



|  |                        |
|--|------------------------|
| Charity Name<br><b>CLIFFE PRE-SCHOOL</b> | No (if any)<br>1034185 |
|--|------------------------|

**CC16a**

## Receipts and payments accounts

|                        |                                 |    |                               |
|------------------------|---------------------------------|----|-------------------------------|
| For the period<br>from | Period start date<br>01/04/2020 | To | Period end date<br>31/03/2021 |
|------------------------|---------------------------------|----|-------------------------------|

### Section A Receipts and payments

|  | Unrestricted<br>funds<br>to the nearest £ | Restricted<br>funds<br>to the nearest £ | Endowment<br>funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|--|---|---|--|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                             |   |   |  |                                 |                               |
| Fees - Pre-School                              | 3,477                                     | -                                       | -                                      | 3,477                           | 17,385                        |
| NYCC Fee Income                                | 36,670                                    | -                                       | -                                      | 36,670                          | 29,798                        |
| Fundraising                                    | 535                                       | -                                       | -                                      | 535                             | 3,210                         |
| Donations                                      | 2,274                                     | -                                       | -                                      | 2,274                           | 3,436                         |
| Bank Interest Received                         | 4   | -                                       | -                                      | 4                               | 10                            |
| Sundry income                                  | 188                                       | -                                       | -                                      | 188                             | 97                            |
| Coronavirus Job Retention Scheme               | 5,356                                     | -                                       | -                                      | 5,356                           | -                             |
|  | -   | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                               | <b>48,504</b>                             | <b>-</b>                                | <b>-</b>                               | <b>48,504</b>                   | <b>53,936</b>                 |
| <b>A2 Asset and investment sales, etc.</b>     | -   | -                                       | -                                      | -                               | -                             |
| <b>Total receipts</b>                          | <b>48,504</b>                             | <b>-</b>                                | <b>-</b>                               | <b>48,504</b>                   | <b>53,936</b>                 |
| <b>A3 Payments</b>                             |   |   |  |                                 |                               |
| Wages  | 34,106                                    | -                                       | -                                      | 34,106                          | 38,551                        |
| Rent   | 577                                       | -                                       | -                                      | 577                             | 577                           |
| Toys and Equipment                             | 1,203                                     | -                                       | -                                      | 1,203                           | 1,261                         |
| Trips and Parties                              | -   | -                                       | -                                      | -                               | 60                            |
| Insurance                                      | 971                                       | -                                       | -                                      | 971                             | 864                           |
| Stationery and Adverts                         | 299                                       | -                                       | -                                      | 299                             | 374                           |
| Activity Expenses                              | -   | -                                       | -                                      | -                               | 470                           |
| Sundries and Course Fees                       | 1,590                                     | -                                       | -                                      | 1,590                           | 900                           |
| Accountancy and Payroll                        | 538                                       | -                                       | -                                      | 538                             | 600                           |
| Legal Fees                                     | -   | -                                       | -                                      | -                               | -                             |
| Electricity                                    | 1,065                                     | -                                       | -                                      | 1,065                           | 922                           |
| Telephone                                      | 472                                       | -                                       | -                                      | 472                             | 384                           |
| Rates  | 161                                       | -                                       | -                                      | 161                             | 252                           |
| Maintenance and Cleaning                       | 1,649                                     | -                                       | -                                      | 1,649                           | 6,165                         |
|  | -   | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                               | <b>42,631</b>                             | <b>-</b>                                | <b>-</b>                               | <b>42,631</b>                   | <b>51,380</b>                 |
| <b>A4 Asset and investment purchases, etc.</b> | -   | -                                       | -                                      | -                               | -                             |
| <b>Total payments</b>                          | <b>42,631</b>                             | <b>-</b>                                | <b>-</b>                               | <b>42,631</b>                   | <b>51,380</b>                 |
| <b>Net of receipts/(payments)</b>              | <b>5,873</b>                              | <b>-</b>                                | <b>-</b>                               | <b>5,873</b>                    | <b>2,556</b>                  |
| <b>A5 Transfers between funds</b>              | -   | -                                       | -                                      | -                               | -                             |
| <b>A6 Cash funds last year end</b>             | <b>17,411</b>                             | -                                       | -                                      | <b>17,411</b>                   | <b>14,855</b>                 |
| <b>Cash funds this year end</b>                | <b>23,284</b>                             | <b>-</b>                                | <b>-</b>                               | <b>23,284</b>                   | <b>17,411</b>                 |

