equivalent of 4 months operating reserves – approximately £24,000.

Cash balances have remained above this amount.

### 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.

Principal funding comes from Buckinghamshire County Council, but fundraising is still important as unpredictable numbers mean we cannot rely on state funding to cover annual operating costs.

This year saw a profit of £3,817 once the sale of the shares are deducted. This is higher from previous years due to the deferred rent payments of c.£2,900 which was paid after the year end. Taking these into account a profit of £917 will have been made for the year.

Investments in shares was sold this year as can be seen from the accounts and we continue to hold a balance in the Virgin Money Savings account.

## 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)	Alan Hennessy	
Full name(s)	Alan Hennessy	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	22 / 6 / 2021.	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Hyde Heath Pre-school

1020591

## Receipts and payments accounts

CC16a

For the period  
from

1st Sept 2019

To

31st August 2020

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Fee income	71,374	-	-	71,374	65,743
Interest Earned	89	-	-	89	81
Donations and other	6,656	-	-	6,656	9,865
Sale of Shares	23,717	-	-	23,717	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	<b>101,836</b>	<b>-</b>	<b>-</b>	<b>101,836</b>	<b>75,689</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>101,836</b>	<b>-</b>	<b>-</b>	<b>101,836</b>	<b>75,689</b>
<b>A3 Payments</b>					
Staff costs	64,338	-	-	64,338	58,239
Computer costs	370	-	-	370	883
Telephone & internet	957	-	-	957	745
Course fees and training	298	-	-	298	203
Rent & insurance	5,043	-	-	5,043	6,820
Learning resources	326	-	-	326	4,212
Uniform	149	-	-	149	290
Toddler Group	176	-	-	176	776
Advertising	-	-	-	-	-
Sundries, archives & data protection	2,509	-	-	2,509	1,740
Snacks & small resources	136	-	-	136	773
<b>Sub total</b>	<b>74,302</b>	<b>-</b>	<b>-</b>	<b>74,302</b>	<b>74,681</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>74,302</b>	<b>-</b>	<b>-</b>	<b>74,302</b>	<b>74,681</b>
<b>Net of receipts/(payments)</b>	<b>27,534</b>	<b>-</b>	<b>-</b>	<b>27,534</b>	<b>1,008</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>28,205</b>	<b>-</b>	<b>-</b>	<b>28,205</b>	<b>27,197</b>
<b>Cash funds this year end</b>	<b>55,739</b>	<b>-</b>	<b>-</b>	<b>55,739</b>	<b>28,205</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 £
B1 Cash funds	HSBC	43,808	-	-
	Virgin Money	11,931	-	-
		-	-	-
	<b>Total cash funds</b>	<b>55,739</b>	<b>-</b>	<b>-</b>
	(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





CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

HYDE HEATH PRE-SCHOOL

On accounts for the year  
ended

31 AUGUST 2020

Charity no  
(if any)

1020591

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31.08.2020

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:

H. D. Baker

Date:

27 MAY 2021

Name:

HERBERT DANIEL BAKER

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

F.C.A - INSTITUTE OF CHARTERED ACCOUNTANTS

F.ii.A - INSTITUTE OF INTERNAL AUDITORS

Address:

17 WALNUT WAY

HYDE HEATH. AMERSHAM

BUCKS. HP6 5SB

**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.

NONE