



Trustees' Annual Report for the period

From

Period start date

Day
1

Month
9

Year
2019

Period end date

Day
31

Month
8

Year
2020

Charity name

TILEHOUSE STREET PRESCHOOL AND NURSERY

Other names charity is known by

Registered charity number (if any)

1102492

Charity's principal address

Tilehouse Street Baptist Church

Upper Tilehouse Street

Hitchin

Postcode

SG5 2EE

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	Phil Earl	Chair		
2	Clare Pearce	Secretary		
3	Caroline Winter			
4	Helen Watson			
5	Claire Clarson	Treasurer		
6	Claire Day			
7	Rebecca Moseley			
8				
9				
10				
11				
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13				
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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

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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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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)	Elected by the membership

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

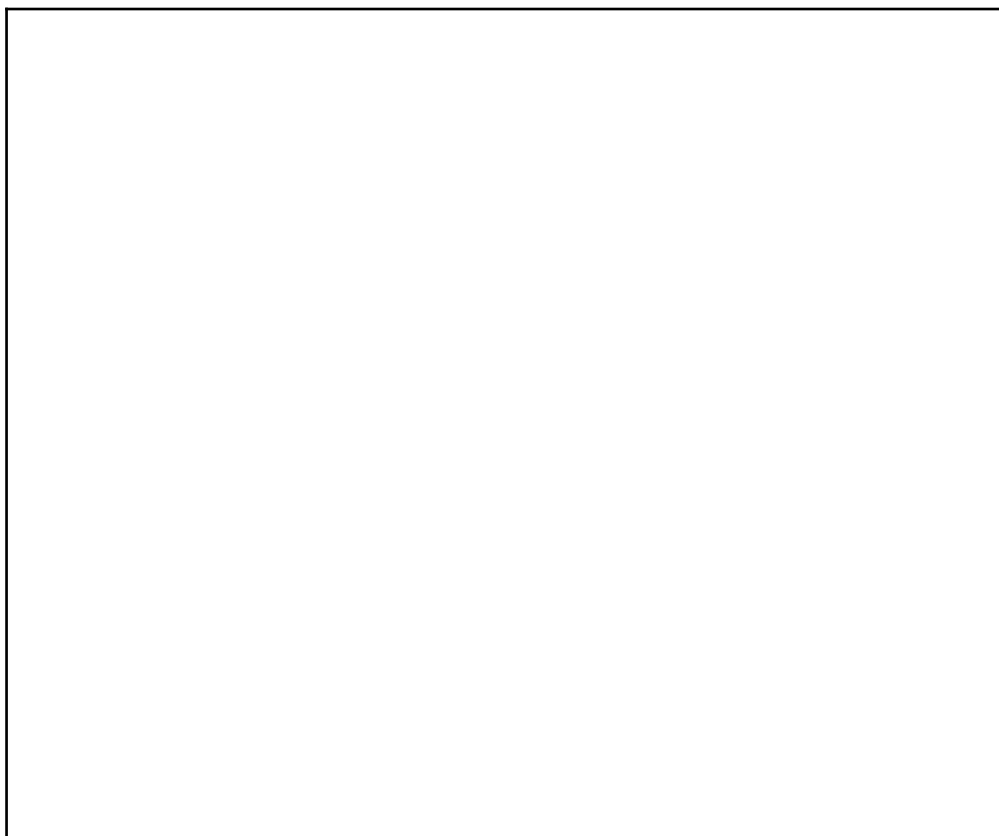
<p>The aims of the Pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:</p> <p>(a) offering appropriate play, education and care facilities, 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</p>
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<p>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)</p>	<p>race, culture, religion, means or ability;</p> <p>(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;</p> <p>(c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.</p>
	<p>Provision of a safe, happy and stimulating environment for 2 ¼ to 5 year olds where children are encouraged to develop to their full potential.</p> <p>I hereby declare that I and the other trustees have had due regard to the commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.</p>

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

This has been a turbulent but ultimately successful year for the setting. After a successful first half of the year, we had an unprecedented time from March 2020 with the turbulence of the pandemic, focussing on reassuring and supporting families whilst juggling staffing and bubbles to keep abreast of appropriate guidance to keep everyone safe. After a period of 'virtual' learning, the setting reopened in July with a cohort of 12 children that needed that support to be able to successfully transition to primary school in September. We had a skeleton team supporting and ample enough times to thoroughly clean.

