



Trustees' Annual Report for the period

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|-------------|-------------------|--------------------|--------------|-----------|-----------------|-----------------|--------------|
| From | Period start date | | | To | Period end date | | |
| | Day 1st | Month September | Year 2019 | | Day 31st | Month August | Year 2020 |

Section A Reference and administration details

Charity name

Wray School Pre-School

Other names charity is known by

Registered charity number (if any)

1142503

Charity's principal address

WRAY VILLAGE INSTITUTE

MAIN STREET, WRAY

LANCASTER

Postcode

LA2 8QA

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 | Anne Phillips | Chair | | Committee |
| 2 | Helen Harrison | | | Committee |
| 3 | David Wootton | Treasurer | | Committee |
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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)

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Section B Structure, governance and management

Description of the charity's trusts

| | |
|---|-----------------------------|
| Type of governing document (eg. trust deed, constitution) | Trust Deed dated 31.10.2011 |
| How the charity is constituted (eg. trust, association, company) | Trust |
| Trustee selection methods (eg. appointed by, elected by) | Appointed by Trustees |

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.

Standard Registration

Section C Objectives and activities

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

1. To provide high quality care and facilities for recreation and education for children within the school term
2. To provide care and education development to those children under statutory school age
3. To advance the development and education of children under statutory school age in the area of benefit by encouraging parents to understand and provide for the educational, developmental and other needs of their children

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)

The continued development of staff to maintain a high standard of provision to develop care and education to all the children.

To ensure safeguarding and protection at all times

The trustees are to follow the statutory declaration and guidance issued by the Charity Commission

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

Ongoing staff training

Continue to provide a high quality of child care, learning and development. With Forest School on both days and children coming from the local area to attend

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity likes to retain 3 months of running costs in the savings account.

Other cash reserves are used as required for assets for the pre school

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.

The principal source of funds is through fees

There are also fund raising activities both in conjunction with Wray-with-Botton Endowed Primary School and by the parents and teachers at the pre-school

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) |  <small>AJPhillips (Jul 8, 2021 09:16 GMT+1)</small> |  <small>H D Harrison (Jul 10, 2021 12:21 GMT+1)</small> |
| Full name(s) | Anne Phillips | Helen Harrison |
| Position (eg Secretary, Chair, etc) | Chair | |
| Date | Jul 8, 2021 | Jul 10, 2021 |

Independent examiners report to the Trustees of Wray Preschool

I report on the accounts of the Trust for the year ended 31 August 2020 which are set out on page 1

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.

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 matter has come to my attention:

- 1) which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

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



David Wootton ACMA

7th July 2021

Accounts 1st September 2019 -31st August 2020

| | Current 2019 -2020 | | Prior 2018- 2019 | |
|-------------------------------------|--------------------|--------------------------|-------------------|--------------------------|
| | £ | £ | £ | £ |
| Turnover | | | | |
| Fees | £5,057.95 | | £12,133.82 | |
| NEF | £23,617.69 | | £21,498.33 | |
| | <u>£28,675.64</u> | | <u>£33,632.15</u> | |
| Other Income | | | | |
| Fundraising | £610.10 | | £1,038.00 | |
| Grants | £2,728.59 | | £0.00 | |
| Donations | £63.20 | | £0.00 | |
| Bank Interest | £75.03 | | £30.65 | |
| Other | £114.40 | | £0.00 | |
| | <u>£3,591.32</u> | | <u>£1,068.65</u> | |
| TOTAL INCOME | | <u>£32,266.96</u> | | <u>£34,700.80</u> |
| Cost Of Sales | | | | |
| Salaries | £27,698.99 | | £32,025.75 | |
| Pension | £649.75 | | £315.44 | |
| Catering Costs | £592.79 | | £124.06 | |
| Consumables | £130.58 | | £180.24 | |
| Equipment | £1,090.80 | | £767.01 | |
| | <u>£30,162.91</u> | | <u>£33,412.50</u> | |
| Administrative Expenses | | | | |
| Rent & Rates | £1,000.00 | | £1,000.00 | |
| Insurance | £697.92 | | £588.16 | |
| Office Costs | £198.76 | | £315.93 | |
| Meeting Costs | £0.00 | | £0.00 | |
| Training | £123.28 | | £135.00 | |
| Other | £70.00 | | £70.00 | |
| | <u>£2,089.96</u> | | <u>£2,109.09</u> | |
| TOTAL EXPENSES | - | <u>£32,252.87</u> | - | <u>£35,521.59</u> |
| NET ANNUAL SURPLUS/(DEFICIT) | | <u>£14.09</u> | | <u>-£820.79</u> |
| <i>Fund brought forward</i> | | £18,657.19 | | £19,477.98 |
| TOTAL FUNDS | | <u>£18,671.28</u> | | <u>£18,657.19</u> |
| Balances | | | | |
| Co-operative bank | | £22,531.19 | | £16,036.31 |
| Cash | | £9.84 | | £483.93 |
| NEF in advance | | -£4,017.59 | | |
| Amounts owed by parents | | £147.84 | | £2,136.95 |
| | | <u>£18,671.28</u> | | <u>£18,657.19</u> |










Preschool Annual Return

Final Audit Report

2021-07-10

| | |
|-----------------|--|
| Created: | 2021-07-07 |
| By: | David Wootton (david@woottonandco.com) |
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