

# Trustees' Annual Report for the period

From 

Period start date			Period end date		
Day	Month	Year	Day	Month	Year
01	01	2020	To 31	12	2020

## Section A

## Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

### 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	Nalini Thakur	Manager		All Committee members
2	Line Porter	Chair person		"
4	Catherine Taylor	Secretary		"
5	Jane Grace	Treasurer		"
6				"
7				
8				
9				
10				
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
Kirti Kakkad	October 2020
Reverend Francis Adoubouchi	September 2020

### Names and addresses of advisers (Optional information)

Role of adviser	Name	Address

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

--

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

Constitution adopted 2013

How the charity is constituted

(e.g. trust, association, company)

Trust

Trustee selection methods

(e.g. appointed by, elected by)

Elected by parents/carers of the pre-school annually.

### 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.

PLEASE REFER TO CONSTITUTION

We work Closely with the Pre-School Learning Alliance and our Insurance Cover is with them. We adhere to all their policies and procedures and and likewise all who are affiliated with the pre-school. We have implemented all the requirements of the GDPR in compliance with the 1998 Act.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

We are a community pre-school and we are allowed to cater within the ratio of the same rooms allocated for the use of the pre-school. We operate in the morning and part afternoon between 8.00am-6.00pm term time only. We receive 15 hours funding for some two year olds and 15/30 hours funding for 3-5 year olds. We also rely on fund raising activities. We operate under the Pre-School Learning Alliance guidelines and are insured by them. This Child care service adheres to the Ofsted Early Years Foundation Stage framework, policies and procedures. This community pre-school supports parents/carers who wish to go back to work

and need affordable child care which is also subsidised by the Government.

Trustees/committee members regard the Charity Commissions guidance on public benefit at our meetings.

The focus of our activities remains for the care of young children under the guidelines and registration under the Pre-School Learning Alliance and Ofsted.

We cater for children aged between 18 months – 5 years in compliance with the Early Years Foundation Stage Curriculum with regards to welfare, safeguarding, policies and procedure requirements while maintaining close partnerships with parents/carers.

**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.

### **Section D**

#### **Achievements and performance**

**Summary of the main achievements of the charity during the year**

- We advertise widely and continue to gain more attention.
- We have more two year olds joining us.
- We have had a 'Good' judgement in November 2017 by Ofsted in respect of the service we provide for children.

### **Section E**

#### **Financial review**

**Brief statement of the charity's policy on reserves**

We will use excess reserve to replenish resources, equipment and take the children out on trips.

**Details of any funds materially in deficit**

NONE

# St Andrew's Community Pre-School

## BALANCE SHEET As of December 31, 2020

	TOTAL
Fixed Asset	
<b>Total Fixed Asset</b>	
Cash at bank and in hand	
Account 70949549	20,239.06
Current Account - 04265823	10,961.78
Petty Cash	169.00
<b>Total Cash at bank and in hand</b>	<b>£31,369.84</b>
Debtors	
Debtors	1,049.95
<b>Total Debtors</b>	<b>£1,049.95</b>
Current Assets	
Undeposited Funds	0.00
<b>Total Current Assets</b>	<b>£0.00</b>
<b>NET CURRENT ASSETS</b>	<b>£32,419.79</b>
Creditors: amounts falling due within one year	
Trade Creditors	
Creditors	3,430.40
<b>Total Trade Creditors</b>	<b>£3,430.40</b>
Current Liabilities	
VAT Control	0.00
<b>Total Current Liabilities</b>	<b>£0.00</b>
<b>Total Creditors: amounts falling due within one year</b>	<b>£3,430.40</b>
<b>NET CURRENT ASSETS (LIABILITIES)</b>	<b>£28,989.39</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<b>£28,989.39</b>
<b>TOTAL NET ASSETS (LIABILITIES)</b>	<b>£28,989.39</b>
Charity funds	
Retained Earnings	23,264.27
Surplus/(Deficit)	5,725.12
<b>Total Charity funds</b>	<b>£28,989.39</b>