September 2020 saw Mrs Helen Watson move onto pastures new and Mr Chris Roblett take on the helm as Pre-school & Nursery Manager with Mrs Deborah Tobias as Deputy Manager. In light of the current context, the Manager with his team made a decision that the Nursery and Pre-school children would keep separate throughout the morning sessions and remain in their base rooms rather than as previous where they would mix and socialise in one room. What this has meant is further focused learning and child led activities being taken forward with more space and confidence especially during these times.

But we have had remained steadfast in our mission to keep 'business as usual' and with the hard work of the team we have been able to work with our families to follow our risk assessment and make changes to our building with the entrance and exit, how we communicate through our Family App, email and telephone to replace more of a personable, physical approach to our normal partnership working. Again, through determination, understanding, and an equal measure of hard work, we have had excellent results with satisfied families and incredibly settled children. Their resilience and confidence astound us every day as we manage to navigate through further turbulent times and changes to our service with the respect of keeping the building safe. But since we were able to open, we have been in operation.

We put out our first termly satisfaction questionnaire at the end of September 2020 and compiled a 'You Said, We Did' results feedback which again were very positive and supportive of the measures that we have undertaken in order to keep everyone safe as well as supporting mental health and social development.

Brief statement of the charity's policy on reserves

The preschool holds sufficient reserves to cover redundancy payments consistent with staff T&Cs and expenditure equivalent to approximately half a term's regular payments (including rent and other costs).

Details of any funds materially in deficit

N/A

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**

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

Signed on behalf of the charity's trustees

Signature(s) **PHILIP EARL**

Full name(s) Phil Earl

Position (eg Secretary, Chair, etc) Chair

Date **12 May 2021**

Tilehouse Street Pre-School

Financial Activities Comparison

September 2019 - August 2020

	TOTAL			
	SEP 2019 - AUG 2020	SEP 2018 - AUG 2019 (PP)	CHANGE	% CHANGE
Income				
4000 Fees Received				
4010 Attendance	21,810.24	21,175.05	635.19	2.99971%
4020 Nursery Grants	68,418.59	76,292.62	-7,874.03	-10.32083%
4022 Emerging Needs	1,678.32		1,678.32	
4025 EY Pupil Premium	111.30	604.20	-492.90	-81.57895%
4027 Furlough Payment	13,508.39		13,508.39	
Total 4020 Nursery Grants	83,716.60	76,896.82	6,819.78	8.86874%
4030 Registration	246.00	144.00	102.00	70.83333%
Total 4000 Fees Received	105,772.84	98,215.87	7,556.97	7.69425%
4100 Fund Raising Activities	264.80		264.80	
4105 Sweatshirt, T-Shirt, Book bag	68.50	231.75	-163.25	-70.44229%
4110 Children's Photographs		43.50	-43.50	-100.00%
4118 Bag 2 School	36.00	104.00	-68.00	-65.38462%
4119 Christmas Cards	6.50	49.50	-43.00	-86.86869%
4125 Christmas Shopping Sessions		105.00	-105.00	-100.00%
4130 Christmas Party	101.55	142.50	-40.95	-28.73684%
4132 Waitrose Community donation	364.00	417.00	-53.00	-12.70983%
4145 Samuel Lucas Christmas Fayre	113.50	57.90	55.60	96.02763%
4146 Mother's Day Wrap	74.00	298.20	-224.20	-75.18444%
4150 Sponsored Event		357.50	-357.50	-100.00%
4155 End of Term Concert Fundraising		444.51	-444.51	-100.00%
4156 Holiday Stay and Play	616.82	345.78	271.04	78.3851%
4165 End of Term Party		247.47	-247.47	-100.00%
Total 4100 Fund Raising Activities	1,645.67	2,844.61	-1,198.94	-42.14778%
4200 Donations & Related Gift Aid				
4210 General donations	80.95	204.84	-123.89	-60.48135%
Total 4200 Donations & Related Gift Aid	80.95	204.84	-123.89	-60.48135%
4300 Grants				
4325 PSLA Equipment Grant		0.00	0.00	
Total 4300 Grants		0.00	0.00	
4400 Other Receipts				
4430 Bank Interest Received	31.41	22.57	8.84	39.16704%
4440 Voluntary Contributions	692.85	1,242.25	-549.40	-44.2262%
Total 4400 Other Receipts	724.26	1,264.82	-540.56	-42.7381%
Total Income	£108,223.72	£102,530.14	£5,693.58	5.55308%
TOTAL	£108,223.72	£102,530.14	£5,693.58	5.55308%
Expenditures				
6000 Pre-School Running Costs				
6001 Staff Hours Paid	85,939.54	85,148.45	791.09	0.92907%
6003 - Emerging needs	8.49		8.49	
6005 Employer NIC	0.00	0.00	0.00	
6008 Training Courses & Expenses	631.36	1,603.97	-972.61	-60.63767%

