



Trustees' Annual Report for the period

		Period start date			Period end date		
		Day 01	Month 04	Year 2021	Day 31	Month 03	Year 2022

From

To

Section A

Reference and administration details

Charity name

Clapham Preschool (Bedford)

Other names charity is known by

Registered charity number (if any)

1023729

Charity's principal address

King George V1 playing field

High Street

Clapham , Bedfordshire

Postcode

MK41 6BP

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	Joan Cantwell			
2	Derek Wright			
3	Jane Walker			
4				
5				
6				
7				
8				
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 from the Preschool Learning Alliance Model Preschool Constitution 2011
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Trustees are elected or re-elected at the Annual General Meeting; They may be co-opted and join at the invitation of the trustees and then may stand for election or retire at the next 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.

Policies & Procedures Adopted for Induction of Trustees

DBS checks are undertaken prior to trustees taking up post.

Organisation Structure

The organisation consists of a management committee with three officers holding posts of Chair, Secretary and Treasurer and ordinary members. The preschool itself has a manager, deputy manager and administration manager to run the preschool on a day to day basis.

Relationship with any Related Parties

There are no Related Party relationships.

Trustees Consideration of Major Risk & Process of Management

The Trustees and managers continually monitor changes in Government legislations and recommendations in both funding of childcare as well as the practice of the providing of childcare. At this time there is deemed to be no major risks

Section C Objectives and activities

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

To provide preschool education in a safe, warm and friendly setting for children to develop and grow as an individual within a happy, positive and stimulating atmosphere.

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)

In the undertaking of all our activities in the preschool, the guidance issued by the Charity Commission on public benefit is taken into account

The preschool provides early years care and education for a maximum of 59 children per session, from 2 years to 5 years from the local area.

We provide high quality care and education for children below statutory school age. We work in partnership with parents to help children learn and develop; add to the life and well-being of our local community and offer children and their parents a positive and supportive environment in which we promote equality and value diversity.

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

Numbers are steady, across all rooms with all ages enjoying their preschool experience

We have been able to offer every family that has enquired a place for their child. We do not have a waiting list and all children from the village and surrounding areas are able to attend the preschool with a flexible choice of sessions – in line with the needs of the parent.

With COVID still very much around and families and staff still very wary we continue to follow our COVID guidelines and limiting the amount of people coming into the building. Parents dropping off at the door and not entering the lobby has been met with mixed feelings but most understand why we still maintain this level of caution.

We remain very busy with many parents wanting a place with us. The usual lull in numbers in the Autumn term did not really happen, parents wanted their children to be in a preschool so we have been busy. The one thing that has increased is Speech & Language referrals and children needing support. With children being home more, when they came to us the speech, communication & behaviour is where we saw a need. Greater staff training in promoting speech and encouraging better communication. Children needing 1:1 staff/child ratio increased – they were finding it difficult to get places due to staff shortages in other settings but we never turned anyone away. We would accept them and support them and get them ready for starting school.

By the time the Spring term was with us we started to allow some professionals to visit to support the children we had attending. Health checks needed doing, developmental checks were behind so slowly we started to get things closer to where we were before it was all closed. Most meetings still happened over Teams or Zoom but we were able to have some people in to support us and the children we cared for.

End of the scholastic year and we still could not allow many people in – this meant things like End of year trips & photos could not happen. We tried to think of ways around this so we could offer then children here a memorable 'End of Year' memento they could look back on. The skills of the admin team that brought together a photo of all the leavers. Not quite like the professional ones previously taken but parents were very appreciative.

Section E Financial review

Brief statement of the charity's policy on reserves

We currently hold reserves for the purpose of the maintenance & servicing of the building, our fundraising events are raising money for improving the garden area, following the extension.

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)

Position (eg Secretary, Chair, etc)

Date

31/10/22



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Clapham Preschool (Bedford)

No (if any)
1023729

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/04/2021

To

Period end date
31/03/2022

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 £
A1 Receipts					
Fees	41,588	-	-	41,588	29,635
Funding	180,766	21,138	-	201,904	182,921
Voluntary and fund raising	2,972	-	-	2,972	1,159
Grants received	-	-	-	-	2,075
Interest	-	-	-	-	-
Other	978	-	-	978	1,620
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	226,304	21,138	-	247,442	217,410
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	226,304	21,138	-	247,442	217,410
A3 Payments					
Staff costs	155,098	21,138	-	176,236	166,519
Premises costs and repairs	19,503	-	-	19,503	14,061
Equipment costs	4,254	-	-	4,254	372
Items for resale	3,214	-	-	3,214	2,098
Hot meals provision	7,714	-	-	7,714	3,110
Office and administration costs	8,169	-	-	8,169	9,939
Pre-school expenses	2,364	-	-	2,364	1,361
Professional fees	4,604	-	-	4,604	4,047
Other costs	3,737	-	-	3,737	1,642
Sub total	208,657	21,138	-	229,795	203,149
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	208,657	21,138	-	229,795	203,149
Net of receipts/(payments)	17,647	-	-	17,647	14,261
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	47,029	-	-	47,029	32,768
Cash funds this year end	64,676	-	-	64,676	47,029

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	Current account	38,997	-	-
	Savings account	25,315	-	-
	Cash	364	-	-
	Total cash funds	64,676	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets			Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
	Freehold Property		151,044	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		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
	J Cantwell	JOAN CANTWELL	5-12-22



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Clapham Pre-School (Bedford)

**On accounts for the year
ended**

31st March 2022

**Charity no
(if any)**

1023729

Set out on pages

1 to 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 **DD / MM / YYYY**.

**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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

30/1/2023

Name:

Garner Associates LLP

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

Association of Chartered Certified Accountants

Address:

Northwood House

138 Bromham Road

Bedford, Beds, MK40 2QW

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.