



Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	09	2020	To	31	08	2021

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

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	Tamsin Cormack	Chair		
2	Rachel Lines	Secretary		
3	Pippa Walden Jones			
4	Joanna Clough			
5	Monika Purcel			
6	Sarah Hames			
7	Trish Walker	Treasurer		
8	Jannine Simmonds			
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 (eg. trust deed, constitution)	Constitution adopted 20 May 1992 as amended 19 September 2007 and 27 November 2008
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by existing trustees

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

To enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

- (A) Offering appropriate play, education and care facilities, family learning and extended hours groups, 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;

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)

- (B) Encouraging the study of the needs of such children and their families and promoting public interest and recognition of such needs in the local areas;
- (C) Instigating and adhering to and furthering the aims and objectives of the pre-school learning alliance.

Harting pre-school actively encourages children from all sections of the community. Established in 1983, we are a not-for-profit charity, run by a committee of parents who are passionate about pre-school education and insist upon the best resources. Our team of qualified staff is dedicated to providing a happy learning experience in accordance with the early years foundation stage of learning.

Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

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

HARTING VILLAGE PRESCHOOL GROUP**Chair's Report 2020 – 2021****Tamsin Cormack – Chair of the Preschool Committee****20th July 2021**

The last academic year has been another difficult one to negotiate, with the majority of the year being spent in some form of lockdown due to the continuing prevalence of Covid-19. As an Early Years Setting, the expectation was for us to remain open throughout and that has been both rewarding and challenging. The number of children attending over the last year has risen steadily (we began the year with 17 children on roll, and ended this term with 26). We have also found the number of days children have attended across the week has increased – this is a direct result of the second period of home schooling with younger siblings being harder to entertain at home, coupled with the expectation for the nation to work from home. Unfortunately, as many of these children were rising 5s it has resulted in only a small amount of increased revenue. This is due to the disparity between government funding for these hours and the actual cost to the preschool of these children attending.

Leanne and her team have continued to run the setting with energy and enthusiasm even with new systems and protocols in place. They spent last summer preparing - writing a detailed risk assessment and setting up systems for ensuring toys, resources, the hall and its furniture were cleaned regularly and thoroughly. The whole routine of the day had to be rejigged to allow time for this.

I would like to thank staff for their positivity towards keeping the preschool open. At a time when the majority of the country was being told to 'Stay Home and Save Lives', our preschool staff were being told by the government to 'get on with it'. The positive attitude of staff members and their willingness to adapt their practice and the set up was incredible and I am so grateful to the four of them.

I would also like to take this opportunity to thank the Village Hall Committee for the last two years of support, especially during the initial 2020 summer lockdown. We had so few children attending and we were given a rent reduction and allowed to use the smaller space in the hall. We lost a considerable amount of money last academic year and would have been in a very difficult situation had there not been this flexibility on our overheads. We are very grateful for this as at this time we had both key worker children and extremely vulnerable children attending; we had put two members of staff on furlough and were closed to the majority of children resulting in a loss of income.

The committee have not been able to run fundraising events as we have in the past, which again has affected our income. The loss of the Festivities stall for the last two years has meant that a huge chunk of money we expect to raise annually wasn't there. We tried to think creatively and within restrictions and ran a very successful, socially distanced Christmas event. We organised a raffle with prizes donated by many local businesses and individuals. We also had some stalls open after school in the week leading up to the end of term and as a result raised just over £1,000 – a staggering amount.

I would like to thank staff, the members of the committee and the local

community for supporting us so generously in this event. We have also held some smaller events over the summer term as restrictions have started lifting – selling ice lollies after school on sunny days, a sponsored 'Toddle Waddle' up on Harting Down as well as selling tea towels with children's pictures on.

This academic year has again brought with it unforeseen challenges, but the staff, committee and children have risen to the challenge. We have continued with the measures to ensure social distancing at drop off and collection; we have continued to ensure rigorous hygiene measures are in place and we have organised events to raise money within the guidance given to us from the government. The children have been incredible – their resilience, their enjoyment, enthusiasm and positivity has been inspiring for us all. When our oldest children had their graduation last Monday it was very emotional – for the parents and carers as well as for the children. They have formed a very tight knit group and developed such strong relationships with the staff at the preschool. The parents are also extremely grateful that the setting was able to remain open at a time when everything else was closed down. The members of staff have cared for the children like their own and been a constant in a very unsettling time.

What we have learnt over the last two years is that Harting Preschool is part of an incredible community; it has a fantastic staff team and wonderfully supportive families. We look forward to the future and know that we can deal with whatever lies ahead.

Harting Toddler Group

Over the last term, Leanne and her team have set up and run the Harting Toddler Group. This had stopped due to a lack of volunteers, but is now up and running again. The team have worked hard to gain interest on social media and in the local community. At the start, the government limited numbers at baby groups to 15 and the group was full every week – often with a waiting list!

Since restrictions have lifted, the group has continued to be busy, with an average of 14 families attending each week. The feedback so far has been incredibly positive and so the group will continue in September. One of the positive results of this group is that two families have signed their toddlers up for at least two sessions a week at preschool this term, with another two families hoping to send their children in September.

Treasurer's report to Harting Pre-School AGM – December 2021

The cash summary of the accounts for the period 1 September 2020 to 31 August 2021 is attached for your perusal. These figures are correct and reconciled to the bank account. There were no invoices outstanding in respect of fee payments or expenses. I have provided a comparison to the last year figures as it helps to understand the impact of the Covid-19 over the last two years, and to show the recovery which is happening.

