



# Trustees' Annual Report for the period

		Period start date		Period end date	
	1 <sup>st</sup>	September	2020	31 <sup>st</sup>	August
<b>From</b>				<b>To</b>	

## Section A Reference and administration details

Charity name

Ilkley Pre-School Playgroup

Other names charity is known by

Registered charity number (if any)

1155808

Charity's principal address

Friends Meeting House

Queens Road

Ilkley

Postcode

LS29 9QJ

### 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	Tracy Fearnley	Manager		
2	Ruth Davies	Chair		
3	Mary Berry	Treasurer		
4	Craig Berry			
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
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

**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)

Constitution, adopted on 6<sup>th</sup> February 2014

How the charity is constituted  
(eg. trust, association, company)

Charitable Incorporated Organisation

Trustee selection methods  
(eg. appointed by, elected by)

Trustees are all staff or parents of children attending Ilkley Pre-School Playgroup. New trustees are elected at a meeting of 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.

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## Section C Objectives and activities

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

The charity works for the public benefit having as its objects the development and education of children and young people in particular by:

- (1) promoting their care and safety;
- (2) promoting their education and promoting parental involvement;
- (3) promoting their health and wellbeing;
- (4) providing services to support them and their families and carers;
- (5) providing services to individuals holding membership of the Charitable Incorporated Organisation; and
- (6) furthering the aims of the Pre-School Learning Alliance.

**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)**

In planning our activities for the year, the trustees have given consideration to the Charity Commission's public benefit requirements. The trustees consider that the public benefit requirement was met by the main activity during the year; the pre-school education of 19 children.

All children who attend the setting are allocated a key person and each child has a learning journal that includes written observations, samples of work and photographs of the child involved in activities. All activities are linked to the learning outcomes within the Early Years Foundation Stage and by following this document we ensure that all children are making steady progress.

Alongside providing all continuous provision (construction, numeracy, craft, outdoor, literacy etc) the children also enjoyed:

- The children celebrated international day by dressing up and eating different foods from around the world.
- We introduced yoga to help with the children's mindfulness and wellbeing.
- We observed caterpillars transform into butterflies using a kit from insectlore.
- The children took part in many explorer walks in and around Ilkley.
- We had a crazy hair day where staff and children came with crazy hair!
- The children also celebrated World Book Day by dressing- up as characters from a book.
- We held 2 open afternoons, when the children were not in the building, to encourage new starters.
- A two week summer holiday club was run with a different focus each day – this was well attended.

#### **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.

## **Section D**

## **Achievements and performance**

**Summary of the main achievements of the charity during the year**

During the year the pre-school was open for the full 38 weeks and provided 21 hours per week of care and education.

19 children, aged 2 to 4 years old, attended the pre-school over the course of the year.

27 children, aged 2 to 8 years old, attended the summer club run for two weeks during the summer holidays.

## Section E Financial review

### Brief statement of the charity's policy on reserves

To hold sufficient reserves to cover statutory redundancy payments and associated costs which may arise in the event of the closure of the preschool or the cost of temporary relocation of activities. In addition, the trustees consider it prudent to hold some reserves to cover unforeseen costs and the impact of adverse fluctuations in the number of children enrolled.

The preschool made a small financial gain this year.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

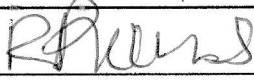
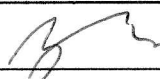
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## 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)	Ruth Davies	Mary Berry
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	29.6.22	





CHARITY COMMISSION  
FOR ENGLAND AND WALES

**Ilkley Pre-School Playgroup**

**1155808**

**CC16a**

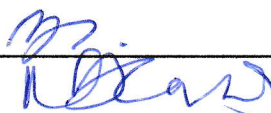

**Receipts and payments accounts**

For the period from	1st September 2020	to	31st August 2021
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**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fees and registrations	37,699	-	-	37,699	23,298
Fundraising	404	-	-	404	5,069
Other income	1,187	-	-	1,187	2,293
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (gross income for AR)</b>	<b>39,290</b>	<b>-</b>	<b>-</b>	<b>39,290</b>	<b>30,660</b>
<b>A2 Asset and investment sales</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>39,290</b>	<b>-</b>	<b>-</b>	<b>39,290</b>	<b>30,660</b>
<b>A3 Payments</b>					
Staff salaries	28,615	-	-	28,615	26,305
Staff training	139	-	-	139	72
Rent	6,180	-	-	6,180	5,060
Phone and broadband	403	-	-	403	336
Equipment and daily items	976	-	-	976	4,606
Other expenditure	412	-	-	412	1,079
Marketing	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>36,725</b>	<b>-</b>	<b>-</b>	<b>36,725</b>	<b>37,458</b>
<b>A4 Asset and investment purchases</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>36,725</b>	<b>-</b>	<b>-</b>	<b>36,725</b>	<b>37,458</b>
<b>Net of receipts/(payments)</b>	<b>2,564</b>	<b>-</b>	<b>-</b>	<b>2,564</b>	<b>- 6,798</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	34,550	-	-	34,550	41,348
<b>Cash funds this year end</b>	<b>37,115</b>	<b>-</b>	<b>-</b>	<b>37,115</b>	<b>34,550</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £																								
<b>B1 Cash funds</b>	<table border="1"> <tr> <td>Bank account</td> <td>37,143</td> <td>-</td> <td>-</td> </tr> <tr> <td>Petty cash account</td> <td>29</td> <td>-</td> <td>-</td> </tr> <tr> <td></td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td><b>Total cash funds</b></td> <td><b>37,115</b></td> <td>-</td> <td>-</td> </tr> </table> <p>(agree balances with receipts and payments account(s))</p>	Bank account	37,143	-	-	Petty cash account	29	-	-		-	-	-	<b>Total cash funds</b>	<b>37,115</b>	-	-											
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	-	-	-																									
<b>Total cash funds</b>	<b>37,115</b>	-	-																									
<b>B2 Other monetary assets</b>	<table border="1"> <tr> <td>Details</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td></td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td></td> <td>-</td> <td>-</td> <td>-</td> </tr> </table>	Details	-	-	-		-	-	-		-	-	-															
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	-	-	-																									
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<b>B3 Investment assets</b>	<table border="1"> <tr> <td>Details</td> <td>Fund to which asset belongs</td> <td>Cost (optional)</td> <td>Current value (optional)</td> </tr> <tr> <td></td> <td></td> <td>-</td> <td>-</td> </tr> <tr> <td></td> <td></td> <td>-</td> <td>-</td> </tr> <tr> <td></td> <td></td> <td>-</td> <td>-</td> </tr> </table>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)			-	-			-	-			-	-											
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		-	-																									
		-	-																									
		-	-																									
<b>B4 Assets retained for the charity's own use</b>	<table border="1"> <tr> <td>Details</td> <td>Fund to which asset belongs</td> <td>Cost (optional)</td> <td>Current value (optional)</td> </tr> <tr> <td></td> <td></td> <td>-</td> <td>-</td> </tr> <tr> <td></td> <td></td> <td>-</td> <td>-</td> </tr> <tr> <td></td> <td></td> <td>-</td> <td>-</td> </tr> </table>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)			-	-			-	-			-	-											
Details	Fund to which asset belongs	Cost (optional)	Current value (optional)																									
		-	-																									
		-	-																									
		-	-																									
<b>B5 Liabilities</b>	<table border="1"> <tr> <td>Details</td> <td>Fund to which liability relates</td> <td>Amount due (optional)</td> <td>When due (optional)</td> </tr> <tr> <td></td> <td></td> <td>-</td> <td></td> </tr> <tr> <td></td> <td></td> <td>-</td> <td></td> </tr> <tr> <td></td> <td></td> <td>-</td> <td></td> </tr> <tr> <td></td> <td></td> <td>-</td> <td></td> </tr> <tr> <td></td> <td></td> <td>-</td> <td></td> </tr> </table>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)			-				-				-				-				-				
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		-																										
		-																										
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Signed by one or two trustees on behalf of all the trustees		Signature	Print name	Date of approval																								
			Mary Berry	29.6.22																								
			Ruth Davies	29.6.22																								





**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Ilkley Pre-school Playgroup

**On accounts for the year  
ended**

31 August 2021

**Charity no  
(if any)**

1155808

**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 31/08/2021.

**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 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:** 

**Date:** 25/06/2022

**Name:** Mhairi Tomlinson FCA

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

ICAEW (Institute of Chartered Accountants in England and Wales)

**Address:**

25 Beverley Rise

Ilkley

LS29 9DB

**Section B**

**Disclosure**

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.**

No matters have come to my attention that require disclosure