

**Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 August 2020  
for  
Checkendon Pre School CIO**

Simon Porter & Co Accountants Ltd  
1 Prospect Street  
Caversham  
Reading  
RG4 8JB

# **Checkendon Pre School CIO**

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**Checkendon Pre School CIO**  
**Report of the Trustees**  
**for the Year ended 31 August 2020**

The trustees present their report with the financial statements of the charity for the year ended 31 August 2020.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1156803

**Principal address**

Checkendon Village Hall  
Main Street  
Checkendon  
Oxfordshire  
RG8 0SR

**Trustees**

Mrs H Pivonka  
Mrs K Pullan  
Mrs E Hines  
Mrs A West

**Independent examiner**

Kim Swain  
Simon Porter & Co Accountants Ltd  
1 Prospect Street  
Caversham  
Reading  
RG4 8JB

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust, and is constituted as a charitable incorporated organisation.

**Organisational structure**

Two full-time and one part-time staff remain in post. Overall staff qualification levels are above those required by OFSTED. An experienced manager and deputy manager remain in post.

**Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure that appropriate controls are in place to provide reasonable assurance against fraud and error.

## **Checkendon Pre School**

### **Trustees Annual Report (continued) for the Year ended 31 August 2020**

#### **ACHIEVEMENT AND PERFORMANCE**

The pre-school had another successful year during 2019-20. There were over 30 children attending the pre-school drawn from Oxfordshire and Berkshire. As usual, there was a rich and varied curriculum, fostering learning through play in line with guidelines laid down by OFSTED. Fees are still amongst the lowest in the area and considered to be extremely good value for money.

#### **FINANCIAL REVIEW**

The pre-school started off the year strongly, with child numbers higher than the year before. However, in March 2020 the global coronavirus pandemic hit which meant the pre-school was required to close for several months. During this time, the pre-school took advantage of the coronavirus job retention scheme, as well as grants provided by Oxfordshire County Council, and rent relief from the village hall. The pre-school reopened on 1 June 2020 with limited numbers and no breakfast club. Despite the challenges, the pre-school ended the year with a cash balance of £41k which was an £8k increase on the prior year's closing balance

#### **FUTURE DEVELOPMENTS**

The pre-school continues to be an integral part of the Checkendon village community. Despite the challenges of a global pandemic, due to the continued commitment of the long serving staff, the pre-school continues to grow.

Approved by order of the board of Trustees on 15 July 2021 and signed on its behalf by:



.....  
Mrs H Pivonka - Trustee

## Checkendon Pre School CIO

### Independent Examiner's Report to the Trustees of Checkendon Pre School CIO

I report on the accounts for the year to 31 August 2020, which are set out on pages four to eight.

#### 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 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 material matters have come to my attention which give 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 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.



Kim Swain MA (Oxon) FCA  
Simon Porter & Co Accountants Ltd  
1 Prospect Street  
Caversham  
Reading  
RG4 8JB

22 July 2021

# Checkendon Pre School CIO

## Statement of Financial Activities for the Year ended 31 August 2020

	Note	2020 Unrestricted Funds £	2019 Total Funds £
<b>Income from:</b>			
Charitable activities	2	60,544	60,335
Other trading activities	3	2,010	4,817
Other	4	11,552	-
<b>Total income</b>		<u>74,106</u>	<u>65,152</u>
<b>Expenditure on:</b>			
Charitable activities	5	64,375	70,087
Raising funds	6	-	1,378
		<u>64,375</u>	<u>71,465</u>
<b>Net income/(expenditure) and net movement in funds</b>		<u>9,732</u>	<u>(6,313)</u>
<b>Reconciliation of funds:</b>			
<b>Total funds brought forward</b>		29,419	35,732
<b>Total funds carried forward</b>		<u>39,151</u>	<u>29,419</u>

The notes form part of these financial statements

# Checkendon Pre School CIO

## Balance Sheet 31 August 2020

	Note	2020 Unrestricted Funds £	2019 Total Funds £
<b>Fixed Assets</b>			
Tangible Assets	9	-	-
<b>Current Assets</b>			
Cash at bank		40,832	30,676
		<u>40,832</u>	<u>30,676</u>
<b>Creditors</b>			
Amounts falling due within one year	10	(1,681)	(1,257)
<b>Net Current Assets</b>		<u>39,151</u>	<u>29,419</u>
<b>NET ASSETS</b>		<u>39,151</u>	<u>29,419</u>
<b>Funds</b>			
Unrestricted funds	11	39,151	29,419
<b>TOTAL FUNDS</b>		<u>39,151</u>	<u>29,419</u>

The financial statements were approved by the Board of Trustees on 15 July 2021 and were signed on its behalf by



.....  
Mrs H Pivonka - Trustee

The notes form part of these financial statements

# Checkendon Pre School CIO

## Notes to the Financial Statements for the Year ended 31 August 2020

### 1 Accounting policies

#### Accounting convention

The financial statements have been prepared under the historic cost convention, and in accordance with the Statement of Recommended Practice, "Accounting and Reporting by Charities" (SORP FRS102) and applicable UK Accounting Standards and the Charities Act.

#### Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

#### Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Plant and machinery	25% of cost
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#### Taxation

The charity is exempt from tax on its charitable activities.

#### Fund accounting

Unrestricted funds can be used in accordance with the charitable activities at the discretion of the trustees.

Restricted funds can only be used for particular purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

### 2 Income from charitable activities

	2020 £	2019 £
Fees	25,221	32,926
Government Funding	35,323	27,409
	<u>60,544</u>	<u>60,335</u>

### 3 Income from other trading activities

	2020 £	2019 £
Fundraising events	2,010	4,817
	<u>2,010</u>	<u>4,817</u>

### 4 Other income

	2020 £	2019 £
Coronavirus grant	5,000	-
Coronavirus job retention scheme	6,552	-
	<u>11,552</u>	<u>-</u>



# Checkendon Pre School CIO

## Notes to the Financial Statements - continued for the Year ended 31 August 2020

### 5 Charitable activities

Wages and pensions	56,958	60,031
Services provided	1,256	2,088
Other operating leases	3,037	5,018
Insurance	835	865
Accountancy and payroll	884	420
Stationery & office supplies	848	877
Telephone	556	788
	<u>64,375</u>	<u>70,087</u>

<b>2020</b>	<b>2019</b>
<b>£</b>	<b>£</b>

### 6 Fundraising Trading: Cost of Goods Sold and other costs

Support Costs	-	1,378
	<u>-</u>	<u>1,378</u>

### 7 Trustees Remuneration and Benefits

There were no trustees' remuneration or other benefits or expenses paid for the year ended 31 August 2020 (2019 - nil).

### 8 Staff Costs

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Wages and Salaries	56,958	52,361
	<u>56,958</u>	<u>52,361</u>

The average monthly number of employees during the year was as follows:

Pre School Staff	<u>3</u>	<u>3</u>
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No employee received emoluments in excess of £60,000.

### 9 Tangible Fixed Assets

Plant and  
machinery  
£

#### Cost

At 1 September 2019 and 31 August 2020	<u>13,774</u>
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#### Depreciation

At 1 September 2019 and 31 August 2020	<u>13,774</u>
At 31 August 2020	<u>13,774</u>

#### Net Book Value

At 31 August 2020	<u>-</u>
At 31 August 2019	<u>-</u>

# Checkendon Pre School CIO

## Notes to the Financial Statements - continued for the Year ended

### 10 Creditors: Amounts Falling Due within one year

	2020 £	2019 £
Other Creditors	1,681	1,257
	<u>1,681</u>	<u>1,257</u>

### 11 Movement in Funds

	At 1 September 2019 £	Income £	Expenditure £	At 31 August 2020 £
<b>Unrestricted Funds</b>				
General Fund	29,419	74,106	(64,375)	39,151
Total Funds	<u>29,419</u>	<u>74,106</u>	<u>(64,375)</u>	<u>39,151</u>

# Checkendon Pre School CIO

## Detailed Statement of Financial Activities for the Year ended 31 August 2020

	2020 £	2019 £
<b>Income from:</b>		
Charitable activities		
Fees	25,221	32,926
Government Funding	35,323	27,409
	<u>60,544</u>	<u>60,335</u>
Other trading activities		
Fundraising events	<u>2,010</u>	<u>4,817</u>
Other		
Coronavirus grant	5,000	-
Coronavirus job retention scheme	6,552	-
	<u>11,552</u>	<u>-</u>
<b>Total income</b>	<u>74,106</u>	<u>65,152</u>
<b>Expenditure on:</b>		
Charitable activities		
Wages and pensions	56,958	60,031
Services provided	1,256	2,088
Other operating leases	3,037	5,018
Insurance	835	865
Accountancy and payroll	884	420
Stationery & office supplies	848	877
Telephone	556	788
	<u>64,375</u>	<u>70,087</u>
Raising funds	<u>-</u>	<u>1,378</u>
<b>Total expenditure</b>	<u>64,375</u>	<u>71,465</u>
<b>Net Surplus/(Deficit)</b>	<u>9,732</u>	<u>(6,313)</u>

This page does not form part of the statutory financial statements