



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	COVE PAVILION PRE-SCHOOL		
Other names charity is known by	COVE PAVILION PLAYGROUP		
Registered charity number (if any)	1023261		
Charity's principal address	Cove Green, Prospect Road		
	Farnborough		
	Hampshire		
Postcode	GU14 0DX		

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	Nicola Silvester	Chairperson	15/10/19 to present	
2	Charlotte Henderson	Secretary	15/10/19 to present	
3	Alyson Theis	Treasurer	15/10/19 to present	
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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 (Pre-School Learning Alliance Constitution)
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Voted for by parents attending the Annual General Meeting

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 under statutory school age in a parent involving community based group. A curriculum is provided to enable the children to reach their full potential.

Our main aim is to provide childcare and education to children aged from 2 years 6 months to 5 years. A curriculum is tailored by highly qualified staff to meet the needs of every individual child.

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)

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 preschool was open 5 days a week during term time from 8 to 3.30pm. We provided a safe, secure and stimulating environment enhancing the development and education of children in a parent-involving community group working towards the principles of the Early Years Foundation Stage. Individual care and attention is made possible by a high ratio of adults to children and the support of a personal keyperson.

Section E

Financial review

Brief statement of the charity's policy on reserves

We have reserves to cover three months of expenditure including staffing costs, rent and daily running costs and redundancy costs in the event of the closure of the preschool.

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.

Our main source of income is provided by the Local Education Authority for eligible children. We also receive income from fees paid by parents of children who are not yet eligible or for those attending more than their eligible hours.

Other income is received from fundraising and donations from the local business community. The amount raised from fundraising was reduced to Covid-19 restrictions.

Section F


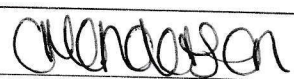
Other optional information

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)	Nicola Silvester	Charlotte Henderson
Position (eg Secretary, Chair, etc)	Chairperson	Secretary
Date	17/11/21	

COVE PAVILION PRE-SCHOOL ACCOUNTS

Receipts and Payments Accounts for year ending 31st August 2021

<u>Receipts</u>	2020 to 2021	2019 to 2020
Fees	£33,619.78	£24,770.94
Activity Contributions	£1,160.00	£1,000.00
Grants (1)	£120,257.50	£139,505.60
Advance on Grant	£0.00	£9,062.78
Milk Grant	£20.90	£98.90
Holiday Scheme	£0.00	£0.00
Fundraising	£3,355.48	£3,512.89
Uniform	£220.00	£440.00
Bank Interest / Credits	£5.79	£202.53
Software	£88.80	£86.40
Staff Training	£0.00	£1,770.00
Refunds	£899.34	£0.00

TOTAL RECEIPTS	£159,627.59	£180,450.04
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Payments

Wages	£97,559.74	£106,017.87
Professional Fees	£586.93	£392.98
Tax / NI	£15,331.73	£20,633.77
Rent	£12,921.50	£5,380.00
Insurance / Memberships	£1,181.43	£1,119.00
Telephone	£1,737.75	£580.92
Fundraising	£3,263.62	£2,547.61
Staff Costs	£1,295.89	£1,291.70
Bank Charges	£32.00	£32.00
School Activities	£0.00	£0.00
Stationary & Educational Supplies	£3,739.01	£3,139.53
Sundries (Petty Cash)	£773.10	£753.04
Software	£993.04	£624.66
Printing	£0.00	£60.74
Staff Training	£135.00	£2,719.00
Household Supplies	£791.10	£1,093.34
Equipment	£287.04	£694.70
Pensions	£7,956.51	£8,099.07
Refunds	£0.00	£1,327.50
Govt Food Vouchers	£318.00	

TOTAL PAYMENTS	£148,903.39	£156,507.43
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Surplus / (Deficit) for the year	£10,724.20	£23,942.61
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Statement of Assets and Liabilities as at 31st August 2020

Fixed Assets	£0.00	£0.00
Current Assets		
HSBC Current Account	£71,663.78	£61,102.28
HSBC Deposit Account	£27,474.60	£27,471.86
Savings Account	£30,595.72	£30,592.67
Petty Cash	£239.15	£82.24
Total Current Assets	<u>£129,973.25</u>	<u>£119,249.05</u>
Less:		
Current Liabilities	£0.00	£0.00
Net Current Assets	£129,973.25	£119,249.05
Balance B/F 01/08/19	£119,249.05	
Surplus / Deficit for the year	£10,724.20	
	£129,973.25	
Income Less Expenditure	£10,724.20	
Add Prepayments 2019-20	£9,062.78	
Add Debtors	£0.00	
Less Creditors	£0.00	
Less Prepayments 2020-21	£0.00	
Surplus of Income over Expenditure	<u>£19,786.98</u>	

(1) Includes £318 for Food Voucher Scheme & £110 grant to help with additional cleaning costs due to Covid-19

Accounts Prepared by

Justine Wells

25/09/2021

Justine Wells

Approved by

A. Coote

30/11/2021



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

COVE PAVILION PRE-SCHOOL

On accounts for the year
ended

31/08/2021

Charity no
(if any)

1023261

Set out on pages

(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 31/08/2021.

