

Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	1st	Sep	2019		31 st	Aug

Section A Reference and administration details

Charity name	Wendens Ambo Pre-School (CIO)		
Other names charity is known by			
Registered charity number (if any)	1161571		
Charity's principal address	Village Hall		
	Royston Rd, Wendens Ambo		
	Saffron Walden		
Postcode	CB11 4JX		

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	Graham Frier	Treasurer		
2	Sinead Mullan	Co-Chair		
3	Ruth Hancock	Co-Chair		
4	Alexa Carey	Human resources		
5	Ruth Howitt	Secretary		
6	Gemma Sowter	Trustee		
7				
8				
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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Model CIO Constitution for Childcare Providers
How the charity is constituted (eg. trust, association, company)	Voluntary Management Committee
Trustee selection methods (eg. appointed by, elected by)	Elected by members at AGM

Section C Objectives and activities

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

The aims of the Pre-School are to enhance the development and education of children primarily under statutory school age 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 CIO; 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)

As our charity's aim is to provide early years education for pre school children we are guided by OFSTED's principles outlined in the EYFS (Early Years Foundation Stage). Pre-schoolers learn best when they are engaged in meaningful activities and experiences; our Pre-School setting is arranged with play and learning stations as well as space for sharing and circle time, teacher led activities and quiet/reading time. The children are immersed in purposeful learning experiences and numerous opportunities are provided to help meet the children's physical, emotional, social and intellectual needs. Playtime and sharing are essential as these enable children to learn from each other and the world around them.

We always consider that each child develops at a different rate and strive to provide a setting that allows all children to feel successful in our safe, secure and supportive learning environment.

We provide this opportunity for children in the local area aged between 2 and 5 years old.

The trustees of the Pre-School are satisfied that they have complied with their duty to have due regard to the commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

Section D Achievements and performance

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Summary of the main achievements of the charity during the year

The Pre-School has been fully subscribed in the current year, reflecting the good standing and reputation the Pre-School has in the community and surrounding area. The Pre-School also were awarded Outstanding by Ofsted.

As further explained below, following the health of the previous financial year the committee took the decision to reinvest funds into the pre-school to ensure it met with, and continued to meet with, the OFSTED outstanding certificate awarded and to continue to offer the excellent service the Pre-School provides.

Section E Financial review

Brief statement of the charity's policy on reserves

Increased income for 2019/20 was driven by an increase in funding and fees however cost also increased as staff pay was increased in line with minimum wage increases. Despite the disruption due to COVID there was an overall profit for 2019/20. The funds that were ringfenced but unspent due to the closure of the pre-school have been rolled into 2020/21 to invest into equipment.

The aim of the Pre-School's reserves policy is to maintain sufficient reserves to provide for redundancy and creditors in the unlikely event that the Pre-School has to close. Reserves were maintained at £14,000. This figure is comfortably more than would be needed in such an event.

The committee committed to invest in staff training, equipment and were able to award pay rises for the staff to mark the excellent service provided at the Pre-School.

Details of any funds materially in deficit

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	S.Mullan	
Full name(s)	Sinead Mullan	
Position (eg Secretary, Chair, etc)	Chair, Wendens Ambo Pre-School (CIO) Management Committee	
Date	08/11/2020	

