

Trustees' Annual Report for the period

From

Period start date

Day
01

Month
08

Year
2021

To

Period end date

Day
31

Month
07

Year
2022

Section A

Reference and administration details

Charity name

South Kidlington Infant Pre-School

Other names charity is known by

SKIPS

Registered charity number (if any)

1032166

Charity's principal address

C/o West Kidlington School

Oxford Road

Kidlington, Oxford

Postcode

OX5 1EA

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	Jessica J Simmons		Appointed 05/10/2021	
2	Louisa A Heywood		Appointed 25/05/2022	
3	Linda J Lewis		Appointed 07/04/2022	
4	Nicola Pidduck		Resigned 31/10/2022	
5	Rebecca Morris		Resigned 18/01/2022	
6	Samantha Rattigan		Resigned 07/06/2022	
7	Hannah Oliver-Browne		Appointed 05/10/2021	
8	Chelsea J Didcock		Appointed 05/10/2021	
9	Fiona A Counsell		Appointed 05/10/2021	
10				
11				
12				
13				

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 (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Standard
Trustee selection methods (eg. appointed by, elected by)	Elected

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.

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Section C Objectives and activities

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

To ensure a safe environment to develop children between the age of 2 and 4.

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)

We are an early years education provider, providing public benefit to the children and the families of the local community.

Staff are trained in childcare and have attended the required safeguarding and first aid courses in order to provide a safe environment for the children to learn through play.

The children learn to develop their personal, social and emotional skills, in safe and inclusive surroundings.

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

Policies and procedures have been updated giving the staff a clear understanding of what is expected of them.

Section E Financial review

Brief statement of the charity's policy on reserves

Three months payroll and rent costs are kept as minimum at all times.

Details of any funds materially in deficit

None

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.

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) L J Lewis

Full name(s) Linda Jean Lewis

Position (eg Secretary, Chair, etc) Treasurer

Date 19/05/2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name

South Kidlington Infant Pre-school - SKIPS

No (if any)

1032166

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/08/21

To

Period end date
31/07/22

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees received	28,055	-	-	28,055	31,290
Funding	61,886	-	-	61,886	57,394
Childcare grant		-	-	-	-
Fundraising	1,216	-	-	1,216	520
Job retention scheme grant		-	-	-	9,738
Other	805	-	-	805	-
Other Grant		-	-	-	-
		-	-	-	-
Sub total (Gross income for AR)	91,962	-	-	91,962	98,942
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	91,962	-	-	91,962	98,942
A3 Payments					
Payroll	81,360	-	-	81,360	101,191
Agency		-	-	-	-
Professional & Membership	2,529	-	-	2,529	1,994
Rent	4,290	-	-	4,290	2,574
Insurance	863	-	-	863	848
Miscellaneous	1,984	-	-	1,984	1,146
Equipment		-	-	-	-
Consumables	1,068			1,068	-
Sundries				-	-
Training	550			550	515
Cleaning materials	1,745			1,745	1,926
Phone	20			20	90
Preschool improvement	8,665			8,665	34
Gifts				-	-
Food				-	209
IT	1,594			1,594	2,511
Sub total	104,668	-	-	104,668	113,038
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	104,668	-	-	104,668	113,038
Net of receipts/(payments)	- 12,706	-	-	- 12,706	- 14,096
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	49,077	-	-	49,077	63,173
Cash funds this year end	36,371	-	-	36,371	49,077

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 account balance	36,065	-	-
	Petty cash balance	306	-	-
		-	-	-
	Total cash funds	36,371	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
	Laptops, tablets	Unrestricted funds	-	-
	Furniture, fixtures and fittings	Unrestricted funds	-	-
	Garden play equipment	Unrestricted funds	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
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	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
SOUTH KIDLINGTON INFANT PRE-SCHOOL (SKIPS)

On accounts for the year
ended

31 JULY 2022

Charity no
(if any)

1032166

Set out on pages

1 to 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 July 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: 23 May 2022

Name:

Richard Clayton

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

FCCA

Address:

The MGroup Partnership

Cranbrook House, 287-291 Banbury Road

Oxford, OX2 7JQ

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.

It was brought to our attention and noted in the bank statement that there were 12 payment transactions between 10/06/2022 and 20/06/2022 amounting to £1,081 without any explanation. The Trustees immediately identified these transactions and raised the matter with the treasurer at the time whom actioned these payments fraudulently. It was found by the Trustees that the transactions were potentially theft by the treasurer. The matter was dealt with by the Trustees together with law enforcement and the monies were repaid in full on 30/06/2022. Thus, no financial loss was incurred by the school.