



Trustees' Annual Report for the period

Period start date		Period end date		
From	Day 1st	Month April	Year 2021	To
	31st	March	2022	

Section A Reference and administration details

Charity name Overseal Pre-school

Other names charity is known by

Registered charity number (if any) 1072232

Charity's principal address Village Hall, Woodville Road

Overseal, Swadlincote,

Derbyshire

Postcode

DE12 6LU

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	Charlotte Howes	Chair		
2	Lee Facer	Secretary		
3	Tiffany Devenport	Treasurer		
4	Lisa Savage	Trustee		
5	Helen Day	Trustee/Manager		
6				
7				
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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)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or reappointed annually at the Annual General Meeting held in October

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 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 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)

(a) 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.

(b) 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;

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

Provided Pre-school sessions for children aged 2 to 4 years.
We reached over 25 children and families in the local and surrounding areas.

Please see attached supervisors report.

Section E

Financial review

Brief statement of the charity's policy on reserves

The purpose of the Reserve Policy for Overseal Pre-school is to ensure the stability of the mission, programs, employment, and ongoing operations of the organization. The Operating Reserve is intended to provide an internal source of funds for situations such as a sudden increase in expenses, one-time unbudgeted expenses, unanticipated loss in funding, or uninsured losses. The Reserve may also be used for onetime, nonrecurring expenses that will build long-term capacity, such as staff development, research and development, or investment in infrastructure.

The reserve level is set at £3000 and £3000 is held currently as a reserve.

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)

**Position (eg Secretary, Chair,
etc)**

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Date

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Overseal Pre-school
Summary from 1 April 2021 to 31 March 2022

Balance at 1 April 2021			5280.14
Current Account		2,454.17	
Fundraising Account		69.13	
Redundancy Fund		2,638.58	
Petty Cash		118.26	
Receipts			
Other Income			
Government Funding	46,668.58		
Fees	5,969.50		
Snack	594.50		
Uniform	368.00		
Support	5,517.45		
SSP Reimbursement	<u>250.51</u>		
		59,368.54	
Other Receipts			
Photographs	140.00		
Sundry Receipts	50.30		
Sponsorship	<u>970.03</u>		
		<u>1,160.33</u>	
			<u>60,528.87</u>
			65,809.01
Payments			
Purchases			
Purchases of goods	4.00		
Uniforms	613.04		
Art and Craft	29.72		
Books	17.00		
Snack	511.83		
Paper towels/gloves/aprons	60.52		
Pre-school Equipment	518.41		
Cleaning	260.63		
Tough Spot	10.00		
First Aid	13.56		
Twinkle Subscription	49.56		
EYFS Membership	<u>50.00</u>		
		2,138.27	
Premises			
Rent	4,998.00		
Electricity	<u>45.00</u>		
		5,043.00	

Overseal Pre-school
Summary from 1 April 2021 to 31 March 2022

Staff			
Staff Wages and salaries paid (net)	40,310.48		
Staff PAYE and NIC	4,864.81		
Staff Training	39.60		
Pension	3,423.16		
Xmas Club	<u>2,670.00</u>		
		51,308.05	
Office			
Stationery	8.75		
Postage	70.83		
Telephone	250.00		
Insurance	783.70		
Ofsted Registration	50.00		
Advertising	50.00		
Website	143.04		
Data Protection	35.00		
Internet	221.98		
Software	<u>328.12</u>		
		1,941.42	
Finance Charges			
Bank charges	<u>208.25</u>		
		208.25	
Pre-school Activities			
Xmas Party	100.00		
Leavers Party	225.16		
Gifts	20.00		
Xmas presents	41.00		
Staff Bonus	730.00		
Halloween	<u>12.00</u>		
		<u>1,128.16</u>	
			<u>61,767.15</u>
Balance at 31 March 2022			
Current Account		931.38	
Fundraising Account		425.13	
Redundancy Fund		2,638.58	
Petty Cash		46.77	
			4,041.86



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Overseal Pre-school

**On accounts for the year
ended**

31st March 2022

**Charity no
(if any)**

1072232

Set out on pages

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022.

**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:

D Stallard

Date:

15-12-22

Name:

Mrs D Stallard

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

Address:

9 KEEPERS CLOSE, MOIRA
SWADLINCOTE, DERBYSHIRE
DE12 6DB