



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **1st Sep 2020** Period start date To **31st August 2021**
Period end date

Charity name: Olney Pre-School

Charity registration number: 1039667

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Provide pre-school facilities for children aged two to four years old
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	Pre-school
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had guidance issued by the Charity Commission

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

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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	The Pre-School continues to provide outstanding pre-school provision predominantly for children in the local community. It provides extra support for students with special and complex educational needs.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity is a not for profit organisation and is in a healthy financial position
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held for potential redundancies and potential continuing costs
Amount of reserves held	Para 1.22	£77000
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

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	Nursery Education Funding and Parent
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	Lack of students or a drop in government funding would put the pre school in a difficult financial position.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	
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	Trustees are nominated, seconded and elected at the AGM.

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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Olney Pre-School
Other name the charity uses	
Registered charity number	1039667
Charity's principal address	The Olney Centre, High Street, Olney, MK46 4EF

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	Edward Daynes	Chairperson		
2	Jacqui Konkol	Secretary		
3	Elena Hill	Treasurer		
4				
5				
6				
7				
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20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

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)

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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)	<i>Edward Daynes</i>	
Full name(s)	Edward Daynes	
Position (eg Secretary, Chair, etc)	Chair	
Date	28/05/2022	

OLNEY PRE-SCHOOL

**INCOME AND EXPENDITURE ACCOUNT AS AT
31 August 2021**

Year to 31/08/2020

INCOME

Parent Fees	£	10,019.77	£	10,626.00
Nursery Education Funding	£	128,705.67	£	120,405.61
SEN funding	£	1,057.08	£	1,161.00
EYPP	£	1,241.52	£	1,237.03
	£	<u>141,024.04</u>	£	<u>133,429.64</u>
 Bank Interest	£	 6.23	£	 349.09
	£	<u>141,030.27</u>	£	<u>133,778.73</u>

LESS EXPENDITURE

Admin Exp	£	206.90	£	192.57
AGM	£	-	£	21.15
Auditor	£	26.00	£	19.55
Bank Charges	£	-	£	-
Consumables - food	£	714.25	£	618.93
Equipment	£	1,329.49	£	248.98
Fixtures & Fittings	£	395.47	£	59.94
Group Mem	£	224.00	£	243.20
EYPP expenditure	£	1,319.16	£	717.02
Insurance	£	805.99	£	805.99
Maintenance	£	58.80	£	-
Ofsted/DBS	£	263.68	£	243.30
Photocopier	£	591.27	£	467.41
Computers	£	8.39	£	8.39
Photos	£	323.62	£	124.00
Rent	£	8,353.36	£	8,120.04
SEN expenditure	£	48.82	£	0
Stationery, craft, cleaning	£	2,191.55	£	2,536.74
Telephone and broadband	£	547.98	£	529.79
Training	£	1,069.80	£	426.55
Wages	£	107,108.23	£	100,516.70
SEN hours	£	1,321.29	£	1,981.67
Cleaner	£	2,819.88	£	2,208.20
Misc	£	221.50	£	1074.4
	£	<u>129,949.43</u>	£	<u>121,164.52</u>

SURPLUS/DEFICIT

£	<u>11,080.84</u>	£	<u>12,614.21</u>
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CAPITAL EXPENDITURE

IT	£	1,074.65		
Kitchen	£	-	£	8,053.15
	£	<u>1,074.65</u>	£	<u>8,053.15</u>

OVERALL SURPLUS/DEFICIT

£	<u>10,006.19</u>	£	<u>4,561.06</u>
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OLNEY PRE-SCHOOL FUNDRAISING
INCOME AND EXPENDITURE ACCOUNT AS AT 31-Aug-21

INCOME

Year to 31/08/2020

Sponsored pancake races	£	-	£	-
Dickens	£	-	£	286.41
Tshirts/Gym Bags	£	430.50	£	465.00
School Photos	£	-	£	50.00
Christmas raffle	£	-	£	188.01
Label commission	£	6.16	£	-
Tea towels	£	265.17	£	208.40
Donations	£	66.00	£	-
	£	<u>767.83</u>	£	<u>1,197.82</u>

LESS EXPENDITURE

Tshirts/Gym Bags	£	415.00	£	348.25
Party and outings	£	108.43	£	283.03
Mobile	£	60.00	£	32.00
Equipment from fundraising	£	-	£	-
Toys from fundraising	£	213.59	£	403.02
	£	<u>797.02</u>	£	<u>1,066.30</u>

SURPLUS

	<u><u>-£</u></u>	<u><u>29.19</u></u>	£	<u><u>131.52</u></u>
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Fundraising Account B/f	£	2,747.32	£	2,615.80
Surplus(Deficit)	-£	29.19	£	131.52
Fundraising Account as at 31-Aug-21	£	2,718.13	£	2,747.32

OLNEY PRE-SCHOOL
BALANCE SHEET AS AT 31-Aug-21

Current Assets

Deposit Account	£	62,312.62
Current Account	£	67,706.34
Cash	£	699.46
	£	<u>130,718.42</u>