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:

A. Coote

Date:

30/11/2021

Name:

Mrs Anna Coote

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

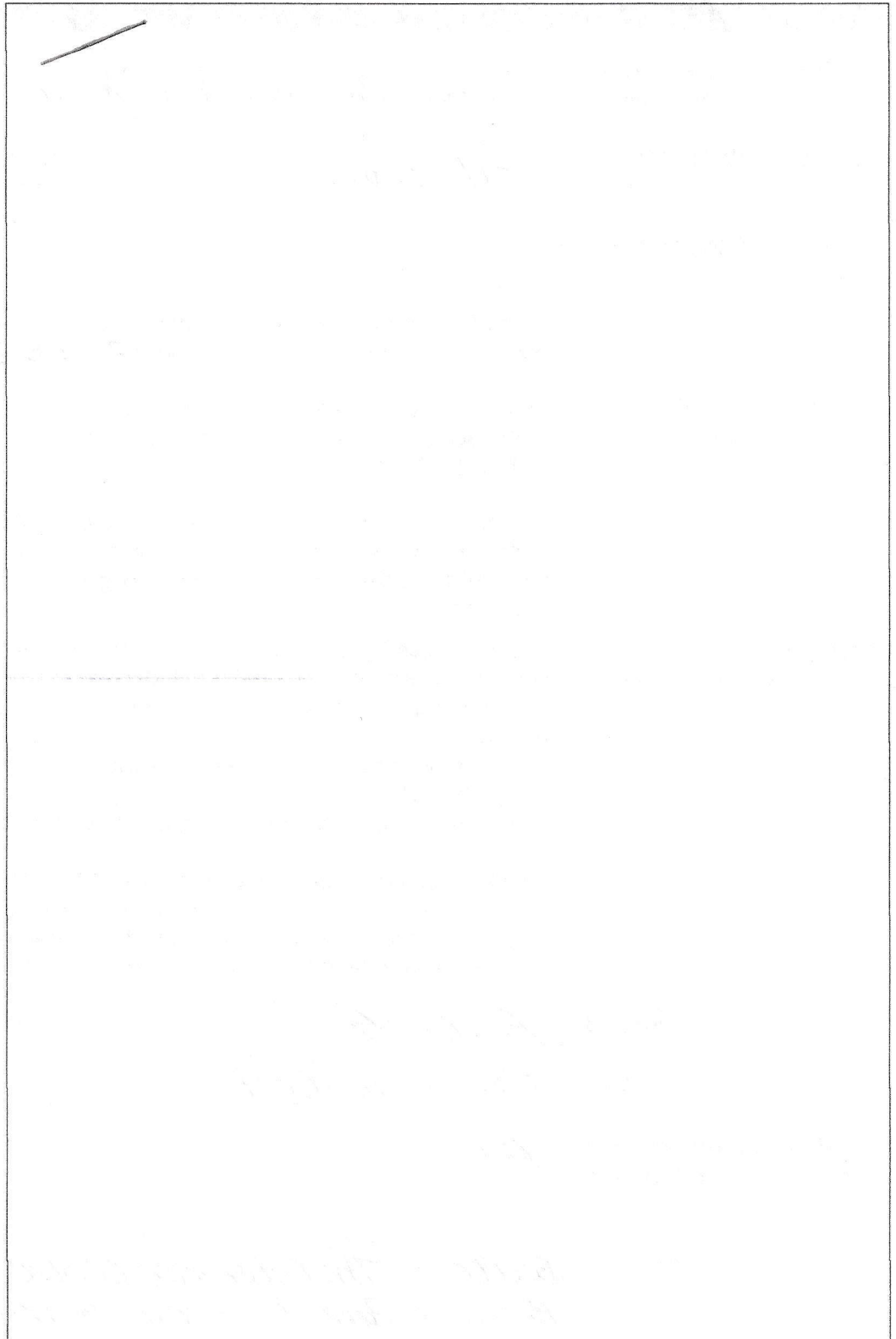
AAT

Address:

Suite 15, The Enterprise Centre, Coxbridge
Business Park, Farnham, Surrey, GU10 5EH

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 with a thin black border, intended for the examiner to provide details of any items they wish to disclose. There is a small, faint diagonal line in the top-left corner of the box.