Tilehouse Street Pre-School

Financial Activities Comparison

September 2019 - August 2020

	TOTAL			
	SEP 2019 - AUG 2020	SEP 2018 - AUG 2019 (PP)	CHANGE	% CHANGE
6010 Rent	2,016.00	3,100.00	-1,084.00	-34.96774%
6015 Insurance	597.95	677.25	-79.30	-11.70912%
6020 Phone	792.11	982.19	-190.08	-19.35267%
6022 Stamps & Stationery	586.40	354.79	231.61	65.28087%
6025 Subscriptions & Fees	555.18	465.67	89.51	19.22177%
6030 Domain Name & Web Site	160.79	8.39	152.40	1,816.44815%
6031 Marketing	333.08	720.00	-386.92	-53.73889%
6032 Computer expenses	2,456.83	3,158.99	-702.16	-22.22736%
6035 Ofsted & PSLA	50.00	50.00	0.00	0.00%
6040 Craft items	1,034.94	1,201.27	-166.33	-13.84618%
6045 Toys & Books	269.63	712.65	-443.02	-62.16516%
6046 Updated resources	150.63	76.48	74.15	96.95345%
6050 Equipment	582.71	780.82	-198.11	-25.37204%
6060 Snacks	402.69	420.89	-18.20	-4.32417%
6065 Cleaning & First Aid	836.59	880.87	-44.28	-5.02685%
6075 Staff Sweatshirts & T-Shirts	411.30	164.05	247.25	150.71625%
6085 PPE	299.32		299.32	
6090 Bank Charges	60.00	90.00	-30.00	-33.33333%
Total 6000 Pre-School Running Costs	98,175.54	100,596.73	-2,421.19	-2.40683%
6026 DBS checks	16.20	312.86	-296.66	-94.82197%
6036 EYPP Support	61.03	536.93	-475.90	-88.63353%
6037 SENCo Resources		200.00	-200.00	-100.00%
6100 Fund Raising Costs	114.00		114.00	
6105 Sweatshirt, T-Shirt, Book bag	559.40	75.00	484.40	645.86667%
6111 General Fundraising Costs	30.00	115.04	-85.04	-73.92211%
Total 6100 Fund Raising Costs	703.40	190.04	513.36	270.1326%
6600 Miscellaneous Payments	237.56		237.56	
6620 Outing costs		63.10	-63.10	-100.00%
6650 Staff Social	0.00		0.00	
6680 Contingency Account		59.99	-59.99	-100.00%
Total 6600 Miscellaneous Payments	237.56	123.09	114.47	92.99699%
6690 Reconciliation Discrepancies		0.10	-0.10	-100.00%
6695 Accountancy Fees	750.00		750.00	
Total Expenditures	£99,943.73	£101,959.75	£ -2,016.02	-1.97727%
NET OPERATING INCOME	£8,279.99	£570.39	£7,709.60	1,351.6366%
NET INCOME/(EXPENDITURE)	£8,279.99	£570.39	£7,709.60	1,351.6366%



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Tilehouse Street Preschool and Nursery

On accounts for the year
ended

31 August 2020

Charity no
(if any)

1102492

Set out on pages

1 - 2

(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/YYY.

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:

Tom Parker

Date:

10/05/2021

Name:

Tom Parker

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

ICAEW

Address:

Flat 14 Anayah Apartments

54B Trundleys Road

London, SE8 5FB

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.