



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 09	Year 2019		Day 31	Month 08	Year 2020

Section A Reference and administration details

Charity name	Ducklings Pre-School Stoke Climsland
Other names charity is known by	Ducklings
Registered charity number (if any)	1162825
Charity's principal address	Methodist Chapel Venterdon, Stoke Climsland Callington, Cornwall Postcode PL17 8PD

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	Teresa Woods	Chair	Resigned in February 2021	AGM/Committee
2	Angela Evely	Secretary / Chair	Chair from February 2021	AGM/Committee
3	Sophie Woolley	Treasurer		AGM/Committee
4	John Stephens		Resigned at AGM in Feb 21	AGM/Committee
5	Sarah Hunter			AGM/Committee
6	Nicola Evetts			
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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)

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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)	Proposed and Elected at AGM or proposed and co-opted by Committee

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none">• 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.	<p>The charity uses an approved constitution issued by the Pre-School Learning Alliance.</p> <p>It is registered as a Childcare provider with OFSTED and as such adheres to all their requirements.</p> <p>Chair attends Level 3 Safeguarding Children training and any other relevant courses highlighted in induction.</p>
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Section C Objectives and activities

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

The charity works for the public benefit with its main objectives being the development and education of children and young people.

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)

The Charity aims to advance education by supporting and promoting the learning and development of children through play and learning activities/environments. By using the EYFS framework children will be helped to achieve key development milestones and to be ready for transition to primary school. The public benefit will be through the provision of childcare and community support services, which also assists in supporting local economy by allowing parents to work while their children attend pre-school or after school club.

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 this period Ducklings has continued to have a stable number of children attending and is a popular early years setting serving its local community. The Ducklings team have continued to work hard to ensure the play setting was regularly changed to enhance the learning environment and offer a balance of free play learning and structured activities. One of the main objectives of Ducklings Pre-School is to prepare children for their transition to primary school and in this period the team helped a cohort of 13 pupils with their journeys. As part of the overall COVID response and in line with government restrictions, Ducklings pre-school was unable to provide a provision from late March to September 2020. Subsequently it was obviously not like any other transition where the children could visit the primary school of choice which led to the Ducklings team having to support both the children and parents in a more remote way. Subsequently the staff safely delivered learning packs which included games, helpful worksheets and writing board & pen which, I am sure, was well received by the children/families. The team were fantastic at communicating with all levels from Trustees, Committee, Parents, Carers' and ensured all were informed with latest government guidance to enable them to make an informed decision about their child.

The Ducklings team also set up a free local baby and toddlers group (children aged 0-2) every Tuesday afternoon which started in January 2020 – this was an excellent opportunity to welcome potential future families to the Ducklings setting and meet the staff. This was very well received by the local community and was well attended until this had to be stopped again due to the pandemic but the team are keen to resurrect this session as soon as it is safe to do so and restrictions allow.

Also with the After School Club provision, up at the school, thriving right up until the School closed, to most pupils, in March 2020 due to the pandemic which subsequently led to After School Club having to stop. Ducklings have continued to hold a supportive partnership with the school which is especially important during the pandemic.

Section E Financial review

Brief statement of the charity's policy on reserves

As per the constitution, the Charity sets aside sufficient income as a reserve against future expenditure, including potential statutory redundancy payments.

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.

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)	Angela Evely	
Position (eg Secretary, Chair, etc)	Chair	
Date	28.06.2021	

DUCKLINGS PRE-SCHOOL
STOKE CLIMSLAND

YEAR ENDED 31st AUGUST, 2020

Registered Number
1162825

DAWE, HAWKEN & DODD
Chartered Certified Accountants
Callington, Cornwall.

DUCKLINGS PRE-SCHOOL STOKE CLIMSLAND

Registered number 1162825

RECEIPTS & PAYMENTS ACCOUNT**FOR THE YEAR ENDED****31st AUGUST, 2020**

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2020	Total 2019
<u>RECEIPTS</u>	£		£	£	£
Central & SEND Funding	79741			79741	61065
Ducklings ASC Fees	10974			10974	21179
Ducklings ASC Vouchers	7749			7749	8793
Ducklings Pre-School Fees	3139			3139	7821
Ducklings Pre-School Vouchers	440			440	996
Fundraising	482			482	2636
PAYE Refund	2587			2587	0
Other Income & Refunds	4071			4071	1864
Interest Received	8			8	3
<u>TOTAL RECEIPTS</u>	109191	0	0	109191	104357
<u>PAYMENTS</u>					
Bank Charges	136			136	234
Premises Costs	3965			3965	6175
Food, and Consumables	2044			2044	2849
Play Equipment & Materials	2756			2756	2230
Salaries, National Insurance & Pension Contributions	72648			72648	66049
Printing, Stationary, Telephone and Office Costs	1945			1945	1873
Furniture	-			-	964
Fundraising Costs	133			133	257
Subscriptions and Registration Fees	70			70	70
Payroll and Administration	365			365	646
Garden	164			164	2400
Insurance	942			942	922
Training & Staff welfare	982			982	792
Other Payments	2622			2622	2123
Professional Fees	384			384	360
<u>TOTAL PAYMENTS</u>	89156	0	0	89156	87944
<u>NET OF RECEIPTS</u>	20035	0	0	20035	16413
<u>CASH FUNDS</u>	62809	0	0	62809	46396
<u>LAST YEAR END</u>					
<u>CASH FUNDS</u>	82844	0	0	82844	62809
<u>THIS YEAR END</u>					

DUCKLINGS PRE-SCHOOL STOKE CLIMSLAND

Registered number 1162825

STATEMENT OF ASSETS AND LIABILITIES AT 31st AUGUST, 2020

	Unrestricted Funds	Restricted Fund	Endowment Funds
	£	£	£
<u>CASH FUNDS</u>			
Current Account	52712	0	0
Petty Cash	116	0	0
Redundancy Reserve Account	30016	0	0
<u>Total Cash Funds</u>	<u>82844</u>	<u>0</u>	<u>0</u>
<u>LIABILITIES</u>			
Bank Charges	6		
PAYE	423		
Payroll Services	36		
Telephone	28		
Independent Examiner Fees	420	0	0
	<u>913</u>	<u>0</u>	<u>0</u>

Signed by two trustees on behalf of all the trustees

Signature	Print Name	Date of Approval

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the Trustees of

Ducklings Pre-School Stoke Climsland

On Accounts for the year ended

3	1	0	8	2	0
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Set out on pages

1 & 2

I report to the trustees on my examination of the accounts of Ducklings Pre-School Stoke Climsland (the Trust) for the year ended 31st August 2020.

Responsibilities and basis of report

As the charity trustees of the Trust 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 giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records.

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.

Signed

Name

Professional Qualification

Address

	Date 18 th May, 2021
Andrew Farr	
FCCA	
52 Fore Street, Callington, Cornwall, PL17 7AJ	

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STOKE CLIMSLAND

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