

Hardwick Pre-School Trustees Annual Report 2020/2021

Charity name: Hardwick Pre-School

Registered charity number: 1059361

Principal address: Hardwick Pre-School
Limes Road
Hardwick
Cambridge
CB23 7RE

Telephone: 01954 212823

Email: hardwick.preschool@yahoo.co.uk

Website: www.hardwick-preschool.btck.co.uk

Trustees: The Committee of Hardwick Pre-School:
Miss Charlotte Cutmore, Chair
Mr James Wakeling, Treasurer and Vice Chair
Mr Gwilym Still, Secretary
Mrs Aimee Douglas
Mrs Sabrina Douglas
Mrs Emma Eltis
Mr Mantas Kandzezauskas
Ms Inga Skeberdyte

Mrs Sharon Griffiths, Pre-School Manager

Senior Staff member: Mrs Sharon Griffiths,
Hardwick Pre-School Manager

Governing document: Pre-School Learning Alliance constitution
Adopted 14/3/1996

How the charity is constituted: Hardwick Pre-School is a trust.

Charity trustee selection methods:

The Officers and Committee members are elected for one year at the Annual General Meeting. Retiring Officers and Committee members are eligible for re-election unless they have already served on the Committee in any capacity for ten consecutive years. Not less than 60 per cent of the Committee members, including co-opted members, shall at the time of election or co-option be Family Members. Family Members are parents or guardians of all children attending Hardwick Pre-School who wish to support the aims of the pre-school.

Summary of the objects of the charity:

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.

Summary of main activities in relation to these objects:

- 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;
- 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;
- Instigating and adhering to and furthering the aims and objects of the Early Years Alliance (formally Pre-School Learning Alliance).

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

Provided high quality pre-school care and education for 36 children and their families from differing races; cultures; religions; and children with complex Special Educational Needs and Disabilities.

Supported children with Speech and Language difficulties and children with English as an Additional Language.

Supported children and families through coronavirus lockdowns by remaining open and providing other support.

Purchased toys and equipment to enhance the learning environment for the children.

Have supported staff to enhance their qualifications through online training and forums.

We have replaced and purchased toys and equipment such as four balance bikes, outdoor raised bedding, office printer, maths activities, resources to support children with Special Educational Needs, and books.

Policy on reserves:

Hardwick Pre-School maintains reserves in two deposit accounts. The first "staff account" is to pay for staff redundancies, should the need arise. The second "property account" is to fund costs relating to the pre-school building including maintenance costs. The surplus funds in the current account meet fluctuations in receipts and payments, primarily for the Autumn term (September to December) when numbers of children attending are lower. Any profits are used to support predicted losses for the following academic year and to further enhance the learning environment for the pre-school children.

The report was prepared by Mrs Sharon Griffiths, Hardwick Pre-School Manager and trustee.

Signature:



Date: 4th October 2021

Mrs Sharon Griffiths

The report has been approved by the trustees and is signed on behalf of all the trustees by Miss Charlotte Cutmore, Hardwick Pre-School Chair.

Signature:



Date: 4th October 2021

Miss Charlotte Cutmore

Hardwick Pre-School

Accounts

September 2020 to August 2021

<u>Income</u>	£
Early Years Funding	68417.37
Fees	11867.05
SENIIF	11218.94
Adhoc/Late fees	172.00
Fundraising	2807.82
Starter packs (optional)	225.00
Milk	655.07
Uniform	39.00
Gift/Donation	7110.78
Deposit a/c interest	47.30
Misc.	614.76
Total Income	103175.09

<u>Expenditure</u>	£
Wages inc Tax & National Insurance	79334.12
Fundraising	569.40
Inventory Toys/Equipment	1247.55
Activity Expenses	578.81
Property Expenses	5885.78
Office Expenses	1251.63
Milk/Refreshments	771.24
Cleaning	1712.10
Uniform	828.14
Misc.	1500.97
Training	245.92
Total expenditure	93925.66

Total income	103175.09
Less expenditure	93925.66
Profit	9249.43

Balances as at 31/8/20

Current account	21118.57
Deposit account Staff	28843.30
Deposit account Property	6559.24
	56521.11
Add income	103175.09
	<hr/> 159696.20
Less expenditure	93925.66
	<hr/> 65770.54

Balances as at 31/8/21

Current account	24315.70
Deposit account Staff	31054.81
Deposit account Property	10400.03
	<hr/> 65770.54

Independent examiner's report to the trustees of Hardwick Preschool

I report to the trustees on my examination of the accounts of Hardwick Preschool (the Charity) for the year ended 31 August 2021.

Responsibilities and basis of report

As the charity trustees of the Charity, 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 Charity'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 giving me cause to believe that in any material respect:

- 1) accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- 2) the accounts do not accord with those records; or
- 3) the accounts do 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.

Signed: 

Name: Joanna Webb

Relevant professional qualification or membership of professional bodies (if any): Association of Accounting Technicians

Address: 20 Pershore Road, Hardwick

Date: 10 November 2021