## 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 £ |
|----------------------|--|---------------------------------|-------------------------------|------------------------------|
| <b>B1 Cash funds</b> | Santander Current Account                              | 20,101                          | -                             | -                            |
|                      | Santander Savings Account                              | 3,061                           | -                             | -                            |
|                      | Cash in Hand   | 122                             | -                             | -                            |
|                      | <b>Total cash funds</b>                                | <b>23,284</b>                   | <b>-</b>                      | <b>-</b>                     |
|                      | (agree balances with receipts and payments account(s)) | OK                              | OK                            | OK                           |

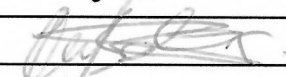
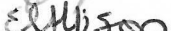
|                                 | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---------------------------------|---------|---------------------------------|-------------------------------|------------------------------|
| <b>B2 Other monetary assets</b> |         | -                               | -                             | -                            |
|                                 |         | -                               | -                             | -                            |
|                                 |         | -                               | -                             | -                            |
|                                 |         | -                               | -                             | -                            |
|                                 |         | -                               | -                             | -                            |
|                                 |         | -                               | -                             | -                            |

|                             | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|-----------------------------|-----------------|--------------------------|
| <b>B3 Investment assets</b> |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |

|   | Details  | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|----------|-----------------------------|-----------------|--------------------------|
| <b>B4 Assets retained for the charity's own use</b> | Premises |                             | 44,140          | -                        |
|   |          |                             | -               | -                        |
|   |          |                             | -               | -                        |
|   |          |                             | -               | -                        |
|   |          |                             | -               | -                        |
|   |          |                             | -               | -                        |
|   |          |                             | -               | -                        |
|   |          |                             | -               | -                        |
|   |          |                             | -               | -                        |

|                       | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|---------------------|
| <b>B5 Liabilities</b> |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |

Signed by one or two trustees on behalf of all the trustees

| Signature   | Print Name    | Date of approval |
|---|---------------|------------------|
|  | Jamie Baker   | 21/1/22          |
|  | Emily Allison | 21/1/22          |



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
CLIFFE PRE-SCHOOL

On accounts for the year  
ended

31/03/2021

Charity no  
(if any) 1034185

Set out on pages

1 – 2

Respective  
responsibilities of  
trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed. It is my responsibility to:

- examine the accounts (under section 43 of the Act, as amended),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), 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 I do not express an audit opinion on the accounts.

Independent  
examiner's statement

- In the course of my examination, no matter has come to my attention
1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
    - proper accounting records are kept (in accordance with section 41 of the Act); and
    - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; 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:

Date: 15/11/2021

Name:

Michael Joseph Shepherd

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

F.C.C.A.

Address:

KTC Accountants, 80 West View, Barlby Road, Selby,  
North Yorkshire, YO8 5BD.

Only complete if the examiner needs to highlight material problems.

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



# Trustees' Annual Report for the period

| From |  | Period start date |       |      | To |  | Period end date |       |      |
|------|--|-------------------|-------|------|----|--|-----------------|-------|------|
|      |  | Day               | Month | Year |    |  | Day             | Month | Year |
|      |  | 01                | 04    | 2020 |    |  | 31              | 03    | 2021 |

