

**TANDRIDGE VILLAGE PRE-SCHOOL  
TRUSTEES' REPORT AND CHARITY ACCOUNTS  
FOR THE YEAR ENDED 31ST AUGUST 2020**

**TANDRIDGE VILLAGE PRE-SCHOOL**  
**No. 1075958**  
**ACCOUNTS FOR YEAR ENDED 31ST AUGUST 2020**

**DECLARATION**

The accounts set out on pages 5 and 6 for the financial year (being the period of 12 months to 31st August 2020) and the statement of assets and liabilities at that date set out on page 6 are as approved by the Trustees.

Mike Mann  
**Treasurer**  
**TANDRIDGE VILLAGE PRE-SCHOOL**



Date: 11.6.2021

**TANDRIDGE VILLAGE PRE-SCHOOL  
ANNUAL REPORT FOR THE YEAR TO 31ST AUGUST 2020  
TRUSTEES' REPORT**

The Trustees present herewith the Charity Account statements for the year ended 31st August 2020.

Tandridge Village Pre-school at Tandridge Village Hall, Tandridge Lane, Tandridge, Surrey RH8 9NN is registered with the Charity Commissioners (No. 1075958) in connection with its charitable activities and is constituted by a governing document dated 8th October 1998.

**The charity was administered in the year by a management committee comprising of:**

Officers:

Vicky Pettitt - Chair since January 2018

Mike Mann - Treasurer since January 2019

**Sally Hogg - Secretary since September 2019**

Committee Members:

Hasina Silvester - appointed July 2017

**Emma Joyce - appointed July 2019**

Hannah Muress - appointed November 2019

**Maria Coyle - appointed November 2019**

**Laura Eagar - appointed November 2019**

**Emma Heyburn - appointed Jan 2020**

Trustees are appointed by the existing trustee body.

**During the period following the year end up until the approval of the accounts (June 2021) the management committee changed as follows:**

Officers:

Vicky Pettitt - resigned as Chair October 2020

**Emma Joyce - appointed as Chair October 2020**

Mike Mann - resigned as Treasurer October 2020

**Sally Hogg - appointed as Treasurer October 2020**

Sally Hogg - resigned as Secretary October 2020

**Maria Coyle - appointed as Secretary October 2020**

Committee Members:

Hannah Muress - resigned October 2020

Hasina Silvester - resigned October 2020

**Laura Eagar - appointed November 2019**

Emma Heyburn - appointed January 2020, resigned March 21

Sally Roberts - appointed October 2020 - resigned October 2020 due to Ofsted restrictions

**Elizabeth Abbott - appointed November 2020**

**Sarah Wallace - appointed April 2021**

**Sarah Bridgland - appointed May 2021**

In summary the object of the Pre-School is to enhance the development and education of children, ordinarily under statutory school age, by encouraging parents to understand and provide for the needs of their children and by offering play facilities and training courses, encouraging the study needs of children and their families and furthering the aims of the Pre-School learning alliance.

The Pre-School operates in the Village Hall in Tandridge, Surrey and has close links with St Peter's School in the same village. Suitably qualified and paid staff offer the facilities to children and parents. Funds mainly derive from fees charged to parents and from government grants, together with some fund-raising events each year. There is a surplus of **£10,309** for the year. This has been shown separately on the receipts and payments account on page 5.

#### **INDEPENDENT EXAMINATION OF ACCOUNTS**

Mr Edward K H Wright FCA has acted as an independent examiner for the year and his report is on page 4.

FOR & ON BEHALF OF THE TRUSTEES



Vicky Pettitt  
Chair

**TANDRIDGE VILLAGE PRE-SCHOOL**

Date: 11/06/2021



**TANDRIDGE VILLAGE PRE-SCHOOL  
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
TANDRIDGE VILLAGE PRE-SCHOOL**

I report on the charity accounts of the Trust for the year ended 31st August 2020 which are set out on pages 5 to 6.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is needed. It is my responsibility to: examine the accounts (under section 43(3)(a) of the 1993 Act); to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts in this report.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

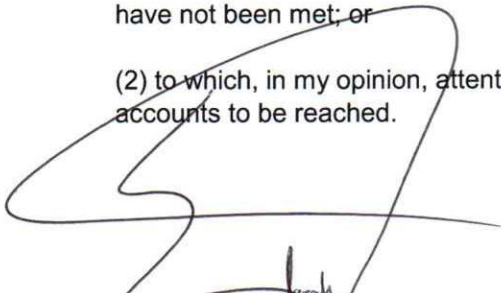
(1) which gives me reasonable cause to believe that in any material respect the requirements

\* to keep accounting records in accordance with section 41 of the 1993 Act; and

\* to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 1993 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mr Edward K H Wright FCA  
Independent examiner

