



Trustees' Annual Report for the period

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

Charity name: Cuckoo Meadow Pre-School

Charity registration number: 1077815

Objectives and Activities

<p>Summary of the purposes of the charity as set out in its governing document</p>	<p>Para 1.17</p>	<p>To enhance development and education of children under school age.</p> <ul style="list-style-type: none"> - Offering play, education and care facilities. - Encouraging study of the needs of children and their families. - Adhering to aims of Pre-School Learning Alliance.
<p>Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.</p>	<p>Para 1.17 and 1.19</p>	<p>Cuckoo Meadow offer high quality early years childcare to the local community. It has excellent links to the local primary school and collaborates frequently with the village community. It supports national charities e.g. Children in Need. Trustees have over-riding duty to act lawfully and in the best interests of the charity and its beneficiaries. They are responsible for the effective running of the charity to further its charitable aims.</p>
<p>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</p>	<p>Para 1.18</p>	<p>In setting our objectives and planning our activities our Trustees have given careful consideration to the Charity Commission's public benefit guidance</p>

Additional information (optional)

You may choose to include further statements where relevant about:

<p>SORP reference</p>		
<p>Policy on grant making</p>	<p>Para 1.38</p>	
<p>Policy on social investment including program related investment</p>	<p>Para 1.38</p>	

Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

SORP reference		
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>There were 23 children who attended the pre-school in the year 2019 – 2020 aged 2-4.</p> <p>Due to the Covid-19 Pandemic we operated for 31 weeks of the year. We were closed from 20th March 2020 and opened again 1st June 2020.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	See attached accounts
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	To hold six months running costs which equates to £58,306.31 at the end of August 2020. This meets fluctuations in receipts or payments. It also covers unforeseen financial circumstances.
Amount of reserves held	Para 1.22	£58,306.31
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	At the AGM, the prospective new elected members of the Committee will be those candidates receiving the highest number of votes from the Members, up to a max of 12 elected Committee members in total.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Cuckoo Meadow Pre-School
Other name the charity uses	
Registered charity number	1077815
Charity's principal address	Rathbone Pavilion Church Road North Waltham Basingstoke, Hants RG25 2BL

[illegible][illegible][illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Details of arrangements for safe custody and segregation of such assets from the charity's own assets

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

Fiona Cottrell & Jo Harman, Joint Managers
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Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

	Sarah Rickett	Signature(s)
	SARAH RICKETT	Full name(s)
	CURRENT CHAIR	Position (eg Secretary, Chair, etc)
	8.4.22	Date

**CUCKOO MEADOW PRE-SCHOOL
FINANCIAL STATEMENTS
FOR THE PERIOD ENDING 31ST AUGUST 2020**

Charity Number 1077815

Page	
1	Charity Information
2	Receipts and Payments Account
3 - 4	Notes to the Financial Statements
5	Statement of Assets and Liabilities

CUCKOO MEADOW PRE-SCHOOL
CHARITY INFORMATION

Trustees

Mrs Alice Crocker (Co-Chair)
Mrs Caroline Stapleton (Co-Chair)
Mrs Julie Masefield (Treasurer)
Mrs Sarah Austin (Secretary)
Mr Hugo Ward
Mrs Claire Angell
Mrs Hayley Thomas
Ms Joanne Hamman
Mrs Fiona Cottrell

Charity registration number

1077815

Charity address

Rathbone Pavilion
Church Road
North Waltham
Basingstoke
Hampshire
RG25 2BL

Independent Examiner

Sarah Butler
58 Knight Street
Basingstoke
RG21 8AY

Bankers

Santander
Bootle
Merseyside
G1R 0AA

Signed on behalf of the Trustees

Mrs Alice Crocker

Mrs Julie Masefield

**Cuckoo Meadow Pre-School
Receipts and Payments Account
for the Period 1st September 2019 to 31st August 2020**

INCOME		NOTE	2020	2019
Grants - Hampshire County Council				
Fees				
Fundraising				
Donations - from parents & Kat Andrews sponsored walk				
Sale of uniform				
Gift Aid				
Bank Interest				
Other				
		Note 2	61,272	37,318
		Note 3	7,099	21,747
			3,155	2,785
			536	100
			167	200
			185	349
			348	258
		Note 4	651	865
			73,413	63,623
EXPENDITURE				
Charitable Expenditure				
Rent - reduced due to covid closures				
Staff Salaries		Note 5	5,782	7,905
Training - First Aid			62,520	68,061
Nursery Consumables & Classroom Supplies			445	936
Management and Administration Costs			567	504
Lottery Grant - Ipads, covers & training		Note 6	2,988	2,845
Other Costs			0	0
		Note 7	803	649
			(73,106)	(80,901)
Costs of Generating Funds				
Fundraising costs		Note 8	298	347
			(73,404)	(81,248)
		Note 1	9	(17,625)
TOTAL surplus of Expenditure Over Income				

There were no other gains and losses during the year apart from the Income and Expenditure shown.

All funds held are unrestricted and available to be applied in furtherance of Cuckoo Meadow Pre-School's charitable objectives at the discretion of the Trustees.

