

**HORAM COMMUNITY PRE-SCHOOL
TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 JULY 2020**

Charity Registration No. 1028918

HORAM COMMUNITY PRE-SCHOOL

Financial Statements

for the year ended 31 July 2020

Legal and Administrative Information

Trustees:

Mrs C Chester
Ms R Macklen
Ms G Young
Mr J Richardson

Secretary:

Ms G Young

Charity Number:

1028918

Principal address:

Horam Village Hall
Horam
East Sussex
TN21 0JE

Independent examiner:

Julie Manktelow FCCA
River Mead Nursery
Foords Lane
Vines Cross
Horam
TN21 9HB

HORAM COMMUNITY PRE-SCHOOL

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HORAM COMMUNITY PRE-SCHOOL

Trustees' Report for the Year Ended 31 July 2020

The trustees present their report and accounts for the year ended 31 July 2020

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's [governing document], the Charities Act 2011 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Structure, governance and management

The trustees who served during the year were:

Mrs C Chester
Ms R Macklen
Ms G Young

The trustees who were appointed during the year were:

Mr J Richardson (April 2020)

The trustees are generally appointed at each Annual General Meeting in June each year. This applies to the main posts of Chair, Treasurer and Secretary. While further appointments may be made at the time, some also occur during the year depending on the intake of pupils and the availability of parents, whom form the bulk of the committee each year.

50% of the committee is made up from this resource of new or existing pupil's parents.

Additional members may be co-opted on for their unique skills in fundraising/other areas as required.

There are no related parties or associations that operate in conjunction with the pre-school either with or without any financial interest. The school is supported by local authority funding, funding from parents for additional sessions, fund raising to provide new equipment and maintain existing facilities and some donations.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Objectives and activities

The charity's objectives are:

"TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS".

This is being achieved.

The policies adopted in the furtherance of these objectives are: Children's rights and Entitlements, Valuing Diversity and Promoting Equality, Safeguarding Children and Child Protection, Special Educational Needs, Parental Involvement, Working in Partnership with other agencies.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and Performance and Financial Review

I am delighted to report that, once again, we have increased the level of our reserves to £59,086 up from £45,029 last financial year.

This has been achieved despite continuing investment being made into our staff team, training and development and additional equipment and resources being made available to our children within the setting, together with the challenges presented to us due to the COVID global pandemic. Strenuous efforts have been made to keep running costs as low as possible without detracting from the service provided.

From September 2019 to March 2020, we made a conscious effort to lower the extent of our fundraising activities to reduce the pressure placed on parents, the local community and local businesses to continually support our functions, and also as the size of the committee is greatly reduced.

Sadly at the end of March 2020 the country went into lockdown due to the coronavirus, which meant closing the pre-school to all those apart from key-worker children until September 2020. This provided financially very challenging for the management committee who had to make some difficult choices regarding furlough and wages.

We have continued to take full advantage of grant funding that may be available and in this respect we are appreciative of Horam Parish Council for their continued support.

The Management Committee is once again delighted to have achieved our goal of six months expenditure in reserves. We continue to be positive in our outlook for further investment in staffing and resources to enable the Pre-school further towards our ambition of an Outstanding Ofsted rating, whilst maintaining the Charities Commission guideline on the level of reserves held.

The coming financial year looks very positive in terms of children on the register and I am confident that our financial performance will be maintained for the coming year. However, the committee must be mindful that COVID will continue to have an effect on the setting for some months to come.

Horam Community Pre-School continues to maintain very positive relationships with our local primary school, Maynards Green, which has enabled the reputation of the Pre-School to flourish and prosper throughout the local villages and towns.

