



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01 Aug 2020 to 31 July 2021

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	Pre School Education for children aged 2 to 5.
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	Providing 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. Our mission statement is “equipping every child for a world they will discover.”
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We confirm that the trustees have had regard to the Charity Commission’s guidance on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We do not make grants to other organisations
Policy on social investment including program related investment	Para 1.38	We have no investments and we do not take part in social investments or program related investments.
Contribution made by volunteers	Para 1.38	Volunteers work in administration and fundraising. All volunteers are enhanced DBS checked and vetted for suitability following Safer Recruitment procedures
Other		None

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>Excellent financial performance by continuing to operate at full capacity.</p> <p>New members of staff recruited and all staff received a pay rise in line with inflation (at the time).</p> <p>Continued to remain open and provide care for children of key workers during various lockdown periods and school closures.</p> <p>Stayed open throughout the whole pandemic, supporting vulnerable families and critical care workers. Supported families virtually during the pandemic using regular Zoom sessions, and Tapestry.</p> <p>Followed ever-changing COVID policies by keeping up to date and giving clear and safe guidance to staff and families throughout.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>Aimed to be operating at full capacity by the end of the autumn term. This was achieved before the Autumn Half Term break.</p> <p>Staff training has continued, focusing on curiosity-led learning and SEN.</p> <p>New staff have been recruited, relieving some of the pressure on the Manager and Deputy Manager.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>Fundraising has resumed on a small scale, but continued to be disrupted in the early part of the financial year. We successfully ran two small events and an end of term party. Careful financial management resulted in a surplus which has been reinvested in new resources for the children, including a purpose-built water wall for the outdoor area.</p> <p>Seamoor Lotto, Easy Fundraising, Class Fundraising and Amazon Smile continue to bring funds in.</p>

		We also received a donation from the closure of Ermington Kids Club.
Investment performance against objectives	Para 1.41	We have no investments
Other		None

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Our financial position is good. We have not used any of our reserves and have been able to add to them.</p> <p>Fundraising was somewhat impacted by the ongoing pandemic disruption during this year but not to the same extent as 2019/20. It is now recovering.</p> <p>Accounts have been independently examined in accordance with general Directions given by the Charity Commission and have been submitted as part of our annual report.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	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.
Amount of reserves held	Para 1.22	£13,500
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

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>Funding for core activities is from EYEF and 2-Year Funding, with unfunded time being charged at cost to parents.</p> <p>Other income comes from various fundraising activities.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A

<p>A description of the principal risks facing the charity</p>	<p>Para 1.46</p>	<p>Fundraising is likely to continue to be difficult over the coming years due to cost of living crisis.</p> <p>Recruitment to committee continues to be difficult – parents simply do not have the time to be active committee members. A member of the committee also had to be removed during 2020-21, highlighting the dangers that are present even with careful vetting and DBS checks.</p> <p>Alternative business models for operating the pre-school are now being explored.</p>
<p>Other</p>		<p>Objectives for 2021-22</p> <p>Upgrade computer systems for admin Continue to develop staff training, with particular focus on ASD and Makaton.</p> <p>Invest in outside areas, with a new water wall and mud kitchen currently proposed.</p>

Structure, Governance and Management

Description of charity's trusts:		N/A
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	Constitution as from time to time adopted or amended at Annual General Meeting.
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	Appointed by Committee

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	There are policies covering all major procedures relating to the Charity's operation. These are available at any time on request.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	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.
Relationship with any related parties	Para 1.51	N/A
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, Ermington Primary School 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	Nicholas Toms	Treasurer	1 Oct 2020 to present	Pre School Committee
3	Gemma McClements			Pre School Committee
4				
5				
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16				
17				
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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	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	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

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

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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)	K L Toms	
Full name(s)	Katherine Lindsay Toms	
Position (eg Secretary, Chair, etc)	Chair	
Date	25 July 2021	

ERMINGTON PRESCHOOL PROFIT AND LOSS 1ST
SEPTEMBER 2020 TO 31ST AUGUST 2021

INCOME

FUNDING	£ 74,768.86
FEES	£ 28,509.37
OTHER	£ 1,205.29
	£ -
INTEREST	£ 5.67
	£ -
KIDS CLUB TRANS	£ 849.50
	£105,338.69

INCOME	£ 105,338.69
EXPENDITURE	£ 89,485.49
SURPLUS	£ 15,853.20

EXPENDITURE

WAGES	£ 75,305.72
INSURANCE	£ 1,268.81
TRAINING	£ 590.37
EQUIPMENT	£ 3,319.78
LUNCH	£ 2,652.18
PAYROLL	£ 354.00
OTHER	£ 5,994.63
	£ 89,485.49

BALANCE SHEET

ACCOUNTS

OPENING BALANCE	
SURPLUS	
CLOSING BALANCE	

BANK	
BUSINESS	
SAVING	

LIABILITY	
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IEET

£ 70,004.47

£ 15,853.20

£ 85,857.67

£ 29,127.67

£ 56,730.00

£ -

£ -

£ 85,857.67

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

31st August 2021

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 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.

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

Signed:

N A Hooper

Date:

2nd July 2022

Name:

Nicola Hooper

Relevant professional qualification(s) or body (if any):	FMAAT
Address:	21 Cherry Tree Close
	Exeter
	Devon EX4 5AT

Section B	Disclosure
	<p>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.)</p>

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