

Trustees' Annual Report for the period

Period start date
 From 01 09 2019 To 31 08 2020

Section A Reference and administration details

Charity name Holybourne Village Pre-School

Other names charity is known by

Registered charity number (if any) 1029406

Charity's principal address Holybourne Village Hall, Church Lane

Holybourne

Alton, Hampshire

Postcode GU34 4HD

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	Amy Moon	Chair/Treasurer	Treasurer from Oct 2019	
2	Sue Husbands	Manager		
3	Kate Gee			
4	Michelle Frisby	Treasurer	Left October 2019	
5	Victoria Murray	Secretary	Left October 2019	
6	Lucy Woodruff	Chair	Started/Chair from Oct 2019	
7	Laura Edwards		Started October 2019	
8	Polly Ross		Left October 2019	
9	Lucy Hunter	Vice Chair	Left November 2019	
10	Christelle Smith-Rogers			
11	Danielle Murrell	Secretary	Secretary from Oct 2019	
12	Charlotte Thorne			
13	Laura Anderson		Started October 2019	
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 <small>(eg. trust deed, constitution)</small>	Pre-School Learning Alliance Constitution, Adopted 2009.
How the charity is constituted <small>(eg. trust, association, company)</small>	Overall management and control rests with the Pre-school management committee (also the charity trustees). There must be between 5 & 12 members with a Chair, Treasurer and Secretary (the officers)
Trustee selection methods <small>(eg. appointed by elected by)</small>	The officers and committee (trustees) are appointed or re-appointed annually at the Annual General Meeting held in September/October each year.

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.

A trustee welcome pack is given to all new members of the committee detailing the key expectations and responsibilities that come with the role of trustee.

There is a child safeguarding policy in place. DBS checks are carried out for all employees and committee members and each committee member must also complete form EY2 for submission to OFSTED.

The pre-school has a number of additional policies to cover health and safety, employment etc, which are approved by the trustees.

The pre-school committee (trustees) meets once every half-term to discuss the running of the preschool. All trustees give their time voluntarily and receive no remuneration or benefits.

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 by encouraging parents to understand and provide for the needs of their children through community groups.

The focus of our activities is to raise money and to enhance the quality of the provision of resources to children in our care. It has been proven in recent studies that a good pre-school education helps children both socially and intellectually in their future learning once they reach school.

In planning our activities for the year, at our trustee meetings we kept in mind the Charity Commission's guidance on public benefit.

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

Pre-school events this year included:

A Christmas party with a visit from Santa. Multiple visits to Andrews Endowed Primary School to reinforce our links with the school and introduce the children to their likely future school.

Stalls were run at the school Pet show and Christmas fair (Christmas craft) and the pre-school also had a stall at the Alton Yuletide festival (guess the name of the penguin & selling Xmas recipe jars).

Unfortunately regular Summer events such as the School Summer Fair, Easter Egg Hunt, Sports day, end of year party & Summer outing were cancelled this year due to the Coronavirus pandemic and resulting lockdown.

Total fundraising generated this year was £565.97 Details as follows:

Giving Machine: £17.16

Yuletide Festival: £122.11

Andrews' Endowed Xmas Fair: £18.60

Xmas Raffle: £350.10

Parent donations: £58

The preschool has also been developing links with the local care home, The Lawn, organising for the children to visit and participate in activities with the residents.

Budgeted profit for the financial year was £2,865.28 Actual profit was £5,451.21.

Section E

Financial review

Brief statement of the charity's policy on reserves

Reserves of £31,933 are held in unrestricted funds. These are held to allow us to meet any unforeseen expenditure or financial losses that may occur.

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 funding during the year has been Hampshire County Council (£46,242) – all 3 & 4 year-olds, and some 2 year-olds are entitled to this funding and the council continued to pay this in full during the period of lockdown, despite the preschool being closed to all but children of key workers for a time. Additional funding is generated from fees (Parent/guardian paid) (£4,435) and fundraising (£566).

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)	<i>Almoon</i>	<i>C Bewley</i>
Full name(s)	AMY MOON	CHARLOTTE BEWLEY
Position (eg Secretary, Chair, etc)	TREASURER	Trustee
Date	4 th March 2022	



CHARITY COMMISSION
FOR ENGLAND AND WALES

1023496

1023496

Receipts and payments accounts

CC16a

For the period
from

31/03/2012

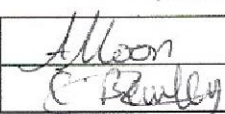
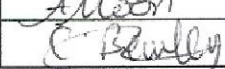
To

31/03/2013

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	4,435	-	-	4,435	8,169
Funding	46,242	-	-	46,242	31,213
Fundraising	566	-	-	566	833
Bank Interest	31	-	-	31	43
Uniform Sales	15	-	-	15	10
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	51,289	-	-	51,289	40,269
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	51,289	-	-	51,289	40,269
A3 Payments					
Rent	3,228	-	-	3,228	4,385
Heating	270	-	-	270	300
Wages	36,479	-	-	36,479	31,390
Petty cash	671	-	-	671	988
Consumables	663	-	-	663	747
Equipment	1,020	-	-	1,020	-
Uniform purchases	-	-	-	-	-
Outings	-	-	-	-	196
HMRG	1,882	-	-	1,882	1,632
Other	327	-	-	327	1,695
PR	88	-	-	88	160
Pension	961	-	-	961	700
Training	248	-	-	248	-
	-	-	-	-	-
Sub total	45,838	-	-	45,838	42,193
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	45,838	-	-	45,838	42,193
Net of receipts/(payments)	5,452	-	-	5,452	1,924
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	26,482	-	-	26,482	28,406
Cash funds this year end	31,934	-	-	31,934	26,482

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	Bank	31,933	-	-
	Cash	1	-	-
		-	-	-
	Total cash funds	31,934	-	-
(agree balances with receipts and payments account(s))				
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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
			AMY MOON	7/3/22
			CHARLOTTE BEWLEY	7/3/22