



Trustees' Annual Report for the period

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

Section A

Reference and administration details

Charity name	St Nicholas Pre-School		
Other names charity is known by	St Nicholas First Steps and St Nicholas Little Learners		
Registered charity number (if any)	1029661		
Charity's principal address	Church Hall, Church Road		
	Whitchurch		
	Bristol		
	Postcode	BS14 0PR	

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	Craig Gardiner	Chair		
2	Mary Stone	Treasurer		
3	Kelly O'Leary			
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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

To provide early years education and seasonal care in a pre-school setting for 3 and 4 year old children. Also running parent/carer and toddler groups for children aged from birth to 3 years old.

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.

None

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Independent Examiner		

Name of chief executive or names of senior staff members (Optional information)

Anne Weston, Julie Ryder

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <i>(eg. trust deed constitution)</i>	Constitution
How the charity is constituted <i>(eg. trust association company)</i>	Association of approx. 100 members
Trustee selection methods <i>(eg. appointed by, elected by)</i>	Nominated and elected or re-elected by committee members usually at 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.

Child protection policies are in place. DBS checks and Ofsted Clearances are sought for trustees, employees and committee members.

St Nicholas Pre-school is a member of the Early Learning Alliance who provides advice where necessary. The Pre-school is also Ofsted Registered.

We have good relationships with our local schools, particularly Whitchurch Primary and Bridge Farm School who allow us to use their hall for PE sessions and Library in line with our planned themes.

We hold Professional Indemnity/Management Protection Insurance.

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 primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and:

- Develop children's natural curiosity and extend their understanding of the world around them
- Encourage a positive attitude to learning in preparation for school.
- Provide a safe, caring and happy learning environment.
- Work within a parent-involving framework, which ensures equality of opportunity for all children and their families.

Summary of the main achievements of the charity during the year

We ran 342 pre-school sessions of 3 hours and 2.5 hours each reaching 40 children and 40 families.

Also ran 38 baby and toddler sessions of 2.5 hours each this year, reaching approximately 45 children per week.

The sessions and children were less this year due to COVID closures and restrictions. Usually 114 baby and toddler sessions.

Due to COVID our groups did not totally recommence until May 2021.

The Pre-school children have enjoyed many activities this year including a coach trip to Ashton Court, where they played, had lunch and found out more about nature and animals.

We have had trips to our local parks for play sessions and sports day, when restrictions permitted.

Regular trips to our own allotment where the children take part in gardening all year round – weeding, digging, planting and harvesting, did not take place this year due to COVID restrictions.

We studied lots of different topics throughout the year including Mr Men – Shapes & Colours; Harvest; Autumn; Fireworks/Bonfire Night; Remembrance Day Christmas; Gross Motor Skills; Chinese New Year; Book Week; Pirates; Easter & Spring; Caterpillars & Butterflies; First Aid; Emotions; Euros 2020 and Circus.

We have raised funds for other charitable organisations e.g. Sports Relief and Children in Need. We held a MacMillan Coffee Morning

The children have weekly P.E. sessions where they eventually get changed into full P.E. kit. Once a week we also have a trained P.E. professional come in to do a session with the children. Again these were restricted this year due to COVID restrictions.

Although we were unable to do our usual transitional visits to schools we still tried to prepare the children for school as much as was possible and took the children to the outside space of their new schools.

Section E

Financial review

Brief statement of the charity's policy on reserves

Reserves are in the bank for emergencies.

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.

Most of the charity's funding has been in the form of funding from the Local Education Authority. Children who are not eligible for funding pay fees, as do the children attending the baby and toddler groups.

Additional funds have been gained from fundraising initiatives for example, Nativity DVD sales and Christmas Raffle. We have also received small donations from local organisations. Although this year fund raising has been very limited due to COVID restrictions

Expenditure has been in relation to staff wages, rent and purchase of play equipment.

Money received from fundraising is used to buy new play equipment and to subsidise trips/enrichment activities.

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)

Mary Stone

Position (eg Secretary, Chair, etc)

Treasurer

Date

16/3/2022

St Nicholas Pre-School

Income and Expenditure for the year ending 31 August 2021

	2021	2020		2021	2020
Income					
Fees	68437.75	£69,282.84	Salaries	£62,511.00	£61,633.03
Milk Refunds	0	£0.00	Rent	£4,182.00	£5,007.00
Interest	0	£4.30	Milk	£0.00	£0.00
Training	0	£0.00	Insurance	£537.39	£537.39
Sub-Total	£68,437.75	£69,287.14	Tax and National Insurance	£225.90	£893.37
Fund Raising					
Fundraising	£554.46	£601.00	Bank Charges	£151.25	£108.40
Photo Sales	£241.00	£0.00	Sub-Total	£67,607.54	£68,179.19
Trips	£230.00	£0.00	Expenditure		
Sweatshirts	£618.00	£246.00	Mobile Phone	£188.50	£187.93
Online Fundraising	£42.19	£196.84	Stationery and Postage	£0.00	£0.00
Donations	£347.54	£650.00	Xmas Presents & Expenses	£132.68	£125.30
Other Income			Trips	£145.00	£20.00
HMRC CJRS	£1,875.43	£1,468.40	Sundries & Petty Cash	£0.00	£0.00
For External orgs (PE)	£268.35	£0.00	Equipment & Ed. Resources	£2,452.55	£1,907.45
Floats & Refunds	£243.69	£0.00	Osted	£50.00	£50.00
Charity Fundraising	£28.00	£0.00	Fund Raising	£0.00	£0.00
Sub-Total	£4,448.66	£3,162.24	Training	£420.00	£195.00
TOTAL INCOME					
	£72,886.41	£72,449.38	Sweatshirts	£1,241.80	£535.70
			Adverts	£0.00	£0.00
			Memberships	£155.00	£155.00
			External Organisations	£385.00	£245.00
			Returned Fees	£580.00	£0.00
			Sub-Total	£5,750.53	£3,421.38
			TOTAL	£73,358.07	£71,600.57
Less Expenditure					
	£73,358.07	£71,600.57			
Surplus	-£471.66	£848.81			

St Nicholas Pre-School
Income and Expenditure for the year ending 31 August 2021

	2021	2020
Balance 1 September	£ 14,500.11	£ 13,651.30
Surplus for Year	£ 471.66	£ 848.81
Balance 31 August	£ 14,028.45	£ 14,500.11

Represented by

Cash in Hand	£186.05	£204.35
Current Account	£ 13,968.00	£ 14,421.10
TOTAL	£14,154.05	£14,625.45
Excess in Cash	£ 125.60	£ 125.34

St Nicholas Pre-School

Accounts Year Ending 31st August 2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
St Nicholas Pre-School

On accounts for the year
ended

31st August 2021

Charity no
(if any)

1029661

Set out on pages

Examiner to include the page numbers of any 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's trustees, 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 all 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 (~~other than that disclosed below~~ *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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:

04/10/2021

Name:

WESLEY SMITH

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

FCCA (no. 2009609)

Address:

3 PORTMEIRION CLOSE

BRISTOL

BS14 9YA