# St Andrew's Community Pre-School

## FINANCIAL ACTIVITIES

January - December 2020

	TOTAL
<b>Income</b>	
Donations and legacies	7.00
Fees	18,470.95
Grants	94,694.22
Interest Receivable	16.48
Other Fees	856.70
Sales of Product Income	42.00
<b>Total Income</b>	<b>£114,087.35</b>
<b>Cost of Sales</b>	
Food and Other Purchases	1,202.37
Other Direct Cost	1,123.35
<b>Total Cost of Sales</b>	<b>£2,325.72</b>
<b>TOTAL</b>	<b>£111,761.63</b>
<b>Expenditures</b>	
Accountancy Fees	1,080.00
Cleaning	88.28
Computer Costs	58.85
Insurances	59.88
Office/General Administrative Expenses	4,623.86
Other Professional Services	1,623.72
Printing, Postage and Stationery	410.48
Rent	18,600.00
Staffing Costs	
DBS	52.00
Employers NI	5,004.18
Pension Cost	1,384.89
Staff Training	296.75
Wages	70,813.15
<b>Total Staffing Costs</b>	<b>77,550.97</b>
Subscriptions	1,485.13
Telephone Expense	440.35
Travel and Accommodation	14.99
<b>Total Expenditures</b>	<b>£106,036.51</b>
<b>NET OPERATING INCOME</b>	<b>£5,725.12</b>
<b>NET INCOME/(EXPENDITURE)</b>	<b>£5,725.12</b>

### 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.

We had a Fund raising day. Sponsored work, we continue to do reg. Cake sales, and held fancy dress parties to support our fund raising 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)	C Taylor	
Full name(s)	CATHERINE TAYLOR	
Position (eg Secretary, Chair, etc)	SECRETARY	
Date	26.2.2021	

**REGISTERED CHARITY NUMBER: 1032082**

Report of the Trustees and      °  
Unaudited Financial Statements for the Year Ended 31 December 2020  
for  
St Andrew's pre-school

°  
  
Amity Accountants  
04 Whitchurch Parade  
Whitchurch Lane  
Edgware  
Middlesex  
HA8 6LR  
  
°

St Andrew's pre-schoolContents of the Financial Statements  
for the Year Ended 31 December 2020

	Page
Report of the Trustees	1 to 2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the Financial Statements	6 to 9
Detailed Statement of Financial Activities	10



## St Andrew's pre-school

### Report of the Trustees for the Year Ended 31 December 2020

The trustees present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

1. We are a community pre-school and we are allowed to cater within the ratio of the same rooms allocated for the use of the pre-school.
2. We operate in the morning and part afternoon between 8.00am-6.00pm term time only.
3. We receive 15 hours funding for some two year olds and 15/30 hours funding for 3-5 year olds.
4. We also rely on fund raising activities. We operate under the Pre-School Learning Alliance Guidelines and are insured by them.

This child care service adheres to the Ofsted Early Years Foundation Stage Framework, Policies and Procedures. This community pre-school supports parents/carers who wish to go back to work and need affordable child care which is also subsidised by the Government.

##### **Public benefit**

Trustees/committee members regard the Charity Commissions guidance on public benefit at our meetings. The focus of our activities remains for the care of young children under the guidelines and registration under the Pre-School Learning Alliance and Ofsted.

We cater for children aged between 18 months - 5 years in compliance with the Early Years Foundation Stage Curriculum with regards to welfare, safeguarding, policies and procedure requirements while maintaining close partnerships with parents/carers.

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

1. We advertise widely and continue to gain more attention.
2. We have more two year olds joining us.
3. We have had a 'Good' judgement in November 2017 by Ofsted in respect of the service we provide for children.

