



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **01 August 2019 To 31 July 2020**

Charity name: **Ermington Pre School Unit**

Charity registration number: **1034037**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>Pre School Education for children aged 2 to 5</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>Provide high quality care and education for children aged 2 to 5, focusing on expanding imagination for each child and equipping children with resilience, independence, and curiosity for lifelong learning.</b>  <b>Our mission statement is "equipping every child for a world they will discover."</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>We confirm that the trustees have had regard to the Charity Commission's guidance on public benefit.</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>We do not make grants to other organisations.</b>
Policy on social investment including program related investment	Para 1.38	<b>We have no investments and we do not take part in social investments or program related investments.</b>
Contribution made by volunteers	Para 1.38	<b>Volunteers work in administration and fundraising. All volunteers are enhanced DBS checked and vetted for suitability by Safer Recruitment procedures.</b>

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	<p><b>Good financial performance by continuing to operate at full capacity.</b></p> <p><b>Adapted Frenchtastic and Forest School provisions to be COVID-19 compliant.</b></p> <p><b>Remained open throughout the pandemic providing care for key worker and vulnerable children.</b></p> <p><b>Whole staff training rolled out to support a child with specific SEN needs.</b></p> <p><b>Additional resources obtained to support curiosity-led learning</b></p> <p><b>Adapted to reduced opportunities for fundraising by actively seeking and publicising alternatives, including Amazon Smile.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p><b>Aimed to be operating at full capacity by the end of the autumn term - this was achieved midway through the autumn term.</b></p> <p><b>Continued with staff training and roll out of curiosity-led learning.</b></p> <p><b>Other objectives that were set became obsolete due to the impact of the pandemic.</b></p>
Performance of fundraising activities against objectives set	Para 1.41	<p><b>Fundraising has been severely disrupted due to COVID-19. Locality Funding from South Hams District Council was obtained to purchase a new camera for the setting.</b></p> <p><b>Currently using reserves to manage during COVID-19 with</b></p>

		<p><b>some fundraising opportunities provided by Amazon Smile, EasyFundraising, Class Fundraising and SeaMoor Lotto.</b></p> <p><b>Aim to resume fundraising in the new academic year, with events being planned for each term.</b></p>
Investment performance against objectives	Para 1.41	<b>We have no investments</b>
Other		<b>None.</b>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p><b>Our financial position is good. There has been a drop in fundraising as a result of the pandemic but our accumulated reserves have meant that this could be managed.</b></p> <p><b>Accounts have been independently examined in accordance with general Directions given by the Charity Commission and have been submitted as part of our annual return.</b></p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p><b>The charity accumulates reserves through fundraising to support the core business for the purchase of equipment and other resources. We are currently building reserves with a view to potentially expanding the building as we have operated consistently at full capacity for the last several years and believe there may be scope to expand.</b></p>
Amount of reserves held	Para 1.22	<b>£12,000</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

### 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	<p><b>Funding for core activities is from EYEF and 2-Year Funding, with unfunded time being charged at cost to parents.</b></p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>N/A</b>
A description of the principal risks facing the charity	Para 1.46	<p><b>COVID-19 continues to present challenges in terms of staffing and social distancing. We anticipate that these issues will be an ongoing concern for the setting and are planning to roll out additional staff training.</b></p>

Other		

## Structure, Governance and Management

Description of charity's trusts:		<b>N/A</b>
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Constitution as from time to time adopted or amended at Annual General Meeting.</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>Appointed by Committee</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	<b>There are policies covering all major procedures relating to the Charity's operation. These are available at any time on request.</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>The Charity is subject to overall control by a Committee, with day-to-day management by a Manager and a Deputy Manager. All activities are "risk managed" and governed by written procedures for minimising risk, while still providing children with interesting and challenging activities.</b>
Relationship with any related parties	Para 1.51	<b>N/A</b>
Other		

### Reference and Administrative details

Charity name	Ermington Pre School Unit
Other name the charity uses	N/A
Registered charity number	1034037

Charity's principal address	The Lodge School Road Ermington, Ivybridge PL21 9NH

## 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	Katherine Toms	Chair		Pre School Committee
2	Peter Thurley	Treasurer		Pre School Committee
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

## 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	
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)

Manager - Sarah Foulis  
Deputy Manager - Cathryn Isaac

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

## Other optional information

--

## Declarations

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

Signed on behalf of the charity's trustees

**Signature(s)**

K L Toms

**Full name(s)**

Katherine Lindsay Toms

**Position (eg  
Secretary, Chair, etc)**

Chair

**Date**

01 July 2020

## Profit and loss and balance sheet fo

### Profit and loss report

#### **INCOME**

Funding	£	77,820.74
Fees	£	16,666.96
Donations	£	100.00
Grants	£	-
Kids Club	-£	93.24
Fundraising	£	1,429.47
Misc	£	-
Interest	£	31.65
BFL - Old fees	£	278.40
Blank	£	-

#### **EXPENDITURE**

Wages  
HMRC  
Equipment  
Snack/Food  
Fundraising  
Phone/Internet  
Training/Uniform  
Rent  
Repairs/Maintenance  
Insurance  
Payroll/Auditing  
Children Activities  
Advertising  
Computer costs  
Ofsted/DBS  
Subscriptions  
Debt collection  
Trips  
Sundry expenses

Total                    £    96,233.98  
Total                    £    96,233.98

total  
total

Profit/Loss

**for Ermington Pre-school**

**1st September 2019 to 31st August 2020**

£ 67,035.27  
£ 595.68  
£ 2,633.71  
£ 726.71  
£ 289.62  
£ 1,269.19  
£ 727.56  
£ 2,212.00  
£ 869.86  
£ 770.09  
£ 671.68  
£ 1,825.00  
£ 120.00  
£ 1,274.98  
£ 63.00  
£ 285.37  
£ 500.00  
£ 221.10  
£ 323.44

£ 82,414.26  
£ -

£ 13,819.72

Balance sheet

**ACCOUNTS** Current Account bfwd  
Deposit Account bfwd

Profit/loss for the yr  
Closing cash position

BANK

ACCOUNT  
Current Account  
Deposit Account

TOTAL

£2,488.51  
£53,696.24

£13,819.72  
£70,004.47

£13,280.14  
£56,724.33

£70,004.47

# Independent examiner's report on the accounts



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Section A

## Independent Examiner's Report

**Report to the trustees/ members of**

Charity Name  
Ermington Pre-school

**On accounts for the year ended**

31<sup>st</sup> August 2020

**Charity no (if any)**

1034037

**Set out on pages**

2 remember to include the page numbers of additional sheets)

**Respective responsibilities of 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 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

- ☐ examine the accounts under section 145 of the Charities Act,
- ☐ to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- ☐ to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with 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 the 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 (other than that disclosed below \*)

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 Charities Act; and
  - ☐ to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave 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.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

NAHooper

**Date:**

2<sup>nd</sup> July 2021

**Name:**

Nicola Hooper

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

FMAAT

**Address:**

21 Cherry Tree Close

Exeter

Devon EX4 5AT

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.(E.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees' annual report.)



**Give here brief details of any items that the examiner wishes to disclose.**