

**CHILDREY LITTLE DUCKS
PRE-SCHOOL**

**REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020**

CHARITY NUMBER: 1157264

CHILDREY LITTLE DUCKS PRE-SCHOOL

LEGAL AND ADMINISTRATIVE INFORMATION

Registered Number: 1157264

Trustees: Tom Pryor
Sarah Harris
John Bale
Sarah Gibbard
Kate Walsh
Trudi D'Angeli (appointed September 2019)
Lelani von Moltke (resigned August 2020)
Helen Matikainen-El Abouss (resigned September 2019)
Lucinda de Quincey Adams (resigned November 2019)
Camilla Bunney (resigned November 2019)

Independent Examiner: Paul Marcham

Bankers: Santander
Bridle Road
Bootle
L30 4GB

Registered Address: The Fletcher Pavilion
Playing Field
Childrey
Oxfordshire
OX12 9NT

CHILDREY LITTLE DUCKS PRE-SCHOOL

REPORT OF THE TRUSTEES ACCOUNTS FOR THE PERIOD ENDED 31 AUGUST 2020

The Trustees present their report along with the Financial Statements of Childrey Little Ducks Pre-School (the Charity) for the period ended 31 August 2020. Legal and administrative information set out on page 1 forms part of this report. The Financial Statements have been prepared in accordance with the charity's Trust Deed and the Statement of Recommended practice "Accounting and Reporting by Charities" (SORP 2005) and the Charities Act 2011.

The Childrey Little Ducks Pre-School, Childrey, Oxfordshire, is registered with the Charity Commissioners No: 1157264 and constituted by Deed of Trust

Objects Of The Charity

The object of the charity is to enhance the development of children under statutory school age in a parent-involving, community based group.

Organisation

The charity is administered by a Management Committee comprising:

Tom Pryor
Sarah Harris
John Bale
Sarah Gibbard
Kate Walsh
Trudi D'Angeli (appointed September 2019)
Lelani von Moltke (resigned August 2020)
Helen Matikainen-El Abouss (resigned September 2019)
Lucinda de Quincey Adams (resigned November 2019)
Camilla Bunney (resigned November 2019)

All members of the committee are trustees of the charity.

Regular Management Committee meetings have been held over the past twelve months. All decisions affecting the charity are discussed at these meetings.

The committee have continued to apply the guidance from the OCC Business Development Officer on improving the sustainability of the pre-school and the Step into Training Business Success for Children programme run by the OCC.

Management Committee members and Trustees are appointed at the discretion of existing members.

Review Of The Activities And Future Developments

At 31 August 2020, total funds were £74,685 (as disclosed in Section A of the attached Accounts). Of these funds, £20,750 was restricted to the relocation fund for the objective of funding a permanent location for the pre-school.

CHILDREY LITTLE DUCKS PRE-SCHOOL

REPORT OF THE TRUSTEES ACCOUNTS FOR THE PERIOD ENDED 31 AUGUST 2020

Reserves Policy

It is the policy of the charity to maintain its free reserves held in a separate savings account at a level which equates to approximately three month's unrestricted expenditure. The trustees consider that this provides sufficient funds to cover management, administration and support costs.

Risk Management

The trustees have examined the major risks to which the charity is exposed and confirm that systems are in place to mitigate our exposure to the major risks.

Statement Of Trustees' Responsibilities

The Trustees are required under the constitution of the Charity to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of its results for the period. In preparing those financial statements, the Trustees are required to:

- ☐ select suitable accounting policies and then apply them consistently
- ☐ make judgements and estimates that are reasonable and prudent
- ☐ state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the Financial Statement
- ☐ prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the Financial Statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention of fraud and other irregularities.

Approval

This report was approved by the Trustees on 1 March 2021 and signed on its behalf by:

S Harris

Sarah Harris
Treasurer

CHILDREY LITTLE DUCKS PRE-SCHOOL

INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES

I report on the accounts of the Charity for the period ended 31 August 2020 which are set out on pages 6 to 7.

Respective responsibilities of Trustees and Examiner

As the Charity's Trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of S144 of the Charities Act 2011 (the Act) does not apply. It is my responsibility to state on the basis of procedures specified in the General Directions given by the Charity Commissioners under S145 (5)(b) of the Act, 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 Commissioners. 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 the seeking of 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, I do not express an audit opinion on the view given by the accounts.

