



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## **Trustees' Annual Report for the period**

**From** 1<sup>st</sup> September 2022 to 31<sup>st</sup> August 2023

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

**Charity registration number:** 1043234

## **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.

### **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	Preschool has provided a full service this year. We have had a high intake of children and a good amount of government funding with more children able to claim 30 hours and we have had successful fundraising events such as our Christmas Fete and Sponsored bunny hop.

### 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.
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



**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	Alina Dicker	Chair		
2	Hannah Eddy	Secretary	From 19/10/2022	
3	Shelley Holden	Treasurer	From 19/10/2022	
4	Natalie Ellis	Fundraising	From 19/10/2022	
5	Stacey Bennett	Fundraising	From 19/10/2022	
6	Christina Martin	Secretary	Until 18/10/2022	
7	Ayla Davidson	Treasurer	Until 18/10/2022	
8	Emily Michell	Fundraising	Until 18/10/2022	
9	Holly Seymour	Fundraising	Until 18/10/2022	
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
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	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

## 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>S Pearce</i>	<i>Km Chapman</i>
Full name(s)	Sandra Pearce	Kirsty Marie Chapman
Position (eg Secretary, Chair, etc)	Trustee	Manager
Date	<i>25/3/2024</i>	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Chacewater Playgroup  
Stepping Stones Pre-school

No (if any)  
1043234

CC16a

## Receipts and payments accounts

For the period from	Period start date 1st September 2022	To	Period end date 31st August 2023
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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	50,913	-	-	50,913	37,850
Fees, vouchers & enrolment	20,359	-	-	20,359	16,905
Milk funding	513	-	-	513	402
Donations	1,000	-	-	1,000	1,989
Fundraising	1,430	-	-	1,430	340
Sundry	376	-	-	376	-
Bank interest	77	-	-	77	2
		-	-	-	-
<b>Sub total</b> (Gross income for AR)	74,668	-	-	74,668	57,488
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	74,668	-	-	74,668	57,488
<b>A3 Payments</b>					
Salaries	53,625	-	-	53,625	46,160
Fees & services	2,424	-	-	2,424	5,501
Office costs	1,425	-	-	1,425	1,412
Lease payments etc.	4,426	-	-	4,426	4,578
Uniform & staff costs	613	-	-	613	80
Consumables	815	-	-	815	1,123
Sundry	-	-	-	-	-
Fundraising	446	-	-	446	64
	-	-	-	-	-
<b>Sub total</b>	63,774	-	-	63,774	58,918
<b>A4 Asset and investment purchases, (see table)</b>					
Equipment	3,965	-	-	3,965	4,501
	-	-	-	-	-
<b>Sub total</b>	3,965	-	-	3,965	4,501
<b>Total payments</b>	67,739	-	-	67,739	63,419
<b>Net of receipts/(payments)</b>	6,929	-	-	6,929	5,931
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	18,587	-	-	18,587	24,518
<b>Cash funds this year end</b>	25,516	-	-	25,516	18,587



## 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>	Reserve bank account	15,093	-	-
	Bank current account	10,423	-	-
	Cash	-	-	-
	<b>Total cash funds</b>	<b>25,516</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

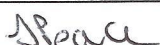

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

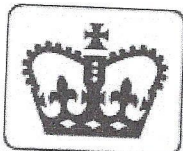
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

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

	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
	Sandra Pearce	25/3/24
	Kirsty Marie Chapman	25-3-24



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

Chacewater Playgroup – Stepping Stones (Chacewater)

On accounts for the year  
ended

31<sup>st</sup> August 2023

Charity no  
(if any)

1043234

Set out on pages

2

(remember to include the page numbers of additional sheets)

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 2023.

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").

Independent  
examiner's statement

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.

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: 13<sup>th</sup> March 2024

Name:

Malcolm Heard

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

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.