



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **1<sup>st</sup> September 2020 to 31<sup>st</sup> August 2021**

**Charity name: Chacewater Playgroup – Stepping Stones (Chacewater)**

**Charity registration number:**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The aims of the Pre-school are to enhance the development and education of children primarily 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 those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The aims of the Pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:</p> <ul style="list-style-type: none"><li>a) offering appropriate play, education and care facilities, family learning and extended hour groups, together with the right of parents to take responsibility for and to become involved for all children whatever their race, culture, religion, means and ability.</li><li>b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local area.</li><li>c) instigation and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.</li></ul>
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 reviewed the guidance issued by the Charity Commission with regard to public benefit but the year has been difficult due to the effects of Covid19.

### 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		

## 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	Despite having to closures during the year due to Covid19, the Pre-school has provided a full service to the children in our care when permitted. We received full funding from our funding body. Two members of staff have left our employment. No major fundraising events or other community events have been held due to Covid19 restrictions.

### 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	Continued funding by the local authority throughout the year ensured the Pre-school remained viable ready to reopen when permitted.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves held at a level to enable the Pre-school to be a responsible employer while at the same time ensuring that equipment and facilities are updated/refurbished as necessary.
Amount of reserves held	Para 1.22	£ 15,000
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	
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	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Pre-school Learning Alliance model pre-school constitution.
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Unincorporated association
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	Elected by parents at 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	Chacewater Playgroup
Other name the charity uses	Stepping Stones Pre-school
Registered charity number	1043234
Charity's principal address	Parish Rooms Falmouth Road Chacewater TRURO TR4 8LP



## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	none
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)

Mrs Kirsty Chapman - manager
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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>SPearce</i>	<i>KmChapman</i>
Full name(s)	Sandra Pearce	Kirsty Marie Chapman
Position (eg Secretary, Chair, etc)	Trustee	
Date	<i>2-3-22</i>	





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Chacewater Playgroup  
Stepping Stones Pre-school

No (if any)  
1043234

## Receipts and payments accounts

CC16a

For the period from	Period start date 1st September 2020	To	Period end date 31st August 2021
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### 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 £
<b>A1 Receipts</b>					
Funding	42,076	-	-	42,076	62,939
Fees, vouchers & enrolment	4,324	-	-	4,324	8,275
Milk funding	287	-	-	287	462
Donations	-	-	-	-	-
Fundraising	647	-	-	647	271
Sundry	33	-	-	33	175
Bank interest	3	-	-	3	9
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>47,370</b>	<b>-</b>	<b>-</b>	<b>47,370</b>	<b>72,131</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>47,370</b>	<b>-</b>	<b>-</b>	<b>47,370</b>	<b>72,131</b>
<b>A3 Payments</b>					
Salaries	42,784	-	-	42,784	55,269
Fees & services	3,461	-	-	3,461	1,852
Office costs	1,683	-	-	1,683	681
Lease payments etc.	2,350	-	-	2,350	4,093
Uniform & staff costs	388	-	-	388	-
Consumables	435	-	-	435	373
Sundry	-	-	-	-	196
Fundraising	-	-	-	-	120
	-	-	-	-	-
<b>Sub total</b>	<b>51,101</b>	<b>-</b>	<b>-</b>	<b>51,101</b>	<b>62,584</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Equipment	3,081	-	-	3,081	1,137
	-	-	-	-	-
<b>Sub total</b>	<b>3,081</b>	<b>-</b>	<b>-</b>	<b>3,081</b>	<b>1,137</b>
<b>Total payments</b>	<b>54,182</b>	<b>-</b>	<b>-</b>	<b>54,182</b>	<b>63,721</b>
<b>Net of receipts/(payments)</b>	<b>- 6,812</b>	<b>-</b>	<b>-</b>	<b>- 6,812</b>	<b>8,410</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	31,330	-	-	31,330	22,920
<b>Cash funds this year end</b>	<b>24,518</b>	<b>-</b>	<b>-</b>	<b>24,518</b>	<b>31,330</b>





**Section A**

**Independent Examiner's Report**

<b>Report to the trustees/ members of</b>	Charity name Chacewater Playgroup – Stepping Stones (Chacewater)		
<b>On accounts for the year ended</b>	31 <sup>st</sup> August 2021	<b>Charity no (if any)</b>	1043234
<b>Set out on pages</b>	2		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31<sup>st</sup> August 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 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:**

17<sup>th</sup> February 2022

**Name:**

Malcolm Heard

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

FFA, FAIA

**Address:**

33 Trevoise Close

St Agnes

TR5 0SN

**Section B**

**Disclosure**

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.