



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	01	2020		31	12	2020

Section A Reference and administration details

Charity name

St Paulinus Pre School

Other names charity is known by

Registered charity number (if any) 1054662

Charity's principal address

St Paulinus Centre

Hillcrest Road

Edenbridge

Postcode

TN8 6JS

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	Sally Dodson			
2	Emma Bennett	Vice Chair		
3	Louise Ng	Secretary		
4	William Stone	Treasurer		
5	Lee Gasson			
6	Mike Sinclair			
7	Jacqueline Barnes		From 6 July 2020	
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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)	The Pre-school is governed by a constitution and is affiliated to the Preschool Learning Alliance
How the charity is constituted (eg. trust, association, company)	The charity is unincorporated
Trustee selection methods (eg. appointed by, elected by)	New trustees are by invitation

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

To provide preschool education for 2-5 year olds following EYFS guidelines

To enhance and promote the development and education of pre-school children. To provide a caring, stimulating environment in which the children can feel secure and confident. To help the children fulfil their individual potential. To prepare the children for school. To encourage and foster a good relationship between the school, the children's families and the local community. Develop the children's awareness of self and others, and their needs, regardless of their race, culture or religion.

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)

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

2020 was a challenging year, however despite forced temporary closure during Covid-19 lockdown for approximately three months, the school was one of the first in the area to reopen and give the children some sort of normality in a difficult period. We were still able to fulfil our broader objectives. We help prepare the children for primary education, they are supported in their development and learning through play such that they are more confident and ready for the next stage of their education. We continue to be able to accept children with emerging or recognised special needs.

Section E Financial review

Brief statement of the charity's policy on reserves

Enough reserves are held to cover one term's hall hire, one term's wages and statutory redundancy.

Details of any funds materially in deficit

n/a

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)



Full name(s)

Sally Dodson

Position (eg Secretary, Chair, etc)

Chair

Date

08/10/2021

St Paulinus Pre-school

(Registered charity no.1054662)

Annual Accounts 01/01/2020 to 31/12/2020

St. Paulinus Pre-school Group

Income and Expenditure Statement 2020

From 1st January 2020 to 31st December 2020


Income	2019	2020
Fees received	5,244.30	2,849.32
KCC funding	44,886.35	49,632.90
Lunch club	855.00	1,120.00
Donations/commission	2,560.50	177.27
Bank interest	41.00	16.11
Fund raising	607.55	0.00
TOTAL INCOME	54,194.70	53,795.60
Expenditure		
Wages	40,793.29	36,538.59
Pension	819.44	640.00
HMRC	593.74	364.01
Supplies/materials	946.30	459.82
Petty cash	150.00	115.00
Training	145.00	400.00
Sundries	164.82	190.13
Professional fees	253.40	213.60
Summer treat/xmas fayre	290.00	240.00
Hall hire	4,218.00	3,600.00
Large Purchase	722.30	1,429.45
Insurance	574.80	580.56
Staff Welfare	180.00	0.00
Advert/website	119.88	60.00
TOTAL EXPENDITURE	49,970.97	44,831.16
Net (deficit)/surplus	£4,223.73	£8,964.44

Balance brought forward from 31st December 2019

Barclays current account	12,214.11	
Barclays deposit account	<u>20,584.18</u>	
Total		32,798.29
Net Surplus		<u>8,964.44</u>
		£41,762.73

Balance carried forward to 1st January 2020

Barclays current account	21,162.44	
Barclays deposit account	<u>20,600.29</u>	41762.73

Signed
William Stone Bsc (Hons)

Date 4/10/21

I certify that I have examined these accounts and other records for the period ending 31st December 2020. I have not performed a full audit and in particular have neither attempted to verify that all due income has been received nor that all expenditure has been properly incurred.

Signed

Date 4/10/2021

Address
.....LITTLE MEAD.....
.....FELCOURT.....
.....RH19 2LF.....

St Paulinus Pre-school

(Registered charity no.1054662)

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