



Trustees' Annual Report for the period

Period start date			Period end date				
From	Day	Month	Year	To	Day	Month	Year
	06	Sept	2019		05	Sept	2020

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

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	Rebecca Morris	Chair		
2	Sophie Goodchild	Vice Chair		
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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 adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Mayfield Pre-School is governed by its constitution

How the charity is constituted
(eg. trust, association, company)

Management Committee, as an unincorporated association

Trustee selection methods
(eg. appointed by, elected by)

Elected by members 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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Section C Objectives and activities

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

The primary aim of the charity is to enhance the development and education of children under statutory school age, primarily those living within the parish of Mayfield, East Sussex.

In setting our objectives and planning our activities for the year, we kept in mind the Charity Commission guidance on public benefit at our trustees meetings. The focus of our activities remains the enhancement of the education of the children in line with the EYFS.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

We are heavily reliant on the fundraising activities of our volunteer committee, without which we would not be in a position to offer the same level of care and education we currently provide.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Despite COVID, we have managed to stay afloat - with the support of ESCC who honoured our government funding and donations from our community.

Section E Financial review

Brief statement of the charity's policy on reserves

The pre-school aims to maintain sufficient reserves to cover the basic annual running costs, in case of loss of government funding. Reserves are reviewed continuously throughout the year.

Details of any funds materially in deficit

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.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s) Rebecca Morris

Full name(s) Rebecca Morris

Position (eg Secretary, Chair, etc) Chair

Date 22.04.2021

Mayfield Pre-School

Charity Number 1044859

Receipts and Payments Account

Year Ended 5 September 2020

	Note	Total 2020	Total 2019
INCOME		£	£
Trading Income	2	80361	95819
Fundraising	3	11464	4704
Grants and Donations	4	28216	3014
Advance Registration Fess		470	345
Other Income	5	485	250
Bounce Back loan	6	15000	0
Total Receipts		135996	104,132
EXPENDITURE			
Trading Expenditure			
Staff Costs	7	81851	85334
Operating Costs	8	3317	4831
Property Expenses	9	7913	14948
		93081	105113
Fundraising expenditure			
Running costs	10	5529	1764
		5529	1764
Other expenditure			
Bank charges		0.00	0
Misc		0.00	0
		0.00	0
Total Payments		98610	106877
NET RECEIPTS/(PAYMENTS)			
FOR THE PERIOD		37386	-2745
Cash and bank balances at			
05-Sep-19		17753	£20,498
Cash and bank balances at			
05-Sep-20		55139	£17,753

Approved by the Annual General Meeting of the Trustees on

For and on behalf of the Trustees:

Independent Reviewer:

R. M. King 23/2/21.
P. J. Law TRISH LAWSON 09/12/20

Mayfield Pre-School
 Receipts and Payments Account
 Year Ended 5 September 2020

Charity Number 1044859

1. Accounting Policies

a. Accounting convention

The accounts are prepared on a receipts and payments basis and in accordance with section 42(3) of the Charities Act 1993.

b. Fixed assets - Property improvements, furniture, fixtures & fittings and equipment are charged to the receipts and payments account in the year of acquisition.

c. Trustees expenses - Committee members do not receive payment in respect of their duties as trustees.

2. Trading Income

	2020	2019
		£
Fees	23572	31467
Government Funding	56789	64352
	<u>80361</u>	<u>95819</u>

3. Fundraising

	2020	2019
	£	£
Jumble Sales/Ebay sales/Rag Bag	535	804
Primary School and Village Fairs	0	104
Bingo Night	0	837
Quiz Night	3540	1707
Wine Tasting Evening	0	418
Misc (see itemised below)	0	834
Sponsored Events	462	0
Firework event (DLB)	4587	0
Craft, Card & Tile Sales	784	0
Treasure Hunt	170	0
Easy FR	168	0
Paypal	251	0
Amazon Smile	5	0
Ian Parker book sale	151	0
Tim Robertson	645	0
Waitrose	166	0
	<u>11464</u>	<u>4704</u>

Mayfield Pre-School
Receipts and Payments Account
Year Ended 5 September 2020

Charity Number 1044859

4. Grants and Donations

	2020	2019
		£
Furlough	11942	0
Voluntary Contributions	2182	2361
Mayfield Chamber of Commerce	1000	0
Hollick Foundation	0	500
Lennox Trust	0	53
Mayfield Horticultural Society	0	100
St Thomas'	587.4	0
Bag 2 School	128	0
Paul Goodchild	830	0
Mayfield Trust	800	0
Personal Donations	515	0
GoCardless	230.65	0
Wealden Discretionary Grant	10000	0
	<u>28216</u>	<u>3014</u>

5. Other income

	2020	2019
		£
Refund (School Trends)	198	0
Refund (ESCC)	71	0
Trip/Activity Contributions	0	109
Bank Interest	30	34
Sale of wine to FOMPS	0	107
Collections (DLB leaving)	185	0
	<u>485</u>	<u>250</u>

6	Nat West Bounce Back loan	15000	0 (repaid Sept 2020)
		<u>15000</u>	<u>0</u>

7. Staff Costs

	2020	2019
	£	£
Wages/Tax/Ni/Pension/Payroll	81595	84295
Recruitment	251	109
Training	5	930
	<u>81851</u>	<u>85334</u>

Mayfield Pre-School
 Receipts and Payments Account
 Year Ended 5 September 2020

Charity Number 1044859

8. Operating/Classroom Costs	2020	2019
	£	£
Equipment and books	559	1726
Milk, fruit, snacks	317	860
Activities	0	119
Administration and stationary	878	1379
Miscellaneous	1474	698
Preschool LA/Ofsted/ICO/Accounts review	90	50
	<u>3317</u>	<u>4831</u>

9. Property Expenses	2020	2019
	£	£
Insurance	1548	1538
Water	194	163
Electricity	1527	3118
Telephone/Internet	520	532
UW Set up/Memb Fee/Cashback	52	41
Rent & Council Tax	302	422
Housekeeping Expenses	1965	2793
Repairs and Maintenance	837	649
New Equipment	966	5692
	<u>7913</u>	<u>14948</u>

10. Running Costs	2020	2019
	£	£
Hall Hire	105	318
Event Expenses	5424	1446
	<u>5529</u>	<u>1764</u>

* Chq £416 Mayfield CPS not yet presented

Mayfield Pre-School

Charity Number 1044859

Receipts and Payments Account

Year Ended 5 September 2020

	5th September 2020 £	5th September 2019 £
Monetary Assets		
Bank and cash balances		
Current account	8075	3590
Deposit account *	47000	14098 * £15k inc - repaid 9/20
Cash balances	46	47
Cashback Card balance	18	18
Total	<u>55139</u>	<u>17753</u>
Debtors: (amounts received post year end which relate specifically to the current year)		
Outstanding Fees	<u>£0</u>	<u>£0</u>
	<u>£0</u>	<u>£0</u>
Liabilities:		
Nat West Bounce Back Loan	£15,000	£0
Rent	<u>£150</u>	<u>£150</u>
	<u>£15,150</u>	<u>£150</u>
Non-Monetary Assets		
Pre-School Building	at sum insured	£57,500 * Need to review schedule
Furniture, fittings and equipment	at sum insured	<u>£15,000 * Need to review schedule</u>
		<u>£72,500</u>

Mayfield Pre-School

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