##### **Fundraising activities**

We had a fund raising day, sponsored work, we continue to do regular cake sales, and held fancy dress parties to support our fund raising activities

#### **FINANCIAL REVIEW**

##### **Reserves policy**

We will use excess reserve to replenish resources, equipment and take the children out on trips

##### **Funds in deficit**

None

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Constitution adopted 2013

##### **Additional governance issues**

We work closely with the Pre-School Learning Alliance and our insurance cover is with them. We adhere to all their policies and procedures and likewise all who are affiliated with the pre-school. We have implemented all the requirements of the GDPR in compliance with the 1998 Act.

St Andrew's pre-schoolReport of the Trustees  
for the Year Ended 31 December 2020**STRUCTURE, GOVERNANCE AND MANAGEMENT****Charity constitution**

Trust

**Recruitment and appointment of new trustees**

Elected by parents/carers of the pre-school annually.

**REFERENCE AND ADMINISTRATIVE DETAILS****Registered Charity number**

1032082

**Principal address**

St Andrew's Church

Lynford Garden's

Edgware

HA8 8TZ

**Trustees**

N Thakur Manager

J Grace Treasurer

L Porter Chair person

C Taylor Secretary

**Independent Examiner**

Philip Thurairajah

ACCA

Amity Accountants

04 Whitchurch Parade

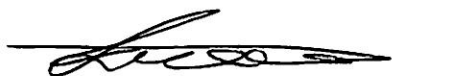
Whitchurch Lane

Edgware

Middlesex

HA8 6LR

Approved by order of the board of trustees on 03/09/21 and signed on its behalf by:



L Porter - Trustee

Independent Examiner's Report to the Trustees of  
St Andrew's pre-school

**Independent examiner's report to the trustees of St Andrew's pre-school**

I report to the charity trustees on my examination of the accounts of St Andrew's pre-school (the Trust) for the year ended 31 December 2020.

**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 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

Philip Thurairajah  
ACCA  
Amity Accountants  
04 Whitchurch Parade  
Whitchurch Lane  
Edgware  
Middlesex  
HA8 6LR

Date: .....

St Andrew's pre-schoolStatement of Financial Activities  
for the Year Ended 31 December 2020

		31.12.20 Unrestricted fund £	31.12.19 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>	Notes		
Donations and legacies		94,693	73,584
Other trading activities	2	24,618	25,295
Investment income	3	16	45
<b>Total</b>		<b>119,327</b>	<b>98,924</b>
<b>EXPENDITURE ON</b>			
Other		107,733	115,264
<b>NET INCOME/(EXPENDITURE)</b>		<b>11,594</b>	<b>(16,340)</b>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		<b>23,264</b>	<b>39,604</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>34,858</b>	<b>23,264</b>

The notes form part of these financial statements

St Andrew's pre-schoolBalance Sheet  
31 December 2020

	Notes	31.12.20 Unrestricted fund £	31.12.19 Total funds £
<b>CURRENT ASSETS</b>			
Debtors	6	5,224	-
Cash at bank and in hand		31,191	23,788
		<u>36,415</u>	<u>23,788</u>
<b>CREDITORS</b>			
Amounts falling due within one year	7	(1,557)	(524)
		<u>34,858</u>	<u>23,264</u>
<b>NET CURRENT ASSETS</b>			
		<u>34,858</u>	<u>23,264</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
		<u>34,858</u>	<u>23,264</u>
<b>NET ASSETS</b>			
		<u>34,858</u>	<u>23,264</u>
<b>FUNDS</b>	8		
Unrestricted funds		34,858	23,264
<b>TOTAL FUNDS</b>		<u>34,858</u>	<u>23,264</u>

The financial statements were approved by the Board of Trustees and authorised for issue on ..... and were signed on its behalf by:



.....  
L Porter - Trustee

The notes form part of these financial statements

St Andrew's pre-schoolNotes to the Financial Statements  
for the Year Ended 31 December 2020**1. ACCOUNTING POLICIES****Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

**Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**2. OTHER TRADING ACTIVITIES**

	31.12.20	31.12.19
	£	£
Fees	24,618	25,295
	<u>          </u>	<u>          </u>

St Andrew's pre-schoolNotes to the Financial Statements - continued  
for the Year Ended 31 December 2020**3. INVESTMENT INCOME**

	31.12.20	31.12.19
	£	£
Deposit account interest	<u>16</u>	<u>45</u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 December 2020 nor for the year ended 31 December 2019.

