



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st January 2020 To 31st December 2020

Charity name: St Margaret's Pre-School (Olton) CIO

Charity registration number: 1157816

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	St Margaret's Pre-School's purpose is to ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN AGED 2-5 BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS AND PRE SCHOOL
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	St Margaret's Pre-School provides a fully accessible and inclusive learning environment for children aged 2-5 within our purpose built children's centre in Lyndon, Solihull. We offer comprehensive affordable pre-school education and support from 8.30 to 6.00 during school term time and provide wrap around services for our local primary nursery as well. We provide education in line with the Early Years Foundation Stage Framework and provide encouragement and support to the children's parents and wider families.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Any decisions taken by the trustees, where relevant, have due regard to the Commission's public benefits guidance.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The Pre-School generally does not make grants, but will, in exceptional circumstances, provide support in kind to families in specific need.
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	Our trustees are volunteers who give their time to support the running of the pre-school. Parents of past and present pre-school attenders also provide their time on a voluntary basis to support running of the pre-school, its upkeep and provision of equipment to support its operation.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Daily Pre-school sessions providing education in line with the EYFS framework with a specific focus on providing a fully accessible, caring and inclusive setting.</p> <p>We encourage and support all children attending the setting to help them achieve their full potential.</p> <p>Enrichment activities including visits and trips.</p> <p>Fundraising activities in support of the education functions.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	

Other		
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the end of the period we have £35,528 in bank accounts and cash including reserves. We have £4,250 current liabilities.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The pre-school aims to retain £3,000 in reserve at any point in time to ensure unforeseen costs can be covered without borrowing.
Amount of reserves held	Para 1.22	£3,000
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Our principle source of funds is Solihull MBC and parents paying childcare fees. This is supplemented with fundraising and pre-school building rental income from local community groups and similar activities.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	<p>The charities primary risks are around:</p> <ul style="list-style-type: none"> • General Health and Safety; • Safeguarding of children; • Meeting Ofsted requirements; • Ensuring adequate staffing levels; • First Aid and Insurances; • Ensuring financial sustainability. • COVID 19 impact. <p>These areas are reviewed in each trustees meeting.</p>
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	We have a Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charity Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are elected annually at the AGM.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>The Chair of the Pre-School must undertake Designated Safeguarding Lead training run by Solihull MBC.</p> <p>All trustees are encouraged to review advice and guidance on the Charity Commission website.</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity has committee. Currently this has three trustees sitting on it, together with the pre-school manager and deputy manager as non voting members.
Relationship with any related parties	Para 1.51	N/A
Other		<p>The current Pre-School Chairman's spouse is employed by the Pre-School. Steps are taken to avoid conflict of interest, including:</p> <p>The current Chair does not vote on any staffing remuneration discussions.</p> <p>The current Chair would not play any part in any grievance or disciplinary processes involving his spouse.</p>

Reference and Administrative details

Charity name	St Margaret's Pre-School (Olton)
Other name the charity uses	St Margaret's Pre-School at Chapelfields
Registered charity number	1157816

Charity's principal address	Chapelfields Children's Centre Lyndon Road Olton Solihull B92 7QF

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	Martin Pyne	Chair		
2	Diane Louise Zakis	Treasurer		
3	Gemma Ann Mucklow			
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

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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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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custodian charity's objects

Details of arrangements for
safe custody and
segregation of such assets
from the charity's own
assets

Additional information (optional)



Names and addresses of advisers (Optional information)		
Type of adviser	Name	Address
Name of chief executive or names of senior staff members (Optional information)		

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.		
Signed on behalf of the charity's trustees		
Signature(s)		
Full name(s)	Martin John Pyne	Diane Louise Zakis
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	24/11/21	23/11/21



CHARITY COMMISSION
FOR ENGLAND AND WALES

Receipts and payments accounts

CC16a

For the period
from

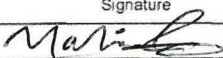
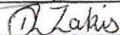
To

