



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From** 01.09.2020 **Period start date**  
**To** 31.08.2021 **Period end date**

**Charity name:** GARRAS OWLETS PRESCHOOL

**Charity registration number:** 1124305

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To enhance the development 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;</b> <b>a) offering appropriate play, education and care facilities, family learning, 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 of ability;</b> <b>b) encouraging the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas.</b> <b>c) instigating and adhering to and furthering the aims of the Preschool Learning Alliance.</b>
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.	Para 1.17 and 1.19	<b>Garras Owlets Preschool was established as a response to falling rolls in the school, and to address the need locally for preschool education. It is licenced by Ofsted to take up to 20 children from 2 years to statutory school age.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The Trustees have had regard to the guidance issued by the Charity commission on public benefit.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	

Policy on social investment including program related investment	Para 1.38	
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><b>In 2020-21 Owlets continued its morning sessions Monday to Friday 8.45 – 12, plus Lunch clubs daily from 12-1pm. Afternoon sessions on Monday, Tuesday, Wednesday and Friday.</b></p> <p><b>Staff levels were maintained, training needs were closely monitored and course attended were required.</b></p> <p><b>Close co-operation continued with Garras Primary School ensuring a smooth transition for pupil into the reception class. Other pupils left well prepared for other local schools. This was particularly important given the disruption caused by the global pandemic.</b></p> <p><b>Owlets was judged as outstanding by Ofsted in all areas in March 2015 and May 2022.</b></p> <p><b>Made the choice to register as a provider of 30 hours funding from September 2017 for eligible working families.</b></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	<b>There is a surplus at the end of the period.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The management committee recognises that attendance at Owlets is cyclical. At the end of each academic year a number of funded pupils leave to enter primary school and are replaced by younger non-funded pupils. Younger pupils (2 and 3 years) require a higher staff/pupil ratio of 4:1. Funded children (3+) require a 8:1 ratio. Numbers are always lower in September (the start of the year) and build up as we go through the year. It is necessary to have a financial reserve to support with low-earning period.</b>
Amount of reserves held	Para 1.22	<b>There are reserves of £2500.</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>Government funding of preschool places does not cover the costs of providing them. Garras Owlets remains financially viable due to;</b> <ul style="list-style-type: none"> <li><b>Firm control over staff/pupils ratios i.e. no over staffing</b></li> <li><b>Non- funded payments supplementing some of the shortfall.</b></li> <li><b>Continuous fundraising throughout the year.</b></li> <li><b>The primary school providing the premises and utilities free of charge.</b></li> </ul>

### 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 (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Trust</b>
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	<b>Volunteers elected by the management committee</b>

### 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	<b>GARRAS OWLETS PRESCHOOL</b>
Other name the charity uses	<b>GARRAS OWLETS</b>
Registered charity number	<b>1124305</b>
Charity's principal address	<b>c/o GARRAS CP SCHOOL ST KEVERNE ROAD MAWGAN HELSTON TR12 6AY</b>

## 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	Mrs L Williams	Chairman		The Committee
2	Mrs N Williams	Vice Chair/Asst Treasurer		The Committee
3	Mrs P Nicholas	Treasurer		The Committee
4	Mrs C Savage	Secretary		The Committee
5	Mrs J Kettle	Asst Secretary		The Committee
6	Mrs S Bray	Fundraising lead		The Committee
7	Mrs S Williams			The Committee
8	Mrs R Nisbet			The Committee
9	Mrs B Abingdon			The Committee
10	Mrs G Ely			The Committee
11	Mrs M Bagshaw			The Committee
12	Mrs D Briggs			The Committee
13				
14				
15				
16				
17				
18				
19				
20				

## Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

## 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 adviser	Name	Address

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information


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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Mrs L Williams	Pat Nicholas
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	17.6.22	

**GARRAS OWLETS PRESCHOOL**  
**Profit & Loss Account**  
**for the 12 month period ended 31/08/2021**

**Income**

Funded Places	£37,944.53	
Non Funded places	£8,306.02	
Registration fees	£20.00	
Interest	£0.00	
Collection box	£0.00	
Match Funding	£0.00	
Fundraising	£1,207.50	
Other Donations	<u>£288.27</u>	
		<b>£47,766.32</b>

**Less: Costs**

Staff Costs	£43,138.51	
Payroll fees	£665.78	
Bank charges	£93.83	
Overdraft fee	£0.00	
Ofsted fees	<u>£440.00</u>	£44,338.12

**General expenses:**

Sundry Equipment	£624.82	
Play Equipment	£362.20	
Play Consumables	£75.81	
Stationery	£265.02	
Postage	£2.14	
Sundry medical	£9.44	
Cleaning	£87.34	
Garden	£352.95	
Other expenses	£896.50	
DBS Check	<u>£0.00</u>	£2,676.22

Petty Cash	£0.00	
PLA membership	£681.13	
PLA Public liability ins	£0.00	
PLA Out of School Club ins	<u>£0.00</u>	£681.13
		<b>£47,695.47</b>

Net Surplus (Deficit) for period £70.85

Bank O/B	37,531.72
Surplus	<u>70.85</u>
Bank C/B	<u><u>37,602.57</u></u>



Report to the trustees/  
members of

Charity Name

GARRAS DWLETS PRESCHOOL

On accounts for the year  
ended

31/08/2021

Charity no  
(if any)

Set out on pages

(remember to include the page numbers of additional sheets)

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 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. *Delete [ ] if not applicable.*

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's  
statement

In connection with my examination, no material matters have come to my attention (other than that disclosed below \*) which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Charities 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 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.

\* Please delete the words in the brackets if they do not apply.

Signed: K Carey

Date: 14.06.2022

Name: KATHRYN CAREY

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

Address:

3 TREGELLAST PARC, ST. KEVERNE  
HELSTON, CORNWALL  
TR12 6PD

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.

N/A

