



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month Sep	Year 2019		Day 31	Month Aug	Year 2020

#

Section A Reference and administration details

Charity name Ardleigh Pre-School

Other names charity is known by

Registered charity number (if any) 1139129

Charity's principal address c/o 146 Colchester Road
Lawford
Essex
Postcode CO11 2BP

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	Carla Bland	Chairman		
2	Kathryn Adams	Treasurer		
3	Elizabeth Dor	Secretary		
4	Jenny Scofield	Vice-Chair		
5	Karen Booth			
6	Keely Grothier	Fundraising		
7	Kelly Sutton			
8	Karen Booth			
9				
10				
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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

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Elizabeth Nash – Pre-School Manager

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Memorandum & Articles of Association
How the charity is constituted (eg. trust, association, company)	Incorporated Company
Trustee selection methods (eg. appointed by, elected by)	Elected by pre-school members

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.

Memorandum & Articles of Association adopted in-line with Pre-School Learning Alliance.

Section C Objectives and activities

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

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.

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)

- 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 race, culture, religion, means or ability;
- 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;
- instigating and adhering to and furthering the aims and objects of the EYFS
- Ensure policies & risk assessments are relevant and up to date.

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

- Worked with Parish Council to ensure pre-school could still operate under Covid restrictions.
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Section E

Financial review

Brief statement of the charity's policy on reserves

Ardleigh Pre-School holds a separate reserve account which aims to hold monies to cover redundancies and 3 months running costs.

Details of any funds materially in deficit

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.

Main source of income from government funded children, followed by fee paying children.

Fundraising is important and we aim to raise between £2k-£3k per year through Summer Fete, Xmas Fair and commission from selling show programmes at the local agricultural show. This hasn't been possible during the Covid restrictions so limited fundraising has been achieved.

All profits are fed back into the pre-school to benefit the children; this could include investment in staff, premises, training and equipment.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Jenny Scofield

Position (eg Secretary, Chair, etc)

Vice-Chair

Date

6th July 2021

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Registered Number 07327724

ARDLEIGH PRE-SCHOOL

Micro-entity Accounts

31 August 2020

Micro-entity Balance Sheet as at 31 August 2020

	<i>Notes</i>	<i>2020</i>	<i>2019</i>
		£	£
Fixed Assets	806	170	
Current Assets	29,919	18,938	
Creditors: amounts falling due within one year	(5,891)	(3,699)	
Net current assets (liabilities)	<u>24,028</u>	<u>15,239</u>	
Total assets less current liabilities	<u>24,834</u>	<u>15,409</u>	
Total net assets (liabilities)	<u>24,834</u>	<u>15,409</u>	
Reserves	<u>24,834</u>	<u>15,409</u>	

- For the year ending 31 August 2020 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.
- The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.
- The accounts have been prepared in accordance with the micro-entity provisions and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the Board on 11 June 2021

And signed on their behalf by:

J Scofield, Director

Notes to the Micro-entity Accounts for the period ended 31 August 2020

1 Employees

	<i>2020</i>	<i>2019</i>
Average number of employees during the period	10	10

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ARDLEIGH PRE-SCHOOL

I report on the accounts of the company for the year ended 31 August 2020, which are set out on pages 1 to 3.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income does not exceed £250,000 and I am an independent person who is reasonably believed by the charity trustees to have the requisite ability and practical experience to carry out a competent examination of the accounts.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- Examine the accounts under Section 145 of the 2011 Act;
- To follow the procedures laid down in the general Directions given by the Charity Commission under Section 145(5)(b) of the 2011 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 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 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 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 matter has come to my attention:

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

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principals of the Statement of Recommended Practice:

Accounting and Reporting by Charities have not been met; or

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

Name: Malcolm Barclay

Address: The Old Forge, East Street, Colchester, Essex, CO1 2TP

Date: