



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **1/9/2020** To **31/8/2021**

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	<b>To enhance the development and education of children who are over the age of 2 and under statutory school age.</b>
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	<b>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</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The Trustees have been made aware of the guidance issued by the Charity Commission regarding public benefits.</b>

## 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		

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## 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	<b>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.</b>

### 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	<b>Due to the unprecedented situation caused by Covid-19 from March 2020 most of the usual fundraising activities were cancelled including the Easter and Summer fayres. Occasional raffles and silent auctions along with Mothers and Fathers day presents were the only means of fundraising.</b>
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	<b>Reserves are held to cover the possibility of redundancy. The amount is calculated and reviewed at each committee meeting.</b>
Amount of reserves held	Para 1.22	<b>Circa £10,000</b>
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	<b>Government funding, parents' fees and fundraising activities such as Christmas Nativity, Easter Fate, Teddy Bears Picnic and sponsored events.</b>
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		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	<b>Trust</b>
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	<b>Trustees elected to post by parents</b>

### 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

### 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	Katie Maze			
5	Michelle Kent			
6	Rebecca Chipperfield			
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### Corporate trustees – names of the directors at the date the report was approved

Director name		

### Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	


## 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)

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## Exemptions from disclosure

#### Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

Karen Kimberley Jones	Elizabeth Anne Woodhouse
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Position (eg Secretary,  
Chair, etc)

Chair	Treasurer
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Date

08/06/2022
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# BICKNACRE PRESCHOOL

## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2021

	2021	2020
<b>Turnover</b>		
Donations/Fundraising	2,625	2,360
Flooring fundraising	200	
National Lottery Funding	0	0
Government Funding	90,727	70,548
Fees	8,080	10,439
Milk Subsidy	163	217
Photographs	38	77
T-shirts	335	258
Sundry Income - HMRC	1,889	3,999
	<u>104,057</u>	<u>87,898</u>
<b>GROSS PROFIT</b>	104,057	87,898
<b>Other Income</b>		
Bank Interest receivable	12	67
	<u>104,069</u>	<u>87,966</u>
<b>Expenditure</b>		
Rent	250	250
Rates	707	702
Cleaning	842	588
Salaries	86,016	69,667
Utilities	29	98
Maintenance	379	37
Repairs	230	0
Flooring replacement	11,261	
Insurance	1,266	1,228
Administration Expenses	595	734
Equipment & Consumables	900	769
Refreshments	405	271
Fundraising	226	377
Training	430	250
Milk	188	165
Telephone	202	227
Professional Fees & Bookkeeping	0	0
T-Shirt costs	496	230
Photographs	0	0
Sundry Expenses	2	17
Misc	0	13
	<u>104,421</u>	<u>75,622</u>
<b>Net Profit / (Loss)</b>	<u>-352</u>	<u>12,344</u>

## **BICKNACRE PRESCHOOL**

### **BALANCE SHEET AS AT 31st AUGUST 2021**

<b><u>Current assets</u></b>	<b>2021</b>	<b>2020</b>
Bank Current Account	4,345	12,739
Business Reserve Account	52,823	44,811
Cash in Hand	197	168
	<u>57,365</u>	<u>57,717</u>
 <b><u>Current Liabilities</u></b>		
Creditors and Accruals		
	<u>0</u>	<u>0</u>
 <b><u>Accumulated Funds</u></b>		
Balance Brought Forward	57,717	45,373
(Deficit)/Surplus for year	Net Profit / (Loss) -352	12,344
	<u>57,365</u>	<u>57,717</u>

Approved: EA Woodhouse

Mrs E A Woodhouse  
Treasurer  
14th October 2021

BICKNACRE PRE-SCHOOL  
INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 AUGUST 2021

Solutions Accountancy Services

6 Hill View

Bicknacre

Essex

CM3 4HU

Bicknacre Pre-School

Business Details

For The Year Ended 31 August 2021

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 2021

The trustees present their report with the financial statements of the charity for the year ended 31 August 2021. 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', with a horizontal line underneath.

Elizabeth Woodhouse

14/10/2021

Bicknacre Pre-School  
Accountant's Report  
For The Year Ended 31 August 2021

I report on the accounts of the charity for the year ended 31 August 2021.

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



14/10/2021

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