



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	09	2021		31	08	2022

## Section A Reference and administration details

**Charity name** Hayling Community Preschool

**Other names charity is known by**

**Registered charity number (if any)** 1056814

**Charity's principal address** C/O Mengham Infant School

St Marys Road

Hayling Island, Hants

**Postcode** PP011 9DD

### 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	Marilyn D'Occhio	Treasurer		
2	Nicola Ward	Chair		
3	Samantha Cole	Member		
4	Katie Wallace	Member		
5	Melanie Cole	Secretary		
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
Marilyn D'Occhio	
Melanie Cole	

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### 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)	Preschool Learning Alliance
How the charity is constituted (eg. trust, association, company)	Not for profit organisation
Trustee selection methods (eg. appointed by, elected by)	Elected by parents

### 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**

Provision of the Early years Foundation Stage education for 2,3,4 year olds

**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.

## Section D

## Achievements and performance

## Section D

## Achievements and performance

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

We opened the year with 11 staff and ended the year with 13 staff, including one under 18 apprentice. Extra staff were required for children with additional needs.

We provide childcare for 32 children per session for 38 sessions per week for 38 weeks per year.

We are open Monday-Friday 8.30am-4.00pm and continue to achieve maximum capacity.

We held an Easter, Summer, Halloween and Christmas party.

We operate a volunteer rota for family members to spend time in the setting to see what activities and learning the children are doing and to bring any of their own expertise or talents into the setting.

We raised funds through our Easter and Halloween party, easter raffle and parent donations.

We continue to work closely with all settings in our local area.

We have an OFSTED rating of Good.

## Section E

## Financial review

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

Sufficient funds to cover redundancy of all staff  
Sufficient funds to cover one terms running costs and salaries  
Sufficient funds to cover a period of 6 months rent

**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**

<b>Signature(s)</b>	Melanie Cole	
<b>Full name(s)</b>	Melanie Cole	
<b>Position (eg Secretary, Chair, etc)</b>	Secretary	
<b>Date</b>	16/06/23	



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Hayling Community Preschool

On accounts for the year  
ended

31 August 2022

Charity no  
(if any)

1056814

Set out on pages

1-2

(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 31/08/2020.

Responsibilities and  
basis of report

As the charity's trustees, 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 all 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 in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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: 22-5-2023

Name: Jaine Best

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

FCA

Address:

Accountably Ltd, 1<sup>st</sup> floor Unit 12, Compass Point, Ensign Way, Hamble  
Southampton, Hampshire SO31 4RA

**Section B****Disclosure**

Only complete if the examiner needs to highlight material 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.**





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Hayling Community Preschool

No (if any)  
1056814

CC16a

## Receipts and payments accounts

For the period from	Period start date 01/09/2021	To	Period end date 31/08/2022
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### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Education grants	168,037	-	-	168,037	149,979
Fees	34,883	-	-	34,883	16,743
Other income	2,309	-	-	2,309	1,089
Other grants	2,023	-	-	2,023	4,173
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>207,252</b>	<b>-</b>	<b>-</b>	<b>207,252</b>	<b>171,984</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>207,252</b>	<b>-</b>	<b>-</b>	<b>207,252</b>	<b>171,984</b>
<b>A3 Payments</b>					
Rent and rates	15,088	-	-	15,088	11,838
Repairs and maintenance	1,544	-	-	1,544	607
Administrative expenses	4,147	-	-	4,147	4,308
Sundry expenses	6,507	-	-	6,507	4,014
Consumables	1,838	-	-	1,838	1,485
Equipment	5,995	-	-	5,995	5,254
Training	1,373	-	-	1,373	373
Insurance	1,213	-	-	1,213	1,186
External services	1,622	-	-	1,622	60
Special projects funding	405	-	-	405	13,538
Wages, employer's NIC and pension	144,012	-	-	144,012	124,669
<b>Sub total</b>	<b>183,744</b>	<b>-</b>	<b>-</b>	<b>183,744</b>	<b>167,332</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>183,744</b>	<b>-</b>	<b>-</b>	<b>183,744</b>	<b>167,332</b>
<b>Net of receipts/(payments)</b>	<b>23,508</b>	<b>-</b>	<b>-</b>	<b>23,508</b>	<b>4,652</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>81,856</b>	<b>-</b>	<b>-</b>	<b>81,856</b>	<b>77,204</b>
<b>Cash funds this year end</b>	<b>105,364</b>	<b>-</b>	<b>-</b>	<b>105,364</b>	<b>81,856</b>

## 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>	Bank account	105,324	-	-
	Petty cash	40	-	-
		-	-	-
	<b>Total cash funds</b>	105,364	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<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 asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval