



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st January 2020 To 31st December 2020

Charity name: St. Anne's Pre-school

Charity registration number: 1135346

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The ethos of St Anne's Preschool is to work with parents/carers of children under statutory school age to provide opportunities for their children to learn and develop through play activities in a safe and secure environment. We enhance the children's development and education by encouraging parents whatever their gender, race, culture, religion, means or ability to voluntarily become involved in the activities and to understand and provide for the needs of their children by offering this via community groups and instigating and adhering to and furthering the aims and objectives of the Early Years Alliance.
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	We promote independence, education, health and wellbeing of children and encourage parental involvement in their education. A high priority is to our staff to continue in their professional development (CPD) by attending relevant training courses. We provide term time daily sessions for the children for either 3, 5 or 6 hours each day Mondays to Fridays. Due to the Coronavirus Pandemic the majority of our joint activities during this year were unable to go ahead. However we took part in the "RSPB Big Bird Watch" and parents volunteered to help make bird feeders. The children celebrated "World Book Day" by

		dressing up as characters from a book. Sunflower seeds were sent to all children to grow at home and let us know how tall they grew and we held a Christmas Raffle, which Father Christmas attended albeit through the window!
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have read and acknowledge the guidance issued by the Charity Commission on public benefit, and to our knowledge there has been no deviation from the recommendations. Any new trustees would be given an up to date induction pack, which gives them a brief history of the Pre-school, Charity Structure, and Election Process, Trustee Overview and their roles and responsibilities.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	If available, the pre-school would apply for any grants that would enhance the learning and development of the children.
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	Volunteers are crucial to the charity's work and we always encourage parents/carers to volunteer in various ways as they provide additional support to the setting, staff and children. Unfortunately due to the Coronavirus Pandemic we were not permitted to allow unnecessary visitors into the setting, which included volunteers.
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	Working in partnership with parents/carers, the pre-school continuously uses the information obtained to carefully plan activities and obtain resources to provide the children with stimulating learning experiences in line with their interests and building on these to enhance their development. The pre-school offers a variety of sessions which can be three, five or six hours long. This enables parents/carers to seek job opportunities around these hours helping them to become financially independent and develop their well being. The sessions are offered to children between the ages of 2 and 4 ½ years old. Some of these children are entitled to the Free Early Education Entitlement (FEEE) and the preschool offers funded two year old places to children who are entitled to 2 year old funding. We employ seven fully experienced, qualified and dedicated members of staff and through various training opportunities we ensure that they are up to date with all statutory and regulatory legislation pertaining to the pre-school and to helping the children in their development and care. We operate from a church hall and we continue to have a good relationship with the church members, who remain extremely supportive of the work of the pre-school and are always willing to be accommodating and encouraging

		about our work with the local community. During the Pandemic/Lockdown we continued to stay in touch with our families by email or telephone and families were sent a variety of activities and ideas that they could do with their children whilst at home. We especially made sure that any vulnerable families in our setting were contacted on a regular basis.
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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	The pre-school receives funds via the Free Early Education Entitlement (FEEE) which is given to the children who have turned three as well as entitled two year olds. The pre-school also receives fees from parents whose children are not entitled to the FEEE.
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		During the Covid-19 pandemic the pre-school was able to cover all expenses without claiming from the government furlough scheme
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Funds held in the reserve account are to ensure that the pre-school is able to operate during any financial difficulty and to enable us to meet any financial obligations in the event of closure of the pre-school.
Amount of reserves held	Para 1.22	£76909.78
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	The pre-school has been operating for many years and is well established with a good reputation in the surrounding area. However due to the Pandemic the waiting list for the next academic year is not as normal. Therefore, the trustees will be looking into how to advertise vacancies for September 2021 and to raise the profile of the pre-school further possibly by using social media which seems to be the way.

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	As previously stated the principal sources of funding are received from the Local Authority Free Early Education Entitlement (FEEE) for 2, 3 and 4 year olds and from fee paying families who are not entitled to FEEE. We normally hold a few fund raising events throughout the year including raffles, sponsored events etc. but due to the pandemic this has been limited during this financial year. The amount of funds varies from year to year.
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	The principal risk for the charity would be a reduction in the number of children entitled to the FEEE as fee paying children cannot usually afford to attend for 15/30 hours per week and

		we are only permitted to take 27 children in any one session. Also the increasing salary/pension costs have to be met usually by an increase in fees for fee paying families.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	PSLA Constitution (now EYA) adopted November 2011
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	The pre-school is an unincorporated association
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	Trustees are selected at the Annual General Meetings

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	Copies of the Pre-school policies and procedures are given to any new trustees together with a brief history of the pre-school, charity structure, election process and trustee overview with roles and responsibilities etc.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Chair of Trustees, Committee Member, Manager/Pre-school Leader, Deputy Pre-school Leader, Pre-school Practitioners & Pre-school Assistants
Relationship with any related parties	Para 1.51	N/A
Other		

Reference and Administrative details

Charity name	St. Anne's Pre-school
Other name the charity uses	N/A
Registered charity number	1135346

Charity's principal address	St. Anne's Church Centre, 200A Larkshall Road, Chingford, London, E4 6NP

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	Beryl Stratton	Chair		
2	Eve Stanway	Secretary		
3	Teresa Graham	Treasurer		
4	Jo Kent			
5	Maureen Dickinson			
6				
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[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 adviser	Name	Address
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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)

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Full name(s)

Beryl Stratton	
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Position (eg
Secretary, Chair, etc)

Chair of Trustees

Date

16 th August 2021



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

ST ANNE'S PRE-SCHOOL

On accounts for the year
ended

31ST DECEMBER 2020

Charity no
(if any)

1135346

Set out on pages

1-5

(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 / 12 / 2020.

Responsibilities and
basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. ~~Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (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 no concerns and 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:

Date:

14-8-2021

Name:

SUE McDONALD

Relevant professional
qualification(s) or body

CIMA CHARTERED INSTITUTE OF MANAGEMENT ACCOUNTANTS

(if any):

Address:

31 LARKSWOOD COURT

LONDON

E4 9SE

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.

St. Anne's Pre-School

Controls

Year End 31st December 2020

Cash Book

Opening Balance 68084.13

Banked 91123.42

Drawn 95830.33

Cheques not presented 364.16

Closing Balance 63741.38
(Bank Statement Issued 11th January 2021)

Reserve Account

Opening Balance 66857.21

Total Interest Accrued 52.57

Transfer from Current Account 10000.00

Closing Balance 76909.78
Statement dated 23rd December 2020

Petty Cash

Cash in hand 0.15

Cash drawn 0.00

0.00

Petty Cash Vouchers 0.00

Cash in Hand 0.15
(Float £10.00)


14/3/2021

St. Anne's Pre-School**Year Ending 31st December 2020****EXPENDITURE**

	Spring	Summer	Autumn	Year
Staff Wages	15030.29	28844.90	22615.26	66490.45
PAYE/NIC	598.27	1676.12	1373.76	3648.15
Pensions	478.76	965.27	809.31	2253.34
Staff Training	108.00	36.00	42.00	186.00
Total	16215.32	31522.29	24840.33	72577.94
LBWF Fees Clawback	707.83	668.66	0.00	1376.49
Refund-Fees	0.00	0.00	144.00	144.00
Hall Rent	1890.00	1890.00	2520.00	6300.00
Telephone	0.00	10.00	20.00	30.00
Subscriptions	60.00	194.00	337.24	591.24
Insurance	0.00	762.61	0.00	762.61
Stationery	53.53	37.55	52.16	143.24
Petty Cash	0.00	0.00	0.00	0.00
Equipment	73.16	990.57	23.99	1087.72
Co-Op Sensory Gdn	0.00	434.74	161.54	596.28
Printer Ink	210.07	154.27	393.67	758.01
Materials	96.53	0.00	51.50	148.03
Uniforms-Staff & Child/Bags	0.00	0.00	355.20	355.20
Software	193.20	0.00	0.00	193.20
Sundries	0.00	253.20	513.17	766.37
Transfer to Deposit	0.00	0.00	10000.00	10000.00
Advertising	0.00	0.00	0.00	0.00
Total	3284.32	5395.60	14572.47	23252.39

TOTAL EXPENDITURE	£19,499.64	£ 36,917.89	£ 39,412.80	£ 95,830.33
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SURPLUS/DEFICIT	£ 9,833.70	£ 5,379.23	£ 9,161.38	£ 4,706.91
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Co-Op Sensory Gdn	£0.00	£434.74	£161.54	£5,674.23
(Ring Fenced)	£6,270.51	£5,835.77	£5,674.23	£5,674.23


14/8/2021

St. Anne's Pre-School**Year Ending 31st December 2020****INCOME**

	Spring	Summer	Autumn	Year
<u>Fees Income</u>				
Fees	6780.00	1035.36	7329.55	15144.91
LBWF Funded 3&4 Year Olds	19547.88	29405.25	18541.68	67494.81
LBWF Funded 2 Year Olds	3005.46	829.44	3853.44	7688.34
LBWF Balancing Pymnt 3&4 yr	0.00	3.01	0.00	3.01
LBWF Balancing Pymt Aut19 2Yr	0.00	203.75	0.00	203.75
LBWF Balancing Pymnt 2 yr	0.00	0.00	0.00	0.00
LBWF SEN Fees	0.00	0.00	0.00	0.00
LBWF EYPP	0.00	0.00	0.00	0.00
LBWF EYPP Aut19	0.00	22.26	0.00	22.26
LBWF DAF	0.00	0.00	0.00	0.00
Total Fees	29333.34	31499.07	29724.67	90557.08
<u>Other Income</u>				
Fund Raising	0.00	19.59	430.75	450.34
Donations	0.00	20.00	67.00	87.00
T-Shirts/Sweatshirts(Childrens)	0.00	0.00	29.00	29.00
Sundries	0.00	0.00	0.00	0.00
Total Other Income	0.00	39.59	526.75	566.34
TOTAL INCOME	£ 29,333.34	£ 31,538.66	£ 30,251.42	£ 91,123.42



19/8/2021