Wendens Ambo Pre-School

Budget & Forecast 2019/20

	AUTUMN		SPRING		SUMMER			
	Budget	To-Date	Budget	To-Date	Budget	To-Date	2019-20 Actual	2018-19 Actual
Donations/Commission	£0.00	£141.50	£0.00	£29.00	£0.00	£39.00	£209.50	£1,623.00
Grants	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£200.00
Fundraising	£250.00	£595.50	£250.00	£17.10	£0.00	£0.00	£612.60	£1,827.43
Funding	£20,000.00	£20,141.59	£17,500.00	£17,749.26	£19,500.00	£20,123.71	£58,014.56	£39,896.13
Deposits	£100.00	£300.00	£100.00	£250.00	£0.00	£150.00	£700.00	£700.00
Fees	£6,800.00	£6,728.75	£7,200.00	£6,936.69	£0.00	£207.75	£13,873.19	£31,806.48
Uniform	£50.00	£177.50	£50.00	£11.00	£0.00	£0.00	£188.50	£250.45
Other	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£260.84
Interest	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Milk Refund	£175.00	£171.00	£175.00	£124.74	£0.00	£79.38	£375.12	£443.46
Parent Contribution to Trips	£430.00	£430.00	£0.00	£0.00	£0.00	£0.00	£430.00	£749.00
TOTAL	£27,805.00	£28,685.84	£25,275.00	£25,117.79	£19,500.00	£20,599.84	£74,403.47	£77,756.79
Permanent Wages	£17,450.00	£18,345.30	£15,750.00	£14,878.65	£24,000.00	£23,042.20	£56,266.15	£54,212.86
Casual Wages	£800.00	£811.64	£700.00	£452.85	£1,600.00	£1,075.37	£2,339.86	£0.00
Pension	£875.00	£707.87	£750.00	£685.01	£1,100.00	£1,043.12	£2,436.00	£1,819.28
Stationery & Resources	£500.00	£580.79	£500.00	£517.83	£100.00	£336.75	£1,435.37	£1,099.08
Toys & Equipment	£100.00	£36.14	£100.00	£124.84	£0.00	£186.03	£347.01	£1,527.04
Entertainment & Gifts	£300.00	£318.37	£300.00	£150.00	£0.00	£0.00	£468.37	£865.77
Photo Printing	£100.00	£72.73	£100.00	£79.32	£0.00	£18.78	£170.83	£245.33
Health and Safety	£50.00	£10.80	£50.00	£13.95	£50.00	£56.40	£81.15	£47.13
Refreshments	£50.00	£0.00	£50.00	£0.00	£0.00	£0.00	£0.00	£104.56
Books	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Fundraising Expenses	£330.00	£245.00	£125.00	£40.82	£0.00	£0.00	£285.82	£300.25
Advertising	£50.00	£0.00	£50.00	£0.00	£0.00	£0.00	£0.00	£98.40
Rent	£1,200.00	£1,080.00	£1,000.00	£1,250.00	£0.00	£290.00	£2,620.00	£2,610.00
PAYE & NI	£1,000.00	£963.68	£500.00	£593.66	£500.00	£488.34	£2,045.68	£1,571.71
Staffing Cost	£200.00	£33.40	£200.00	£259.37	£200.00	£65.60	£358.37	£498.80
Uniforms	£250.00	£211.80	£250.00	£0.00	£0.00	£0.00	£211.80	£735.20
Training	£250.00	£264.87	£250.00	£141.50	£250.00	£0.00	£406.37	£513.50
Mileage	£50.00	£138.60	£50.00	£48.15	£1,200.00	£0.00	£186.75	£98.55
Admin Fees & Subscriptions	£400.00	£153.54	£400.00	£864.97	£400.00	£1,617.50	£2,636.01	£1,190.51
Trips (Cost to pre school)	£380.00	£380.00	£300.00	£0.00	£0.00	£0.00	£380.00	£806.00
Grant Spending	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£215.24
Insurance	£0.00	£0.00	£800.00	£778.35	£0.00	£0.00	£778.35	£716.40
Milk	£175.00	£179.57	£175.00	£131.90	£0.00	£94.88	£406.35	£437.10
TOTAL	£24,510.00	£24,534.10	£22,400.00	£21,011.17	£29,400.00	£28,314.97	£73,860.24	£69,712.71
SURPLUS/DEFICIT	£3,295.00	£4,151.74	£2,875.00	£4,106.62	-£9,900.00	-£7,715.13	£543.23	£8,044.08



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Wendens Ambo Pre-School (CIO)

On accounts for the year
ended

31 August 2020

Charity no (if
any)

1161571

Set out on pages

1-4

Responsibilities and basis of
report

I report to the trustees on my examination of the accounts of the above charity ('the Trust') for the year ended 31/08/2020.

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

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:

- 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:

Date:

29th September 2020

Name:

Mr Dominic Edward Crabb ACA

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

Institute of Chartered Accountants in England and Wales

Address:

Hampit House

Hampit Road

Arkesden, CB11 4HJ