Date: 11/06/2021

**TANDRIDGE VILLAGE PRE-SCHOOL**  
**ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2020**

Y/E  
31/08/2020

Y/E  
31/08/2019

**RECEIPTS AND PAYMENTS ACCOUNT**

**Income receipts**

**Grants and donations**

Donations	£ 460	£ 700
Grants	£ 41,726	£ 77,808
	<u>£ 42,186</u>	<u>£ 78,508</u>

**Operating activities**

Fees paid by Parents	£ 32,124	£ 14,916
Deposits retained	£ 930	£ 491
Fruit and craft	£ 3,001	£ 4,783
Fund raising	£ 3,084	£ 3,590
Photos	£ -	£ 44
Chair hire	£ 16	£ -
Uniform	£ 483	£ 675
	<u>£ 39,638</u>	<u>£ 24,499</u>

**Investment income**

Bank interest	£ 67	£ 39.25
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**Other receipts**

Staff collection/ presents		£ -
Miscellaneous	£ 8,561	£ 160
	<u>£ 8,561</u>	<u>£ 160</u>

**TOTAL RECEIPTS**

<u>£ 90,452</u>	<u>£ 103,206</u>
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**Direct charitable expenditure**

Cooking	£ 24	£ 62
Payroll	£ 64,904	£ 62,994
Rent	£ 7,470	£ 11,050
Refreshments and milk	£ 19	£ 29
Training	£ 1,064	£ 151
Craft supplies	£ 430	£ 551
Fruit	£ 370	£ 694
	<u>£ 74,281</u>	<u>£ 75,532</u>

**Other expenditure**

Printing postage and stationery	£ 730	£ 675
DBS checks	£ 297	£ 157
Photo costs	£ -	£ 1,076
Uniform costs	£ 500	£ 801
Payroll Fees	£ 648	£ 648
Entertaining	£ 44	£ 208
Telephone	£ 572	£ 637
Insurance	£ 639	£ 639
Play Equipment	£ 546	£ 1,887
Fundraising	£ -	£ 252
Computer costs	£ -	£ -
Website	£ 239	£ 30
Donations	£ -	£ -
Cleaning	£ 471	£ 182
Data protection	£ 40	£ 40
Pre-School Learning Alliance	£ 106	£ 106
Tapestry	£ 127	£ 99
Ofsted	£ 50	£ 50
Advertising	£ 192	£ 413
Presents	£ 80	£ 13
Pat testing	£ -	£ 77
Independent examiner fee	£ 360	£ 300
Miscellaneous	£ 220	£ 84
	<u>£ 5,862</u>	<u>£ 8,372</u>

**TOTAL PAYMENTS**

<u>£ 80,143</u>	<u>£ 83,904</u>
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(Deficit)/ Surplus for the year before prior year funding	<u>£ 10,309</u>	<u>£ 19,302</u>
	£ -	£ -
(Deficit)/Surplus for the year	<u>£ 10,309</u>	<u>£ 19,302</u>
Balance Brought Forward	<u>£ 86,837</u>	<u>£ 67,534</u>
<b>Cash and bank balances at 31st August 2017</b>	<u>£ 97,146</u>	<u>£ 86,837</u>

**TANDRIDGE VILLAGE PRE-SCHOOL**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2020**

	Y/E 31/08/2020 £	Y/E 31/08/2019 £
<b>Monetary Assets</b>		
Current Account	£ 49,150	£ 68,357
Deposit Account	£ 50,819	£ 20,752
Cash Float	£ 217	£ 298
	<u>£ 100,186</u>	<u>£ 89,407</u>
Deposit Monies held	-£ 3,040	-£ 2,570
	<u>£ 97,146</u>	<u>£ 86,837</u>
 Surplus/deficit		
<b>Liabilities</b>		
Payroll taxes	<u>£ 341</u>	<u>£ 445</u>
 <b>Non Monetary Assets</b>		
Held for investment purposes - none	<u>-</u>	<u>-</u>
Held for Charity's own use:- Play Equipment- current value	<u>£ 24,674</u>	<u>£ 25,748</u>

**Notes to the Accounts**

**1 Accounting basis**

These accounts have been prepared on the receipts and payments basis and in accordance with the relevant provisions of the Charities Act 1993.

**Miscellaneous**

	Y/E		Y/E	
	31/08/2020		31/08/2019	
Fees	£	103	£	-
Save the children event	£	39	£	-
Petty cash tin under	£	0	£	7
Twinkle account	£	59	£	71
Change for parents	£	6	£	-
Parking	£	-	£	5
Flu jab	£	13	£	-
		<b>220</b>		<b>84</b>