



## Trustees' Annual Report for the period

Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	01	09	2019		31	08	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	Angela Mortimore	Chair	07/04/2018 to 14/01/2020	
2	Bushra Hameed	Treasurer	09/10/2018 to 22/10/2020	
3	Rosalind Honight	Secretary		
4	Paul Hinckley	Chair	14/01/2020 to 16/03/2020	
5	Roger Smale	Chair	From 16/03/2020	
6	Ruth Smale	Treasurer	From 22/10/2020	
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)

Constitution

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

Association

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

Elected at Annual General Meeting

### 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.

The charity works closely with Holy Trinity Church along with parents of children in the Pre-school who jointly make up the committee.

The charity adopts policies and procedures as advised by the Early Years Alliance and OFSTED. These may be adapted as appropriate to meet the operational needs of the charity.

## Section C Objectives and activities

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

The aims of the charity are to advance the education of children below compulsory school age by:

- a) Providing safe and satisfying group play, in which parents have the right to take part.
- b) Encouraging other charitable activities through which parents may help the children.
- c) Furthering the aims of Trinity Pre-school.
- d) To bring children and parents into contact with and offer a welcome into the Christian fellowship of Holy Trinity Church

**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)**

The trustees have regard to the guidance issued by the Charity Commission on public benefit,

The Charity achieves its aims by:

1. Offering appropriate play education and care facilities, family learning with the right of parents to take responsibility for and to become involved in the activities of the Charity.
2. Ensuring that the Charity offers opportunities to all children whatever their race, culture, religion, means or ability.
3. Encouraging the study of the needs of such children and their families.
4. Promoting public interest in and recognition of needs in the local area.
5. Instigating and adhering to the aims and objectives of the Early Years Alliance.
6. Seeking closer ties with Holy Trinity Church Bradley Stoke and inviting members of the Church to take part in the Charity's activities.

**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.



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

The Charity continues to work to ensure the provision maintains the standards require by OFSTED to be rated 'Good' whilst working towards achieving 'Outstanding' for the benefit of all users of the Charity's service.

The Charity continues to ensure that the facilities and services offered are refreshed and enhanced to provide stimulating indoor and outdoor learning environments and resources to the children and greater opportunities to explore and learn about themselves and the world around them.

The Charity continues to support all staff to maintain a high standard of professional service through continuous training and person development.

**Section E****Financial review**

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

The charity maintains a reserve fund to meet all liabilities for staff, property and equipment and to fund enhancements to services as required by legislation or demand from the local community.

**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)

*RH*

*RH*

Full name(s)

ROGER COLIN SMALE

ROSALIND TONICHT

Position (eg Secretary, Chair, etc)

CHAIR

SECRETARY

Date

08/10/21



Trinity Pre-School Bradley Stoke Receipts and Payments 2019-20  
Registered Charity No: 1046768

