

Trustees' Annual Report for the period

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

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	Treasurer		
2	Sue Husbands	Manager		
3	Kate Gee			
4	Lucy Woodruff	Chair		
5	Laura Edwards			
6	Danielle Murrell	Secretary		
7	Charlotte Thorne			
8	Laura Anderson			
9	Allison Smith		Started 12 Oct 2020	
10	Adam Smith		Started 12 Oct 2020	
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 <i>(eg. trust deed, constitution)</i>	Pre-School Learning Alliance Constitution, Adopted 2009.
How the charity is constituted <i>(eg. trust, association, company)</i>	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 <i>(eg. appointed by, elected by)</i>	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

The Pre-School was unable to hold many of its usual annual events this year due to Covid restrictions. Those that still went ahead included:
A Christmas party (sadly Santa was unable to attend due to Covid).
A themed dressing up week centred around World Book Day with a different theme each day.
An Easter party & Easter egg hunt.
A Sports day at the local cricket club.
A Summer party.

Total fundraising generated this year was £85.92 Details as follows:

Giving Machine: £15.92
Parent donations: £70

Budgeted loss for the financial year was -£10,721 Actual loss was -£4,971.

Section E**Financial review**

Brief statement of the charity's policy on reserves

Reserves of £26,963 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 (£39,987) – all 3 & 4 year-olds, and some 2 year-olds are entitled to this funding for a set number of hours per week depending on individual circumstances. Additional funding is generated from fees (Parent/guardian paid) (£5,835) and fundraising (£86).

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

<i>A Moon</i>	<i>C. Bewley</i>
AMY MOON	CHARLOTTE BEWLEY
TREASURER	TRUSTEE
4th March 2022 20/6/22	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Holybourne Village Pre-School

5025876

Receipts and payments accounts

CC16a

For the period
from

01/02/22

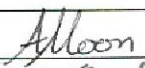

To

31/03/22

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	5,835	-	-	5,835	4,435
Funding	39,987	-	-	39,987	46,242
Fundraising	86	-	-	86	566
Bank Interest	2	-	-	2	31
Uniform Sales	-	-	-	-	15
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	45,910	-	-	45,910	51,289
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	45,910	-	-	45,910	51,289
A3 Payments					
Rent	4,385	-	-	4,385	3,228
Heating	120	-	-	120	270
Wages	36,293	-	-	36,293	36,479
Petty Cash	541	-	-	541	671
Consumables	1,228	-	-	1,228	663
Equipment	2,127	-	-	2,127	1,020
Uniform Purchases	85	-	-	85	-
Outings	-	-	-	-	-
HMRC	3,238	-	-	3,238	1,882
Other	505	-	-	505	327
PR	60	-	-	60	88
Pension	1,266	-	-	1,266	961
Training	308	-	-	308	248
Insurance	726	-	-	726	-
	-	-	-	-	-
Sub total	50,881	-	-	50,881	45,837
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	50,881	-	-	50,881	45,837
Net of receipts/(payments)	- 4,971	-	-	- 4,971	5,452
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	31,934	-	-	31,934	26,482
Cash funds this year end	26,963	-	-	26,963	31,934

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	26,833	-	-
	Cash	130	-	-
		-	-	-
	Total cash funds	26,963	-	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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	20/6/22
			CHARLOTTE BEWLEY	20/6/22



Section A

Independent Examiner's Report

Report to the trustees/
members of

HOLYBOURNE VILLAGE PRE-SCHOOL

On accounts for the year
ended

31 AUGUST 2021

Charity no
(if any)

1029406

Set out on pages

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:

Date:

20/6/22

Name:

CHARLOTTE BALLANTINE

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

ICAEW QUALIFICATION

Address:

27 LAWRENCE PLACE, SKINFELD,
BERKSHIRE
RG2 9RS

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.