**5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	73,584
Other trading activities	25,295
Investment income	<u>45</u>
<b>Total</b>	<u>98,924</u>
<b>EXPENDITURE ON</b>	
Other	<u>115,264</u>
<b>NET INCOME/(EXPENDITURE)</b>	<u>(16,340)</u>
<b>RECONCILIATION OF FUNDS</b>	
Total funds brought forward	<u>39,604</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>23,264</u></u>

St Andrew's pre-schoolNotes to the Financial Statements - continued  
for the Year Ended 31 December 2020**6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.12.20	31.12.19
	£	£
Other debtors	5,224	-
	<u>5,224</u>	<u>-</u>

**7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.12.20	31.12.19
	£	£
Trade creditors	1,557	334
Other creditors	-	190
	<u>1,557</u>	<u>524</u>

**8. MOVEMENT IN FUNDS**

	At 1.1.20	Net movement in funds	At 31.12.20
	£	£	£
<b>Unrestricted funds</b>			
General fund	23,264	11,594	34,858
	<u>23,264</u>	<u>11,594</u>	<u>34,858</u>
<b>TOTAL FUNDS</b>	<u>23,264</u>	<u>11,594</u>	<u>34,858</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	119,327	(107,733)	11,594
	<u>119,327</u>	<u>(107,733)</u>	<u>11,594</u>
<b>TOTAL FUNDS</b>	<u>119,327</u>	<u>(107,733)</u>	<u>11,594</u>

**Comparatives for movement in funds**

	At 1.1.19	Net movement in funds	At 31.12.19
	£	£	£
<b>Unrestricted funds</b>			
General fund	39,604	(16,340)	23,264
	<u>39,604</u>	<u>(16,340)</u>	<u>23,264</u>
<b>TOTAL FUNDS</b>	<u>39,604</u>	<u>(16,340)</u>	<u>23,264</u>



St Andrew's pre-schoolNotes to the Financial Statements - continued  
for the Year Ended 31 December 2020**8. MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>	°		
General fund	98,924	(115,264)	(16,340)
<b>TOTAL FUNDS</b>	<u>98,924</u>	<u>(115,264)</u>	<u>(16,340)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.19 £	Net movement in funds £	At 31.12.20 £
<b>Unrestricted funds</b>			
General fund	39,604	(4,746)	34,858
<b>TOTAL FUNDS</b>	<u>39,604</u>	<u>(4,746)</u>	<u>34,858</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>	°		
General fund	218,251	(222,997)	(4,746)
<b>TOTAL FUNDS</b>	<u>218,251</u>	<u>(222,997)</u>	<u>(4,746)</u>

**9. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 December 2020.

St Andrew's pre-schoolDetailed Statement of Financial Activities  
for the Year Ended 31 December 2020

	31.12.20 £	31.12.19 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Grants	94,693	73,584
<b>Other trading activities</b>		
Fees	24,618	25,295
<b>Investment income</b>		
Deposit account interest	16	45
<b>Total incoming resources</b>	<u>119,327</u>	<u>98,924</u>
<b>EXPENDITURE</b>		
<b>Support costs</b>		
<b>Management</b>		
Wages	70,813	84,121
Social security	1,319	2,653
Pensions	1,385	1,464
Rents	18,600	18,360
Other resources expended	12,094	4,359
Insurance	60	829
Telephone	440	1,058
Postage and stationery	410	540
Subscriptions	1,457	880
	<u>106,578</u>	<u>114,264</u>
<b>Governance costs</b>		
Accountancy fees	1,155	1,000
<b>Total resources expended</b>	<u>107,733</u>	<u>115,264</u>
<b>Net income/(expenditure)</b>	<u><u>11,594</u></u>	<u><u>(16,340)</u></u>

This page does not form part of the statutory financial statements