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Fees	20,559	-	-	20,559	31,937
Booking Fees	1,020	-	-	1,020	1,040
Nursery Funding Grant (SMBC)	105,008	1,437	-	106,444	62,815
Stay & Play	-0	-	-	-	267
Furlough	2,658	-	-	2,658	-
Other	11	-	-	11	-
Fundraising	-	-	-	-	-
General Fundraising & Donations	541	-	-	541	2,653
Trips	-0	-	-	-	557
Uniforms	333	-	-	333	337
Room Hire	125	-	-	125	1,250
Gift Aid	-0	-	-	-	92
Loan	-	-	-	-	-
Interest	-0	1	-	1	1
Sub total (Gross income for AR)	130,255	1,438	-	131,693	100,948
A2 Asset and investment sales, (see table),					
	-0	-0	-0	-	-0
	-0	-0	-0	-	-0
Sub total	-0	-0	-0	-	-0
Total receipts	130,255	1,438	-0	131,693	100,948
A3 Payments					
Employee Costs	-0	-	-	-	-
Wages/Ni	73,559	-	-	73,559	55,784
Training	753	-	-	753	686
Facilities	-	-	-	-	-
Rent to SMBC	17,658	-	-	17,658	24,683

Insurance & Memberships	738	-	-	738	859			
Utilities	505	-	-	505	-			
Waste	918	-	-	918	920			
Alarm Co	1,735	-	-	1,735	763			
Consumables	-	-	-	-	-			
Equipment	4,484	-	-	4,484	1,444			
Stationery	560	-	-	560	378			
Craft	359	-	-	359	438			
Supplies	-	-	-	-	-			
Food/Tolietries	1,250	-	-	1,250	463			
Advertising / Web	1,243	-	-	1,243	1,437			
Telephone	-	-	-	-	385			
Computer	-	-	-	-	-			
Other	-	-	-	-	-			
Loan Repayment	750	-	-	750	650			
Trips	-	-	-	-	571			
Uniforms	324	-	-	324	859			
Other	2,393	-	-	2,393	1,752			
Sub total	107,229	-	-	107,229	92,073			
A4 Asset and investment purchases, (see table)								
	- 0	- 0	- 0	-				
	- 0	- 0	- 0	-				
Sub total	- 0	- 0	- 0	-	- 0			
Total payments	107,229	- 0	- 0	107,229	92,073			
Net of receipts/(payments)	23,026	1,438	-	24,464	8,875			
A5 Transfers between funds	- 0	-	-	-	-			
A6 Cash funds last year end	6,516	3,548	-	10,064	802			
Cash funds this year end	29,542	4,966	-	34,528	9,677			
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	Current Account	29,461	-	-				
	Petty Cash	81	-	-				

	Linked Savings Account	-	4,986	-					
	Total cash funds	29,542	4,986	-					
	(agree balances with receipts and payments account(s))								
		Unrestricted funds	Restricted funds	Endowment funds					
	Details	to nearest £	to nearest £	to nearest £					
B2 Other monetary assets		-	-	-					
		-	-	-					
		-	-	-					
		-	-	-					
		-	-	-					
		-	-	-					
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)					
			-	-					
			-	-					
			-	-					
			-	-					
			-	-					
			-	-					
			-	-					
			-	-					

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)			
B5 Liabilities	Loan	Unrestricted	4,250	Feb '21			
			-				
			-				
			-				
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval			
		Martin Pyne		24/11/21			
		Diane Zakis		16/11/21			



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

St Margarets Pre School (Olton)

On accounts for the year
ended

31/12/2020

Charity no
(if any)

1157816

Set out on pages

(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 31/12/2020.

Responsibilities and
basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives 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 no concerns and 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.

* Please delete the words in the brackets if they do not apply.

Signed:

K. Gentles

Date:

20/09/2021

Name:

KELLY GENTLES

Relevant professional
qualification(s) or body

(if any):

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.

N/A