The balance for the year has increased by £5,113. This is extremely good given part of the financial period was affected by Covid restrictions and there was a tendency, understandably, for new children to start a little later in the academic year once restrictions had been lifted.

So, although the fee income is higher this year (due to closures in the previous year), I would have expected them in 'normal' times to be even higher.

It is also important to note that there are two insurance payments (ie. 2x £800) included in these accounts as the 2019/20 payment was paid later than normal.

There were also purchases of new mini ipads and hand washing stations in this year amounting to about £1,100. These are included within Stationery, printing & postage; and Repairs & maintenance respectively.

Taking this into account, the surplus of income over expenditure of £5,113 is extremely good.

The closing current account balance at 31 August 2021 is £24,122 with a further £20,664 held in the deposit account.

Looking Forward

The numbers of children attending pre-school are good, and we anticipate this trend will continue. Obviously, any further closure due to the Covid-19 would impact heavily on the finances, but we have to hope this won't happen.

Our current bank balance at 6 December 2021 stands at £16,050, and we are expecting a large receipt in respect of WSCC vouchers in the next couple of days, in the region of £8,000 or more. I therefore anticipate the balance at 31 December to be back in excess of £20k once salaries have been paid.

There is an outstanding debtor, for an amount of £882, owed to the pre-school by a parent who's child is no longer at pre-school. The situation is difficult and it is very unlikely that payments will be forthcoming. The committee will need to consider whether any action should be taken to recover these fees.

I would like to say how much I appreciate the help from Leanne who is very organised and feeds me with all the information I need in a timely manner. I would also like to thank all the staff at pre-school, they are always welcoming and it is a pleasure to work with them.

Many thanks

Trish Walker, Treasurer

Section E Financial review

Brief statement of the charity's policy on reserves

To hold at least one year's expenditure after allowing for West Sussex County Council grants.

Details of any funds materially in deficit

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

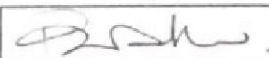
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

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)	PATRICIA WALKER	
Position (eg Secretary, Chair, etc)	TREASURER	
Date	14/7/2022	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Harting Village Pre School Group

1020938

Receipts and payments accounts

CC16a

For the period
from

01/09/2020

To


31/08/2021

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	31,380	-	-	31,380	17,326
West Sussex County Council	42,121	-	-	42,121	32,866
	-	-	-	-	-
Donations	2,610	-	-	2,610	1,135
	-	-	-	-	-
Government grant re JRS	1,343	-	-	1,343	3,870
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	77,454	-	-	77,454	55,197
A2 Asset and investment sales, (see table).					
Bank interest	2	-	-	2	10
	-	-	-	-	-
Sub total	2	-	-	2	10
Total receipts	77,456	-	-	77,456	55,207
A3 Payments					
Materials & other direct costs	3,198	-	-	3,198	1,115
Wages & salaries	55,858	-	-	55,858	50,610
Temporary staff	-	-	-	-	814
Staff expenses & welfare	827	-	-	827	741
Paint	7,378	-	-	7,378	5,554
Stationery, printing & postage	855	-	-	855	127
Insurance	1,694	-	-	1,694	859
Accountancy & bookkeeping	444	-	-	444	2,081
Repairs & maintenance	1,535	-	-	1,535	4,247
Advertising	79	-	-	79	199
Website	200	-	-	200	147
Sundry expenses	-	-	-	-	-
Licences	373	-	-	373	102
Professional fees	-	-	-	-	-
	-	-	-	-	-
Sub total	72,343	-	-	72,343	66,663
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	72,343	-	-	72,343	66,663
Net of receipts/(payments)	5,113	-	-	5,113	11,456
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	39,673	-	-	39,673	51,128
Cash funds this year end	44,786	-	-	44,786	39,673

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	<table border="1"> <tr> <td>Current account</td> <td>24,122</td> <td>-</td> <td>-</td> </tr> <tr> <td>deposit account</td> <td>20,664</td> <td>-</td> <td>-</td> </tr> <tr> <td>Petty cash</td> <td></td> <td>-</td> <td>-</td> </tr> <tr> <td>Total cash funds</td> <td>44,786</td> <td>-</td> <td>-</td> </tr> </table> <p>(agree balances with receipts and payments account(s))</p>	Current account	24,122	-	-	deposit account	20,664	-	-	Petty cash		-	-	Total cash funds	44,786	-	-	OK	OK	OK
Current account	24,122	-	-																	
deposit account	20,664	-	-																	
Petty cash		-	-																	
Total cash funds	44,786	-	-																	
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £																
B2 Other monetary assets		-	-	-																
		-	-	-																
		-	-	-																
		-	-	-																
		-	-	-																
		-	-	-																
		-	-	-																
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 asset belongs	Cost (optional)	Current value (optional)																
			-	-																
			-	-																
			-	-																
			-	-																
			-	-																
			-	-																
			-	-																
			-	-																
			-	-																
			-	-																
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)																
			-																	
			-																	
			-																	
			-																	
			-																	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
		PATRICIA WALKER	11/7/2022



Section A

Independent Examiner's Report

Report to the trustees/ members of	Harting Village Pre School		
On accounts for the year ended	31 August 2021	Charity no (if any)	1020939
Set out on pages	CC16a 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 August 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 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.

Signed:

Date:

15/7/2022

Name:

Paul New

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

ACCA (membership number 0384551)

Address:

24 Park Road South, Havant, Hants PO9 1HB

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 brief details of any items that the examiner wishes to disclose.