



# Trustees' Annual Report for the period

From	Period start date			Period end date		
	01	09	2019			
	31	08	2020			

## Section A Reference and administration details

Charity name

Chalk Village Pre-School

Other names charity is known by

Registered charity number (if any)

1062607

Charity's principal address

Chalk Village Hall

Chalk Road

Chalk

Postcode DA12 2ND

### 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	L Warner	Designated person/Member		
2	D Wood	Designated person/Member		
3	L Robbins	Treasurer		
4	S Wilson	Member		
5	V Clarke	Chair		
6	L Buckland	Vice Secretary		
7	H Lovell	Secretary		
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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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)	Pre-School Learning Alliance 2011 Model Constitution
How the charity is constituted (eg. trust, association, company)	As above
Trustee selection methods (eg. appointed by, elected by)	Appointed at AGM

### 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

The aim is to enhance the development and education of children under the statutory school age

**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 provides learning experiences through structured play opportunities for up to 39 children aged between 2-5. The sessions run over a maximum of 15 hours per week.

Children are drawn from the local area with parents being involved alongwith the wider community including the local church.

**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**

We have maintained our close family friendly approach and the pre-school continues to be a happy and safe one. All members, community and families are personally known and cared for by the staff.

A visit was made in May 2018 from Ofsted and were awarded GOOD.

All pre-school staff are DBS checked along with any committee members. All have safeguarding and PREVENT training in place. 2 senior members of staff are appointed for the management responsibilities. There are a total of 9 paid staff.

The unforeseen Covid 19 pandemic saw many challenges since March 2020 as evidenced with every other educational sector. Without the continued funding by the DfE throughout the pandemic, the Pre-school would not have survived.

The Pre-School reached out to as many families during the pandemic to ensure that their children could attend sessions if they were classed as keyworkers. This was difficult in such challenging circumstances and with the restraints placed upon the Pre-school and the rented hall.

Families were contacted via social media to ensure they were kept up to date on events and all staff were contactable during the pandemic, to ensure that children and their families felt supported and any issues could be addressed.

## Section E

## Financial review

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

The charity has yet to implement a reserves policy, but is in the process of doing so. Current reserves remain over £18000 to ensure the Pre-School could meet its statutory obligations should the need arise. Trustees are advised of this rationale at every AGM.

### 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

Signature(s)		
Full name(s)	Leigh Robbins	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	21.06.2021	

## Profit and Loss Report for Chalk Village Pre School

Account	Sep 1, 2019 to Aug 31, 2020		Sep 1, 2018 to Aug 31, 2019	
	Expense	Income	Expense	Income
SALES				
KCC EYPP		302.10		0.00
KCC Funded Fees		56,771.90		60,470.64
KCC SEN Support		300.00		0.00
KCC Senif		2,120.69		0.00
Non Funded Fees		8,703.92		11,866.00
Registration Fees		80.00		40.00
Snack Fund		1,111.91		1,742.00
Uniform Sales		216.56		491.00
<b>Sales (total)</b>		<b>69,607.08</b>		<b>74,609.64</b>
INVESTMENTS				
Bank Interest		64.14		56.90
OTHER INCOME				
Donations - Collaboration		450.00		400.00
Donations - Comp Serv		382.00		0.00
Fund Raising		290.00		1,365.50
Other Income		50.00		80.00
<b>Other Income (total)</b>		<b>1,172.00</b>		<b>1,845.50</b>
<b>Total Revenue (Turnover)</b>		<b>70,843.22</b>		<b>76,512.04</b>
DIRECT EXPENSES				
Arts and Crafts	61.51		541.40	
Fund Raising Costs	85.46		388.74	
Garden Equipment	32.68		54.00	
Snack Fund Costs	613.92		920.06	
Toys and Equipment	149.40		1,024.93	
Toys and Equipment Collab	149.01		0.00	
Toys and Equipment EYPP	192.91		0.00	
Toys and Equipment Senif	104.10		0.00	
Uniform	0.00		78.90	

Wages and HMRC Senif	1,175.96	0.00
Wages and PAYE	62,282.18	65,412.21
<b>Direct Expenses (total)</b>	<b>64,847.13</b>	<b>68,420.24</b>
<b>Gross Profit / (Loss)</b>	<b>5,996.09</b>	<b>8,091.80</b>
INDIRECT EXPENSES		
Accountancy and Bookkeeping	570.00	550.00
General Expenses	360.74	351.17
Insurance	425.07	419.31
Legal and Professional	150.00	180.00
Photo's, Film and Development	48.28	157.80
Postage and Stationery	156.68	290.10
Premises Costs	442.43	73.37
Rent and Rates	5,993.50	5,736.40
Telephone	90.24	75.81
Training Courses & Materials	600.53	222.00
<b>Indirect Expenses (total)</b>	<b>8,837.47</b>	<b>8,055.96</b>
<b>Total Expenses</b>	<b>73,684.60</b>	<b>76,476.20</b>
<b>Net Income</b>	<b>(2,841.38)</b>	<b>35.84</b>

Prepared on Jun 18, 2021 at 3:18:24 PM



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Chalk Village Pre-School

On accounts for the year  
ended

31 August 2020

Charity no  
(if any)

1062607

Set out on pages

As attached on P & L

(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 trustees, you are responsible for the preparation of the accounts in accordance with 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 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.

Signed: PD Gevaux

Date: 18.06.2021

Name: Pauline Gevaux

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

PDG Payroll

Address:

PDG Payroll & Bookkeeping Services  
Spiti Kountou Aimilia  
Graves  
Gastouri



**Section B**

**Disclosure**

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 details of any items that the examiner wishes to disclose.**

NONE