



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **1/9/2019**

To

31/8/2020

Charity name: **Bicknacre Preschool**

Charity registration number: **1031713**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To enhance the development and education of children who are over the age of 2 and under statutory school age.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Preschool provides appropriate play facilities, and a well-planned curriculum, to enable children to reach their full potential. It provides a safe, secure and stimulation environment for the children whatever their race, culture, religion, means or ability
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have been made aware of the guidance issued by the Charity Commission regarding public benefits.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The Preschool work in partnership with parents/carers to help the children learn and develop. The staff encourage and ensure all families have equal opportunity to take responsibility for, and become involved in, the activities of the group.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	Due to the unprecedented situation caused by Covid-19 from March 2020 all of the usual fundraising activities were cancelled including the Easter and Summer fayres.
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held to cover the possibility of redundancy. The amount is calculated and reviewed at each committee meeting.
Amount of reserves held	Para 1.22	Circa £10,000
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Government funding, parents' fees and fundraising activities such as Christmas Nativity, Easter Fate, Teddy Bears Picnic and sponsored events.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Charity name	
Other name (if any)	
Registered charity number	
Charity's principal address	

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees elected to post by parents

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Bicknacre Preschool
Other name the charity uses	
Registered charity number	1031713
Charity's principal address	c/o Priory School Bicknacre Road, Bicknacre, Chelmsford, Essex. CM3 4ES

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

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	Karen Jones	Chair		
2	Elizabeth Woodhouse	Treasurer		
3	Lianne Almond	Secretary		
4	Sophie Hall			
5	Hannah Linton			
6	Sam de Wet			
7	Paul Redford			
8	Charlotte Stapleton			
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Corporate trustees – names of the directors at the date the report was approved

[illegible]



Name of trustees holding title to property belonging to the charity

[illegible]

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Karen Kimberley Jones	Elizabeth Anne Woodhouse
Position (eg Secretary, Chair, etc)	Chair	treasurer
Date	28/06/2021	

BICKNACRE PRESCHOOL

INCOME AND EXPENDITURE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2020

	2020	2019
Turnover		
Donations/Fundraising	2,361	3,441
Government Funding	70,548	39,427
Fees	10,439	14,020
Milk Subsidy	217	16
Photographs	77	56
T-shirts	258	247
Sundry Income - HMRC	3,999	
	<u>87,899</u>	<u>57,207</u>
GROSS PROFIT	87,899	57,207
Other Income		
Bank Interest receivable	67	89
	<u>87,966</u>	<u>57,296</u>
Expenditure		
Rent	250	250
Rates	702	671
Cleaning	588	431
Salaries	69,667	54,734
Utilities	98	80
Maintenance	37	801
Repairs	0	50
Insurance	1,228	1,226
Administration Expenses	734	324
Equipment & Consumables	769	767
Refreshments	271	316
Fundraising	377	610
Training	250	64
Milk	165	223
Telephone	227	346
T-Shirt costs	230	943
Sundry Expenses	16	18
Misc	13	30
	<u>75,622</u>	<u>61,885</u>
Net Profit / (Loss)	<u>12,344</u>	<u>(4,589)</u>

BICKNACRE PRESCHOOL

BALANCE SHEET AS AT 31 AUGUST 2020

<u>Current assets</u>	2020	2019
Bank Current Account	12,739	10,885
Business Reserve Account	44,811	34,243
Cash in Hand	167	245
	<u>57,717</u>	<u>45,373</u>

Accumulated Funds

Balance Brought Forward		45,373	49,962
(Deficit)/Surplus for year	Net Profit / (Loss)	12,344	-4,589
		<u>57,717</u>	<u>45,373</u>

Approved:.....*E A Woodhouse*.....

Mrs E A Woodhouse
Treasurer

20.10.20

BICKNACRE PRE-SCHOOL
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 AUGUST 2020

Solutions Accountancy Services

6 Hill View

Bicknacre

Essex

CM3 4HU

Bicknacre Pre-School

Business Details

For The Year Ended 31 August 2020

Proprietor

Mrs E Woodhouse - Treasurer

Business

Bicknacre Pre-School

Priory School

Bicknacre Road

Bicknacre

Essex

CM3 4ES

Accountants

Solutions Accountancy Services

6 Hill View

Bicknacre

Essex

CM3 4HU

Bicknacre Pre-School

Accounts Approval Statement

For The Year Ended 31 August 2020

The trustees present their report with the financial statements of the charity for the year ended 31 August 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in 2005 in preparing the annual report and financial statements of the charity.

Registered Charity Number 1031713.

Trustees:

Karen Sadler (Chairperson)

Lianne Almond (Secretary)

Elizabeth Woodhouse (Treasurer)

A handwritten signature in black ink, appearing to read 'E Woodhouse', written over a dotted line.

Elizabeth Woodhouse

20/10/2020

Bicknacre Pre-School
Accountant's Report
For The Year Ended 31 August 2020

I report on the accounts of the charity for the year ended 31 August 2020.

Respective responsibilities of the 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 section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general directions given by the charity commission under section 145(5)(b) of the 2011 Act; and
- 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 includes 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:

1. Which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



20/10/2020

L Almond - Solutions Accountancy Services
6 Hill View
Bicknacre
Chelmsford
Essex. CM3 4HU

BICKNACRE PRESCHOOL

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Approved:.....*E A Woodhouse*.....

Mrs E A Woodhouse
Treasurer

20.10.20