## Reference and administration details

Charity name **CLIFFE PRE-SCHOOL**

Other names charity is known by

Registered charity number (if any) **1034185**

Charity's principal address

The Portakabin

Main Street

Cliffe, Selby, North Yorkshire

Postcode

**YO8 6NN**

## 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  | Emily Allison      | Chair           |                                   |   |
| 2  | Phillipa Brockway  | Secretary       |                                   |   |
| 3  | Sarah Outhwaite    | Treasurer       | 01.04.20 to 06.10.20              |   |
| 4  | Nicola Firth       | Trustee         | 01.04.20 to 06.10.20              |   |
| 5  | Emma Robinson      | Trustee         | 01.04.20 to 06.10.20              |   |
| 6  | Danielle Appleyard | Trustee         |                                   |   |
| 7  | Vicki Chapman      | Trustee         |                                   |   |
| 8  | Jamie Baker        | Treasurer       | 06.10.20 onwards                  |   |
| 9  | Jessica Fitzgerald | Trustee         | 06.10.20 onwards                  |   |
| 10 |                    |                 |                                   |   |
| 11 |                    |                 |                                   |   |
| 12 |                    |                 |                                   |   |
| 13 |                    |                 |                                   |   |
| 14 |                    |                 |                                   |   |
| 15 |                    |                 |                                   |   |
| 16 |                    |                 |                                   |   |
| 17 |                    |                 |                                   |   |
| 18 |                    |                 |                                   |   |
| 19 |                    |                 |                                   |   |

## 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 advisor | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

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

|  |
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|  |
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## Structure, governance and management

### Description of the charity's trusts

|   |   |
|---|---|
| Type of governing document<br>(eg. trust deed, constitution)        | Preschool Learning Alliance Constitution 2011 |
| How the charity is constituted<br>(eg. trust, association, company) | Association                                   |
| Trustee selection methods<br>(eg. appointed by, elected by)         | Appointed by election at AGM                  |

### 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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## Objectives and activities

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

To enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

**Summary of the main activities in relation to these objects**

- ❑ To provide quality care and education for pre-school children and support their families,
- ❑ To create a developmentally appropriate curriculum to meet the needs of each individual child in order to meet the early learning goals of the Early Years Foundation Stage framework,
- ❑ To offer a relaxed and friendly atmosphere where children can play and make friends,
- ❑ Offer children and their parents a service which promotes equality and values diversity; and
- ❑ Add to the life and well-being of its local community.

**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

**Achievements and performance**

## Achievements and performance

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

The committee and staff continue to work positively together for continuous improvement in the day to day delivery of provision, supported by effective policies and procedures, parent partnerships and fundraising efforts.

## Financial review

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

Reserves are maintained at such a level as to ensure the day to day activities of the charity can be continued without financial pressure.

**Details of any funds materially in deficit**

N/A

**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.

The preschool receives funds both through fee income and through donations and fundraising.

The preschool aims to offer an inclusive provision. Fundraising and donations have again contributed towards core costs allowing the provision to be affordable and accessible to as many local families as possible.

We encourage parents to take an active role within their child's education and regular parent volunteers during sessions continues to play a key supportive role in working in partnership to deliver a quality provision.

## Other optional information

Regarding future planning the team plans to focus on:

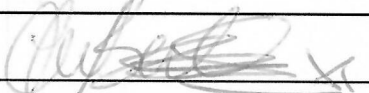
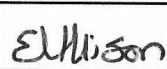
- Sourcing some phonics training for staff.
- Looking at other avenues for income such as grants as obviously our fundraising has not happened due to covid.
- Enhancing and developing key specific training around language development as we are seeing an influx of children who have gaps, and we feel that if we could offer a more specialised programme, we could help these children more quickly and close that attainment gap quicker. Due to changes at North Yorkshire and services limited speech and language wait can be quite long and we need the earliest intervention as possible.
- Looking at some future advertising to ensure we have a constant stream of children and reach a wider audience, as some families may not know we are here and that's such a shame as we are one of the only outstanding settings in the area.
- Continuing to provide excellent high-quality care and have preschool remain in a strong position.
- Looking at partnerships, strong committee involvement, staff appreciation, what we as a setting can offer that's different from any other setting what makes us unique.
- This last year we have developed within these areas, but this still ongoing work. We have had restrictions at the beginning of the year and we are now in the winter months, so are waiting for the weather to improve to continue to spend the remainder of parish council money.

We feel preschool is in a very good financial position and we are very lucky to have survived considering all the implications we have faced.

## Declaration

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

Signed on behalf of the charity's trustees

|                                     |   |   |
|-------------------------------------|---|---|
| Signature(s)                        |  |  |
| Full name(s)                        | Jamie Baker   | Emily Allison   |
| Position (eg secretary, chair, etc) | Treasurer   | Chair   |

Date

1 January 2022