	2019-20		2018-19	Notes		2019-20		2018-19	Notes
INCOME	£	£	£		EXPENDITURE	£	£	£	
<b>Fees</b>					<b>Staff</b>				
Nursery Education Funding		94,150.83		95,295.28	Wages	87,236.68		84,887.44	
EYFP		2,637.82		1,302.56	Pension	3,155.45		1787.93	
Inclusion Fund		1,650.00		4,350.00	Agency Staff			-	
DAF		-		615.00	NI/PAYE	7,276.39		6,657.46	
Fees		14,771.80		22,568.17	a Training	841.00		1,057.94	
Fees (breakfast club)		8,081.00		9,300.05	Uniform	369.96		60.00	
			121,291.45	134,431.06	Other	1,212.82		1,230.92	e
<b>Staff</b>							100,092.30	95,681.69	
Uniform		-		-	Premises				
DBS Fee		-		-	Rent	15,154.27		17,619.53	
Gifts/Christmas		-		-	Insurance	965.37		954.40	
					Equipment/Cleaning	656.29		988.26	
<b>Children</b>							16,775.93	19,562.19	
Uniform		248.00		290.00	Office				
Trips		-		639.00	Advertising	249.75		904.66	
			248.00	929.00	Postage	324.13		26.75	
<b>Fundraising</b>					Photocopying	1,305.53		1,368.53	
Fundraising		78.00		1,112.23	b IT	813.71			
Fundraising (charities)		88.30		183.75	c Stationery	485.91			
			166.30	1,295.98	Other	286.06		3,128.18	f
<b>Interest</b>							3,465.09	5,428.12	
		15.58		19.45	Pre-school Rooms				
			15.58	19.45	Breakfast Club	543.38		708.68	
<b>Other Income</b>					Resources	3,671.21		2,352.23	g
		8,088.55		395.26	d Health and Safety	418.56		363.53	h
			8,088.55	395.26	Snack	516.50		733.52	
<b>TOTAL INCOME</b>							5,149.65	4,157.96	
		129,809.88		137,070.75	<b>Children</b>				
					Leavers Gifts			184.05	
					Gifts	81.14		96.26	
					Trips			932.31	
					Uniform	200.80		684.20	
							281.94	1,896.82	
					<b>Fundraising</b>				
					Expenses	716.53		23.76	
					Charities	121.43		493.05	
							837.96	516.81	
					<b>Committee</b>				
					Expenses	14.00		361.80	
							14.00	361.80	
					<b>Other Expenditure</b>				
						774.00		-	i
							774.00	-	
					<b>TOTAL EXPENDITURE</b>		127,390.87	127,605.39	

Prepared By:	SUSAN GREENER
Signed:	<i>Susan Greener</i>
Audited By:	BRODER WHITLOCK
Signed:	<i>B. Whitlock</i>

Trinity Pre-School Bradley Stoke Notes to Account 2019-20  
Registered Charity No: 1046768

	2019-20		2018-19			2019-20		2018-19	
	£	£	£	£		£	£	£	£
INCOME					EXPENDITURE				
<b>a Fees</b>					<b>e Staff Other</b>				
Sessions	12,500.30		19,080.52		Payroll Charges	540.00		520.00	
Administration (Registration)	510.00		700.00		DBS Fees	8.29		30.00	
Snack	1,761.50		2,787.65		Membership Fees & Publications	267.62		241.41	
		14,771.80		22,568.17	Gifts/Christmas	246.26		262.93	
					Refreshments	150.65		176.58	
							1,212.82		1,230.92
<b>b Fundraising</b>					<b>f Office Other</b>				
Donations	7.00	Donations	-		IT	-		1,780.68	
Photos	-	Photos	830.00		Equipment & resources	204.06		446.95	
Christmas Fayre Stall	71.00	Christmas Fayre Stall	81.00		Phone	82.00		272.44	
		Pylama Day & coffee morning	172.00		Stationery	-		628.11	
		International Day	29.23				286.06		3,128.18
			1,112.23						
<b>c Fundraising (charities)</b>					<b>g Pre-school Rooms Resources</b>				
Children in Need	87.43	Children in Need	75.00		Creative	579.23		308.46	
The Mary Appeal Account	0.87	Red Nose Day	43.20		Children's Resources	2,565.82		1,458.89	
		Christmas Jumper Day	65.55		Rooms Equipment	526.16		584.88	
			183.75				3,671.21		2,352.23
<b>d Other Income</b>					<b>h Pre-school Rooms Health &amp; Safety</b>				
Grants	7,500.00		-		Children's Hygiene	315.23		341.93	
Miscellaneous	588.55		395.26		First Aid	103.33		21.60	
Refunds	-		-				418.56		363.53
		8,088.55		395.26	<b>i Other Expenditure</b>				
					NEF Repayments	-		-	
					Miscellaneous	774.00		-	
					Petty Cash	-		-	
					Refunds	-		-	
							774.00		-





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

TRINITY PRE-SCHOOL BRADLEY STOKE

On accounts for the year  
ended

31<sup>ST</sup> AUGUST 2020

Charity no  
(if any)

1046768

Set out on pages

(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 DD / MM / YYYY.

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 (other than that disclosed below \*) 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

21/10/2021

Name:

B.R. WHITTOCK

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

AZMA

Address:

UNIT 4, CORNM 2, CLAW WAY, WARMLEY  
BRISTOL BS30 8FJ



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.