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 S130 of the Act; and
- ☐ to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

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Paul Marcham

Chair's Report- Little Ducks Pre-school AGM- 26th November 2020

This is now my second year as chair of the Pre- School Committee and it has been a year like no other.

I would firstly like to thank all of my counter parts on the committee. As voluntary roles to support the running of the pre-school, this year has presented many challenges and everyone on the committee has shown incredible dedication and commitment.

Secondly, a big thank you to our staff. They have shown how passionate and committed they are to the Little Duck's pre-school, going above and beyond and adapting working practices after being allowed to re-open after the national lockdown.

I must also thank the trustees of the Pavillion Committee. Their hospitality allows Little Ducks to operate from a beautiful and rural location with immediate access to green space and the park.

The committee prior to COVID-19 were looking at options to invest in the pavilion to adapt the current layout and seek to increase space and capacity. At this time, having now come through the economic impact of COVID-19 and with the opening of a new pre-school in East Challow, these ideas have been placed on hold. We have recognised that in the immediate future, the economic sustainability of providing a small village based pre-school is the priority.

We have also seen a change in Pre-School management, having said goodbye to our previous manager Kat Sharp who has moved to pastures new. We have promoted from within our existing employees to make Claire Brewis and Kealiegh Gleed joint Pre-School Managers having demonstrated their hard work and ability throughout the last school year.

In the last year, staff identified the benefits of switching to BabyDays and this transition has been completed from our previous system of Tapestry. The staff are also working towards gaining full accreditation with The Curiosity Approach. This is ongoing and will provide the Pre-School with a niche accreditation that promotes children's natural curiosity and making them into 'thinkers' and 'doers'.

Current student numbers are lower this year having seen a large year group graduate onto primary school last year. The impact of COVID-19 and a newly opened pre-school providing competition locally has presented us the opportunity to re-structure staff plans and the lower student numbers allows us to offer better staff to child ratios.

Financially the pre-school is in a good place despite the hardships faced by COVID-19 and our Treasurer Sarah Harris has a more detailed Financial report to follow. A small projected loss at present we are sure will be overcome as student numbers steadily rise. It is also offset by last year's profit.

Finally I wish to thank all parents for their ongoing support and patience during such a difficult year. We as a committee are very proud of how the pre-school has negotiated the challenges presented. The challenges are now finally disappearing behind us and we look forward to welcoming new parents to step up and take on the roles within committee in the knowledge that the pre-school is well positioned for the coming year.

Tom Pryor
26 November 2020



CHARITY COMMISSION
FOR ENGLAND AND WALES

Childrey Little Ducks Pre-School

No (if any)

Receipts and payments accounts

CC16a

For the period
from

01/09/2019

To

31/08/2020

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 £
A1 Receipts					
Fees	75,145	-	-	75,145	70,681
Fundraising	1,029	-	-	1,029	1,344
Toddler Fees	408	-	-	408	1,279
Grants and Donations	2,511	-	-	2,511	1,400
Other Income	4	-	-	4	171
Interest	726	-	-	726	806
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	79,823	-	-	79,823	75,681
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	79,823	-	-	79,823	75,681
A3 Payments					
Wages and Pension	64,756	-	-	64,756	69,003
Rent & Heating	3,409	-	-	3,409	4,418
Equipment and Materials	2,907	-	-	2,907	4,504
General Administrative Costs	1,052	-	-	1,052	1,074
Milk and Refreshments	118	-	-	118	9
Insurance	605	-	-	605	971
Training	1,342	-	-	1,342	272
Bank Charges	90	-	-	90	90
Fundraising Expenses	756	-	-	756	31
Sub total	75,035	-	-	75,035	80,372
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	75,035	-	-	75,035	80,372
Net of receipts/(payments)	4,788	-	-	4,788	- 4,691
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	49,147	20,750	-	69,897	-
Cash funds this year end	53,935	20,750	-	74,685	- 4,691

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Santander Current Account	19,491	-	-
	Deposit Account - Nationwide BS	11,278	-	-
	Deposit Account - Cambridge & Counties BS	22,573	20,750	-
	Cash	594	-	-
	Total cash funds	53,935	20,750	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	PAYE	Unrestricted	1,551	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
		<i>S Harris</i>	SARAH HARRIS	6/5/21