**Cuckoo Meadow Pre-School
Notes to the Financial Statements
for the Period Ended 31st August 2020**

1. BALANCE OF ACCOUNTS

2020	2019
£	£
17,145	33,843
57,959	57,700
134	1,321
0	0
75,238	92,863
9	(17,625)
75,247	75,238
TOTAL FUNDS HELD as at the 31st August 2020	TOTAL FUNDS HELD as at the 31st August 2020
Represented by:	
Santander Business Account - balance as at 1st September 2019	Santander Business Account - balance as at 31st August 2020
17,145	15,622
57,959	58,306
134	1,319
0	0
75,247	75,238
TOTAL FUNDS HELD as at the 31st August 2020	TOTAL FUNDS HELD as at the 31st August 2020
Accruals and prepayments	
Petty cash in hand - balance as at 1st September 2019	Petty cash in hand - balance as at 31st August 2020
134	1,319
0	0
134	1,34
0	0
75,238	75,238

Total Funds Held at the Start of the Year

TOTAL surplus of Income Over Expenditure

TOTAL FUNDS HELD as at the 31st August 2020

Represented by:

Santander Business Account - balance as at 31st August 2020
 15,622
 Santander Business Account - balance as at 31st August 2020
 58,306
 Petty cash in hand - balance as at 31st August 2020
 1,319
 Accruals and prepayments
 0
TOTAL FUNDS HELD as at the 31st August 2020
 75,247

2. FEE INCOME

Fees invoiced
 Deposits taken

6,999	21,747
100	0
7,099	21,747

3. FUNDRAISING INCOME

Photography Commission
 Sale of Christmas Cards
 Quiz Night
 Teddy Bear Auction
 My Name tags Commission
 Nativity (including fund match)
 Fun Toddle
 Sale of Tea Towels
 Clothing collection commission
 Easyfundraising commission
 Golf Silent Auction

0	290
304	166
1,647	0
108	0
370	29
0	657
0	669
0	304
652	370
75	80
0	220
3,155	2,785

4. OTHER INCOME

Parental Donations
 End of term parties
 Sale of shopping bags
 Sale of water bottles

645	865
6	0
0	0
0	0
651	865

Cuckoo Meadow Pre-School
Notes to the Financial Statements
for the Period Ended 31st August 2020
(continued)

2019 £

63,723	57,867.06
959	705.98
1,889	2255.51
1,491	1691.66
<u>68,061</u>	<u>62,520</u>

5. STAFF SALARIES

Gross Salaries
Employers National Insurance Contributions
Workplace Pension Contributions: Employee
Employer

6. MANAGEMENT AND ADMINISTRATION COSTS

368	400.54
0	571.98
50	50
106	108
1,328	993.76
414	427.96
540	360
39	75.6
<u>2,845</u>	<u>2,988</u>

Administration (printing/photocopying/office supplies/website)
Website costs - including redesigning
Membership of Ofsted
Pre-School Learning Alliance
British Telecom - Telephone & Internet
Insurance
Accountancy inc independent examination
DBS Checks & Updates

7. OTHER COSTS

233	0
98	198.94
16	0
0	21.59
0	0
266	240
36	53.64
	288.68
<u>649</u>	<u>803</u>

Activities from parental donations: Zoolab & RH Creations
Children's Uniform & Book Bags
Staff Uniform
Children's Water Bottles
Entertainer
Staff Christmas Party
Transfer to fees to childminder due to covid closure
Gifts - childrens & committee leavers

8. FUNDRAISING COSTS

347	298
<u>347</u>	<u>298</u>

Fundraising costs

10. TRUSTEES' INDEMNITY INSURANCE

No charitable funds have been used to purchase insurance to indemnify the Trustees against the consequences of any neglect or default on their part.

11. ACCOUNTING POLICIES

Cuckoo Meadow Pre-School is a registered charity and as such is governed by the Charities Act 2006. Under this Act and the Charities (Accounts and Reports) Regulations 2008, it is classified as a small charity since it has gross income of £500,000 or less and gross assets £2.8m or less and may elect to have an independent examination. This is a simpler form of scrutiny than an audit, but still provides trustees and the public with an assurance that the accounts have been reviewed by an independent person. As in prior years, only a Receipts and Payments Account has been prepared and presented.

**Cuckoo Meadow Pre-School
Statement of Assets and Liabilities
as at 31st August 2020**

Current account - Santander

Bank statement at this date	31/08/2020	15,621.91
Less: outstanding cheques	-	0.00
Total		0.00
Plus: outstanding deposits	-	0.00
Total		0.00
Reconciled bank balance		15,621.91

Deposit account - Santander

Bank statement at this date	31/08/2020	58,306.31
Less: outstanding payments	-	0.00
Plus: outstanding deposits	-	0.00
Reconciled bank balance		58,306.31 *
* 6 months running costs & redundancy packages		

Petty Cash

Cash book balance	31/08/2020	1,318.86
Petty Cash count	31/08/2020	1,318.86

TOTAL FUNDS HELD - as at 31st August 2020

75,247.08

All funds held are unrestricted and available to be applied in furtherance of Cuckoo Meadow Pre-School's charitable objectives at the discretion of the Trustees.

Signed on behalf of the Trustees

Alice Crocker
Chair

Treasurer

Julie Masefield



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's
report on the accounts

Report to the trustees/
members of

CHARITY NAME
CURKOD MEADON P&F-SCHOOL

On accounts for the year
ended

31 August 2020

Charity no
(if any)

1077815

Set out on pages

1-5 of attached.
(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 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.

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:

Name:

SARAH BUTLER

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

AAT

Address:

58 KNIGHT ST
BASINGSTOKE
RG21 8AY

IER

Give here brief details of
any items that the
examiner wishes to
disclose.

N/A

examiners).