



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From** 01/09/2020 **Period start date**  
**To** 31/08/2021 **Period end date**

**Charity name:** Chieveley Pre-School

**Charity registration number:** 1048094

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<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> <p>(a) offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability;</p> <p>(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 areas;</p> <p>(c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.</p>
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 aim of the pre-school is to provide care and education to children aged 2-5, mainly through play-based activities. The pre-school receives funding from the local council to provide equipment, resources and qualified staff to care for the children, all of whom come from the local area.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The committee members are aware that 'having regard' to the commission's public benefit guidance means that they able to show that:</p>

		<ul style="list-style-type: none"> <li>• they are aware of the guidance</li> <li>• they have taken it into account when making a decision to which the guidance is relevant</li> <li>• if they decide to depart from the guidance, they have a good reason for doing so</li> </ul>
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### 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	<p>The pre-school charity has provided around 30 children this year with many activities and opportunities which have contributed to their development, increasing their confidence to move on to school. The pre-school also supports children with SEND and has seen a marked difference in their personal development.</p> <p>The pre-school provision allows for parents to work during the hours their child attends. This provides income for families and greater levels of opportunity.</p>

**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 pre-school is central to the village community and has a waiting list for children wanting to attend. With ongoing fundraising and an increase in funding this year, the charity is in a secure financial position.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>Over the last few years the financial results of the pre-school have been very challenging due to external factors such as government funding and energy running costs. In particular our revenue can vary enormously. This is because numbers of children vary due to demographic reasons together with the admissions policy of local schools.</p> <p>The committee has agreed that the pre-school should aim to hold reserves covering 6 months of expenditure. This level will give the committee enough time to adjust expenditure plans and seek alternative sources of revenue if a major problem should arise.</p>
Amount of reserves held	Para 1.22	£12,299.84
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	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
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	<p>The Committee members shall be elected for one year at the Annual General Meeting. Retiring Committee members are eligible for re-election unless they have already served on the Committee in any capacity for ten consecutive years.</p> <p>Co-opted members may join at any time on the invitation of the Committee but shall retire at the next Annual General Meeting. No co-opted member shall serve for more than six consecutive years.</p> <p>In the event of the death or resignation of an elected Committee member, the vacancy shall be filled until the next Annual General Meeting by a Family Member or an Affiliate Member appointed by the Committee.</p> <p>All Committee members will have one vote each at Committee meetings. In the event of a tie the Chair of the Committee has a second or casting vote.</p>

### 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		

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## Reference and Administrative details

Charity name	Chieveley Pre-School
Other name the charity uses	
Registered charity number	1048094
Charity's principal address	Early Years Centre School Road Chieveley West Berkshire RG20 8TY

## 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	Jenny Hopps			Pre-School Committee
2	Catherine Baxendale			Pre-School Committee
3	Tricia Johnson			Pre-School Committee
4	Grainne Fitzmaurice			Pre-School Committee
5	TBC (Currently vacant and being advertised)			Pre-School Committee
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## Corporate trustees – names of the directors at the date the report was approved

Director name		
Jenny Hopps		
Catherine Baxendale		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		



## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### 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

<b>Signature(s)</b>	Jenny Hopps	Catherine Baxendale
<b>Full name(s)</b>	Jenny Hopps	Catherine Baxendale
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Treasurer
<b>Date</b>	23/05/22	



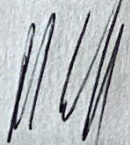
# CHIEVELEY PRESCHOOL

## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR TO 31ST AUGUST 2021

	Autumn Actual	Spring Actual	Summer Actual	Actual 2021	2020	2019	2018
<b>INCOME</b>							
Fees:	7,441	6,846	5,496	19,783	19,573	19,970	18,869
Nursery Education Grant	30,734	11,419	41,252	83,404	49,124	42,859	39,483
Fund Raising	257	280	5,318	5,855	2,528	5,171	7,521
Grants	1,534	2,161	300	3,995	3,765	-	-
Donations	-	-	-	-	-	-	220
Other	-	-	455	455	50	714	109
	39,967	20,705	52,821	113,492	75,040	68,714	66,202
<b>EXPENDITURE</b>							
Rent/ Premises	-	-	3,250	3,250	5,950	6,999	6,999
Wages/Staff Costs	22,537	18,544	34,122	75,204	51,605	56,553	54,607
Training	390	145	166	701	496	761	480
Consumables (inc. Milk)	1,096	2,280	1,263	4,639	698	1,656	1,438
Equipment	-	5,384	3,226	8,610	674	1,366	458
Fund Raising Costs	-	-	-	-	126	136	55
Administration	497	177	261	935	853	1,075	1,124
Insurance	70	-	691	761	654	647	643
Other	20	-	300	320	1,129	100	-
Advertising	-	-	-	-	400	834	706
	24,611	26,530	43,279	94,420	62,584	70,128	66,538
Surplus / (deficit) for the year	15,356	(5,825)	9,542	19,072	12,456	(1,414)	(337)
Transferred to reserves		-	-	-	-	-	4,000
Funds C/F from last year							
Opening bank account	34,540	49,896	44,071	15,468	3,012	4,426	763
Closing bank account	49,896	44,071	53,612	34,540	15,468	3,012	4,426
Opening Reserves	12,300	12,300	12,300	12,300	12,300	12,300	16,252
Transferred from Bank							(4,000)
Interest Earned							48
Closing Reserves	12,300	12,300	12,300	12,300	12,300	12,300	12,300
Total cash b/f	46,840	62,196	56,371	27,768	15,312	16,727	17,015
Total cash c/f	<u>62,196</u>	<u>56,371</u>	<u>65,912</u>	<u>46,840</u>	<u>27,768</u>	<u>15,312</u>	<u>16,727</u>

I have reviewed the accounts of the Chieveley Preschool Playgroup together with the books and vouchers supplied to me.

To the best of my information and belief the said accounts reflect the surplus for the year ended 31 August 2021 and the state of affairs at that date.

  
Michael Weeks  
March 2022



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March 2022