On behalf of the board of trustees

Ms R Macklen
Trustee

Dated 3rd February 2021

HORAM COMMUNITY PRE-SCHOOL

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HORAM COMMUNITY PRE-SCHOOL for the Year Ended 31 July 2020

I report on the accounts of the charity for the year ended 31 July 2020, which are set out on pages 4 to 8.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under the section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination include a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Julie Manktelow FCCA
River Mead Nursery
Foord Lane
Vines Cross
Horam
East Sussex
TN21 9HB

Dated 14th January 2021

HORAM COMMUNITY PRE-SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT for the Year Ended 31 July 2020

	Notes	Year Ended 31-Jul-20 £	Year Ended 31-Jul-19 £
Incoming resources from generated funds			
Donations and legacies	2	311	1,045
Investment Income	3	60	48
		<u>371</u>	<u>1,094</u>
Incoming resources from charitable activities	4	<u>68,347</u>	<u>57,882</u>
Total incoming resources		<u>68,718</u>	<u>58,976</u>
<u>Resources expended</u>			
Charitable activities			
Running Horam Community Pre-school		<u>54,536</u>	<u>51,464</u>
Governance Costs		<u>125</u>	<u>125</u>
Total resources expended		<u>54,661</u>	<u>51,589</u>
Net income for the year/ Net movement in the funds		14,057	7,387
Fund balances at 1 August 2018		<u>45,029</u>	<u>37,642</u>
Fund balances at 31 July 2019		<u><u>59,086</u></u>	<u><u>45,029</u></u>

HORAM COMMUNITY PRE-SCHOOL

Balance Sheet as at 31 July 2020

	Notes	2020		2019	
		£	£	£	£
Current Assets					
Debtors	9	67		751	
Cash at bank and in hand		<u>59,186</u>		<u>45,744</u>	
		59,253		46,495	
Creditors: amounts falling due within one year	10	<u>(167)</u>		<u>(1,466)</u>	
			59,086		45,029
Total assets less current liabilities			<u>59,086</u>		<u>45,029</u>
Income funds					
Unrestricted funds			<u>59,086</u>		<u>45,029</u>
			<u>59,086</u>		<u>45,029</u>
			(0)		

The accounts were approved by the trustees on 25th February 2021

Ms R Macklen
Trustee

Ms C Chester
Trustee

HORAM COMMUNITY PRE-SCHOOL

NOTES TO THE ACCOUNTS for the year ended 31 July 2020

1 Accounting policies

1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Charities Act 2011.

2 Donations and legacies

	2020 £	2019 £
Donations and gifts	<u>311</u>	<u>1,045</u>

3 Investment income

	2020 £	2019 £
Interest receivable	<u>60</u>	<u>48</u>

4 Incoming resources from charitable activities

	2020 £	2019 £
Session and registration fees	<u>68,347</u>	<u>57,882</u>

HORAM COMMUNITY PRE-SCHOOL

NOTES TO THE ACCOUNTS (continued) for the year ended 31 July 2020

5 Total resources expended

	Staff Costs £	Other Costs £	Total 2020 £	Total 2019 £
Charitable Activities				
<u>Running Horam Community Pre-School</u>				
Activities undertaken directly	46,304	8,232	54,536	51,464
Governance costs		125	125	125
Session and registration fees	46,304	8,357	54,661	51,589

6 Activities undertaken directly

	2020 £	2019 £
Other costs relating to running Horam Community Pre-school comprise:		
Rent	3,254	6,049
Equipment	1,927	1,750
Insurance	811	807
Other	957	971
Provision for bad debts	0	0
Staff training	378	268
Printing, postage, and stationery	463	847
Telephone	442	797
	<u>8,232</u>	<u>11,489</u>

7 Trustees

None of the trustees(or any person connected with them) receive any remuneration during the year.

HORAM COMMUNITY PRE-SCHOOL

NOTES TO THE ACCOUNTS (continued) for the year ended 31 July 2020

8 Employees

Number of Employees

	2020 Number	2019 Number
Employees	<u>7</u>	<u>7</u>

Employment Costs

	2020 £	2019 £
Wages and salaries	<u>46,304</u>	<u>39,975</u>

There were no employees whose annual remuneration was £60,000 or more.

9 Debtors

	2020 £	2019 £
Taxes and social security costs	0	0
Trade Debtors	<u>67</u>	<u>751</u>
	<u>67</u>	<u>751</u>

10 Creditors: amounts falling due within one year

	2020 £	2019 £
Bank overdrafts	0	0
Trade creditors		1246
Taxes and social security costs	42	95
Accruals	125	125
	<u>167</u>	<u>1,466</u>