Year to 31/08/2020

	£	62,306.39
	£	57,911.45
	£	<u>523.58</u>
	£	<u>120,741.42</u>

Financed by:(01/09/20)

Capital b/f

Redundancy Fund	£	34,000.00
Terms Running Costs	£	38,000.00
Operating Capital	£	41,593.93
SEN brought forward	£	3,645.79
EYPP brought forward	£	754.38
Fundraising Fund	£	2,747.32
	£	<u>120,741.42</u>

	£	34,000.00
	£	38,000.00
	£	36,344.16
	£	4,466.46
	£	622.42
	£	<u>2,615.80</u>
	£	<u>116,048.84</u>

Surplus (Operating Costs)	£	11,080.84
Surplus (fundraising)	-£	29.19
Capital expenditure	-£	<u>1,074.65</u>
	£	<u>130,718.42</u>

	£	12,614.21
	£	131.52
	-£	<u>8,053.15</u>
	£	<u>120,741.42</u>

SEN funding

SEN brought forward	£	3,645.79
SEN income	£	1,057.08
SEN expenditure	-£	<u>1,370.11</u>

	£	4,466.46
	£	1,161.00
	-£	<u>1,981.67</u>

SEN balance £ 3,332.76

£ 3,645.79

EYPP

EYPP brought forward	£	754.38
EYPP income	£	1,241.52
EYPP expenditure	-£	<u>1,319.16</u>

	£	622.42
	£	1,237.03
	-£	<u>1,105.07</u>

EYPP balance £ 676.74

£ 754.38



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Olney Pre School Charity

**On accounts for the year
ended**

31 August 2021

**Charity no
(if any)**

1039667

Set out on pages

3-4

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 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 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 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.

Signed:

Date:

27/6/2022

Name:

Miss Frances Louise Tock

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

Fellow Member of Association of Chartered Certified Accountants.

Address:

26 Carey Way

Olney

MK46 4DR

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.

Olney Pre School Charity

General Income & Expenditure Accounts for the year to 31 August 2021

	2021	2020
Parent Fees	10,020	10,626
Voucher fees	128,706	120,406
Bank Interest received	6	349
	<u>138,732</u>	<u>131,381</u>
Less expenditure		
Wages	107,108	98,768
Staff training	1,070	941
Staff meetings	-	1,234
Rent of premises	8,353	8,120
Telephone & internet costs	548	530
Administration and AGM costs	207	214
Consumables & stationary etc	2,906	3,156
Photocopier costs	591	467
Sundry fixtures & computing costs	404	68
Insurance	806	806
Photographs	324	124
Cleaner	2,820	2,208
Maintenance	59	
Sundry items	248	1,094
Ofsted & DBS fees	264	243
Subscriptions	224	243
	<u>-</u>	<u>-</u>
Surplus in the year	125,931	118,217
Less	12,801	13,164
Equipment expenditure	£1,329.49	249
Allocation of funds to:		
SEN	£1,074.65	8,053
Potential redundancy costs	0	-
Running costs	0	-
	<u>-</u>	<u>-</u>
	2,404	8,302
	<u>10,397</u>	<u>4,862</u>
Balance b/wd	41,206	36,344
Balance c/wd	51,603	41,206

Olney Pre School Charity

Fundraising in the year to 31 August 2021

		2021	2020
Events held			
Sponsored pancake races		-	£-
Dickens		-	286
Tshirts/Gym Bags	gross income	431	465
	purchases & cost	- 415	- 348
Commission on school photos		16	117
Christmas raffle		-	50
Tea Towels		265	188
Label commissions		6	512
Donations		66	£-
		353	1,153
Less			
Party and outings/Fun Day	108	283	
Mobile	60	32	
School equipment purchased	-	-	
Tea Towels		304	
Toys from fundraising	214		
Tshirts/Gym Bags	- 382	403	- 1,022
	- 29		132
Balance brought forward	2,748		2,616
Balance carried forward	2,718		2,748
SEN ACCOUNT			
Income from DAF	1,057		1,161
Designated transfer from general funds			8,053
	1,057		9,214
Expenditure on additional staffing costs	- 1,370		- 1,982
Net movement in year	- 313		7,232
EYPP ACCOUNT			
Income	1,242		1,237
Expenditure on disadvantaged children	- 1,319		- 717
Net increase in funds held	- 78		520

Olney Pre School Charity

Balance sheet as at 31 August 2021

	2021	2020
Current assets		
Bank deposit account	62,313	62,306
Bank current account	67,706	57,911
Cash held at year end	699	524
	<u>130,718</u>	<u>120,741</u>
Financed by		
<u>Designated Reserves & Provisions</u>		
Potential redundancy costs	34,000	34,000
Potential continuing costs	38,000	38,000
SEN	3,333	3,646
EYPP	1,064	1,142
	<u>76,397</u>	<u>76,788</u>
General funds		
Fundraising	2,718	2,748
General	51,603	41,206
	<u>130,718</u>	<u>120,742</u>