



Trustees' Annual Report for the period

Period start date		Period end date	
01	Sept	2020	31
From		To	
		August 2021	

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	Zoe Moss	Chairperson	August 16 – to date	
2	Nick Moss	Secretary	August 16 – to date	
3	Kate Asling	Treasurer	July 2016 – to date	
4	Amanda Capps	Purchaser	July 2020 – to date	
5				
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)

Karen Linzell – Pre-School Supervisor Debbie Jacobs – Asst Supervisor

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	2011 PLSA Constitution
How the charity is constituted (eg. trust, association, company)	Trustee
Trustee selection methods (eg. appointed by, elected by)	Trustees are elected by existing trustees and are approved at the 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.

Doddinghurst Community Pre-School ("The Pre-School") is regulated by Ofsted and are members of the Pre-School Learning Alliance.

All trustee's are DBS checked.

Section C Objectives and activities

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

The aim of the Pre-School is to enhance the development and education of children under statutory school age by aiming to encourage parents to understand and provide the needs for their children through the community groups. By offering appropriate play facilities and training courses together with the right of the parents to take responsibility for and to become involved in the activities of such groups ensuring that such groups offer opportunities for all children regardless of race, culture religion and means.

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 Pre-School is there to encourage and study the needs of such children and their families and is there to adhere to furthering the aim of the Pre-School learning alliance.

The Pre-School provides a safe environment for children to learn and play. It is open everyday during the week offering a variety of sessions to all children over the age of 2. The Pre-School not only provides a valuable introduction to structure and routine but allows the children free-flow play sessions, arts and crafts and cooking activities as well as basic ICT skills.

The Pre-School also offers a lunch club for children to stay and have their lunch socially and also now offers four all day sessions to help the children prepare for the longer school day.

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.

Volunteers and Committee members are on hand to assist the staff with our key events throughout the year as well as helping out with general daily tasks.

The Committee consists of community volunteers as well as parents volunteering in their free time to assist the Pre-School management team in the running and administration of the Pre-School as well as organising fundraising events. The Committee has a wide and varied skills set which is being put to good use in all aspects of the Pre-School.

Summary of the main achievements of the charity during the year

The academic year 2020/21 was another difficult year whilst we all navigated the changing landscape due to COVID and the restrictions this placed on all of us.

Our usual events were held behind close doors and parents were unable to take part or attend due to the COVID restrictions in place. As such our fundraising efforts were put on hold for this year.

Section E

Financial review

Brief statement of the charity's policy on reserves

Reserve funds are held should the Pre-School ever need to close, so that we have enough funds to pay redundancies and any other liabilities.

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.

The Pre-School's main source of funds comes from grant and fee income, although fundraising is of key importance and every event we hold has an element of fundraising.

As a charity we rely on fundraising for our equipment and supplies and this ensures we can continue to provide the children with interesting activities, including the latest technology, and to provide new and exciting toys and games which stimulate their imagination and enhance their overall experience.

We are firm believers that all children deserve equal treatment and attention whatever background, age, or origin. The Pre-School is there to help all children and to provide a safe, fun and caring environment for them to learn and play.

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)

Position (eg Secretary, Chair, etc)

Date

Zoe Moss

Chair

22/06/2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

Doddington Community Pre-School

No (if any)

Receipts and payments accounts

CC16a

For the period
from

Period start date
01-Sep-20

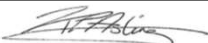
To

Period end date
31-Aug-21

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Government Grants	65,873	-	-	65,873	95,565
Fees	33,144	-	-	33,144	14,478
Fundraising		-	-	-	570
Donations		-	-	-	-
Uniform Sales	453	-	-	453	430
Misc	48	-	-	48	68
Interest Received (deposit account)	5	-	-	5	76
		-	-	-	-
Sub total (Gross income for AR)	99,522	-	-	99,522	111,188
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	99,522	-	-	99,522	111,188
A3 Payments					
Wages	89,830	-	-	89,830	83,270
Tax / National Insurance	1,862	-	-	1,862	2,838
Pension	711	-	-	711	1,465
Administration / training	1,721	-	-	1,721	793
Rent	9,608	-	-	9,608	8,288
Misc	776	-	-	776	795
Consumables	2,135	-	-	2,135	1,952
Equipment / eq. hire	1,019	-	-	1,019	1,219
Uniform	760			760	714
Special activities	287			287	1,298
Fundraising		-	-	-	177
Sub total	108,708	-	-	108,708	102,808
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	108,708	-	-	108,708	102,808
Net of receipts/(payments)	- 9,186	-	-	- 9,186	8,379
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	82,023	-	-	82,023	73,644
Cash funds this year end	72,837	-	-	72,837	82,023

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 £
B1 Cash funds	Natwest Current Account	22,645	-	-
	Natwest Deposit Account	50,192	-	-
		-	-	-
	Total cash funds	72,837	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets			Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
	1 x Laptop computer	Unrestricted	-	-
	Digital camera	Unrestricted	-	-
	2 x Ipad's	Unrestricted	-	-
	1 x Interactive whiteboard and software	Unrestricted	-	-
		-	-	
B5 Liabilities		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	
		Kate Asling	06/06/2022	



Section A

Independent Examiner's Report

Report to the trustees/ members of	Charity Name: DODDINGHURST COMMUNITY PRE-SCHOOL		
On accounts for the year ended	31 AUGUST 2021	Charity no (if any)	1060260
Set out on pages	1 & 2 <small>(remember to include the page numbers of additional sheets)</small>		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 AUGUST 2021.

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:

25/6/22

Name:

ALISON WHELAN

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

FMAAT

Address:

15 NURSERY ROAD

HOOK END, BRENTWOOD

ESSEX, CM15 0HE

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.