



Trustees' Annual Report for the period

Period start date			Period end date		
From	1 st	Sept	2020	To	31 st Aug 2021

Section A Reference and administration details

Charity name Poplar Pre-School (CIO)

Other names charity is known by

Registered charity number (if any) 1160862

Charity's principal address Giddyhorn Lane Pavillion

Poplar Grove

Allington

Postcode

ME16 0DE

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	Sheelagh Fuller		Until 16th July 2021	
2	Jennifer Dharmalingham			
5	Holly Hubbard		Until 16 th July 2021	
6	Lynne Davies		From 2 nd June 2020	
7	Ling Yip		From 22 nd June 2020	
8	Denise Ellis		From 16 th July 2021	
9	Teresa Hatful		From 16th July 2021	
10				
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)

Sheelagh Fuller

Section B Structure, governance and management**Description of the charity's trusts**

Type of governing document
(eg. trust deed, constitution)

Constitution

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

Charitable Incorporated Organisation

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

Trustees are elected

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.

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

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

1. Promoting their care and safety
2. Promoting their education and promoting parental involvement
3. Promoting their health and well being
4. Providing services to support them and their families and carers
5. Providing services to individuals holding membership of the CIO
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 considering the activities of the charity the Trustees have had due regard to the guidance on public benefit that has been issued by the charity commission.

The main activities are summaries as:

- Provide accommodation and equipment.
- Raise money to pay for the charity's activities.
- Make such payments as shall be necessary
- Fix and collect the fees payable in respect of the children attending the groups.
- Subject to adherence with all applicable legislation, control the admission of children to the groups run and if appropriate, require parents or guardians to withdraw them.
- As a member of pre-school learning alliance, send a representative to vote at meetings and participate at local meetings.
- Set aside funds for special purposes or as reserves against future expenditure.
- Maintain and pay for membership of pre-school learning alliance.
- Ensure adequately insured.
- Employ and remunerate staff as are necessary for carrying out the work of the charity.

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

During the year, we have supported the children in our care to develop through play and following the Early Years Foundation Stage curriculum. 59 children moved on to Primary school at the end of the year.

We identified children with special educational needs and used the guidance and support of the specialist teaching service, alongside other professionals, to put in place additional support to improve the outcomes for these children.

This year we have managed to hold a sponsored trike event plus a sale of personalised bags for Christmas, but the rest of our fundraising efforts were curtailed due to ongoing COVID restrictions.

We went ahead with replacing all the heating throughout the building with more cost effective and efficient heaters. The roof required some essential repairs and asbestos was removed from a storage cupboard in one of the rooms.

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees have agreed a reserves policy to hold a minimum unrestricted funds level of £40,000. This is to cover the costs of redundancy and 3 months rental in the unlikely event that the setting needed to close. The current adjusted unrestricted reserves total £87,251 and are £47,251 in excess of this minimum position (following adjustment for KCC income received in advance). This position compares to an excess position of £38,025 in the previous 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.

A total surplus of £33,345 was seen for the year. This is made up of a surplus on restricted funds of £2,369 (see below) and a surplus of unrestricted funds of £32,536

The surplus shown, is in part, the result of timing differences associated with KCC income relating to the 2021/22 year which was received at the end of 2020/21 of £23,310 and included in those figures. After adjusting for this, an unrestricted surplus of £10,035 would have been seen, a better position than the similarly adjusted deficit of £10,007 seen in the previous year, by £20,042.

The better position was due to higher levels of KCC fee income received during the year, as a result of a large number of older children, all in receipt of funding, offset by a fall in fees paid directly by parents and guardians, and Covid grants received in 2019/20 which were not repeated in 2020/21. The increase in fees was also offset by costs higher costs of £13,262.


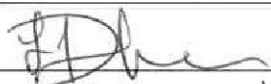
The most significant cost remained payroll expenses totalling £152,818 and the largest area of increase in costs related to repair costs associated with the replacement of heaters.

The restricted fund relates to SENIF and DAF funding for children attending the setting as well as a further instalment of KCC funding towards training for staff in a collaboration of preschools in the local area. The balance of £2,636 relates to the training funding of £1,410 which is expected to be used in the 2021/22 financial year and DAF funding for children who have left the setting of £1,230, where agreement is being sought for the use of the funds.

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)	DENISE ELLIS	Jenny Dharmalingam
Position (eg Secretary, Chair, etc)	TRUSTEE / MANAGER	Trustee
Date	25/5/22	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Poplar Pre-School (CIO)

1160862

Receipts and payments accounts

CC16a

For the period
from

01/09/2020

To

31/08/2021

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	230,270	8,913		239,183	154,915
Donations	26			26	1,083
Fundraising	2,857			2,857	2,029
Uniform Sales	837			837	448
Interest earned	7			7	34
Gift aid				-	-
Grants- Maidstone Borough Council				-	10,000
Grant- CJRS				-	4,886
Collaboration Money		3,969	-	3,969	2,980
Sub total (Gross income for AR)	233,997	12,882	-	246,879	176,375
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	233,997	12,882	-	246,879	176,375
A3 Payments					
Direct costs	9,144			9,144	7,685
Payroll Expenses	145,135	7,683		152,818	150,276
Rent	11,714			11,714	11,133
Insurance	666			666	1,134
Repairs, Cleaning & Waste	20,679			20,679	13,252
Water, light & heat	5,666			5,666	6,101
Phone, Computer & PPS	5,681			5,681	5,203
Subscriptions, DBS & training	1,341			1,341	1,489
Legal & Professional				-	-
Bank Charges	92			92	111
Sundry	1,343			1,343	864
Collaboration expenses		4,390		4,390	3,024
Sub total	201,461	12,073	-	213,534	200,272
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	201,461	12,073	-	213,534	200,272
Net of receipts/(payments)	32,536	809	-	33,345	23,897
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	78,025	1,830	-	79,855	103,752
Cash funds this year end	110,561	2,639	-	113,200	79,855

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	Bank Accounts	110,107	2,639	-
	Cash	454		-
		-	-	-
	Total cash funds	110,561	2,639	-
	(agree balances with receipts and payments account(s))			
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
	Office Desktop Computer	Unrestricted	629	-
	Office Laptop	Unrestricted	344	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Poplar Pre-School (CIO)

**On accounts for the year
ended**

31st August 2021

**Charity no
(if any)**

1160862

Set out on pages

1-9

I report to the trustees on my examination of the accounts of the above charity ("the Charity") for the year ended 31st August 2020.

**Responsibilities and
basis of report**

As the charity trustees of the Charity, 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 Charity'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.

Signed:

Date: 25/05/2022

Name:

Mrs Jenny Beardsley

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

FCA (ICAEW)

Address:

45 Grace Ave,

Maidstone

ME16 0BS

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.

