



Trustees' Annual Report for the period

From

Period start date

6 April 2021

To

Period end date

5 April 2022

Charity name

ALL SAINTS UNDER FIVES PRE-SCHOOL CIO

Other names charity is known by

ALL SAINTS UNDER FIVES PRESCHOOL, NEWMARKET; ALL SAINTS UNDER 5S, NEWMARKET

Registered charity number (if any)

1163532

Charity's principal address

VICARAGE ROAD, NEWMARKET

Postcode

CB8 8JE

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 Mrs Jane Fleet	Chair	15 February 2016 – 30 June 2021	
2 Mrs Jane Fleet		30 June 2021 - present	
3 Dr Rachel Margaret Wood	Treasurer	8 September 2015 - present	
4 Mrs Melanie Jane Pettitt	Secretary	8 September 2015 - present	
5 Mrs Melanie Jane Pettitt	Chair	30 June 2021 - present	
6 Mrs Gillian Holmes		8 September 2015 - present	
7 Mrs Caroline McKay		15 February 2016 - present	
8 Mrs Gill Burbidge		1 November 2018 - present	
9			
10			
11			
12			
13			
14			
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)

N/A

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	The Pre-School is a body in membership of the Pre School Learning Alliance
Trustee selection methods (eg. appointed by, elected by)	Trustees have been appointed

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.

N/A

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

At All Saints Under Fives we strive to make a difference. We hope to set free children's original ideas and follow the children not only the plans. We give ideas and choices, we observe and evaluate the children's ideas and watch those ideas grow. We try to be their constancy, someone to turn to. We listen and we want to contribute to their wellbeing, protect them and above all develop their independence. An extension of home. (Mission statement)

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this

The focus of all our activities is to promote learning through play, supporting the individual child through their unique learning journey, in partnership with parents/carers with the use of individual planning,

**section the statutory
declaration that trustees have
had regard to the guidance
issued by the Charity
Commission on public benefit)**

observations and an appropriate mix of adult and child initiated activities, to enable the child to become independent and to support transitions into school. All children and their families are treated on an individual basis, regardless of race, gender and personal circumstances and the diversity within our setting represents the local community and enriches the learning environment for both children and adults.

Our trustees have regard to the guidance issued by the Charity Commission on public benefit when exercising any powers or duties to which the guidance is relevant.

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.

N/A

**Summary of the main
achievements of the charity**

TAR

1) Operation and Child Numbers

during the year

This was a difficult year financially; whereas we had COVID 19 grants of £21,407.74 in 20/21, in 21/22 funding returned to being number-dependant, and these were still been low following COVID. However, good financial management ensured that we weathered these difficulties.

Preschool returned for the 21/22 academic year on Thurs 2 Sept. Due to the low number of children, we decided to admit 2-year-olds from January, and received permission for Ofsted to go ahead. This enables children to stay with us for longer, and provides greater financial stability. Funding for 2-year-olds is higher and can be accessed by many parents.

2) Staffing

This year saw a major staff change. On 31 Aug 21, we said farewell to Caroline McKay, who retired after 4 decades of service leading this setting. It is difficult to convey how great an impact Caroline has made to the lives of generations of Newmarket children – including the children of many staff members and trustees, past and present. We all owe her a huge debt of gratitude.

Jane Fleet was appointed as new Preschool Manager – she is well known to us, having worked here previously. Caroline aided the transition by attending Monday mornings for the first half of the 21/22 Autumn term; this was a great support and much appreciated. We are very fortunate to have such continuity in our staffing, and would like to thank the whole team for their contribution.

3) Activities

The small cohort meant that children made good friends, and staff could get to know children and families very well. This supported changes in the EYFS and the way Ofsted inspect Early Years – we no longer complete learning journeys for each child or track progress against age-related expectations, but instead use knowledge of each child to mould the curriculum to their needs and support them where appropriate, meeting with parents to discuss individual progress.

We developed our relationship with the Horseracing Museum, visiting to meet the horses, weigh ourselves and see the smithy. Other events included a Christmas party on 7 Dec, and we also organised an Easter Egg hunt in April. Generally, we try to carry out a weekly cooking activity and visit, for instance to the park, the war memorial the museum or the library. Some events had to be rescheduled due to COVID, such as the Tempest photography session, which moved to June 22, and our evening summer Graduation, which changed into a morning party! Unfortunately, the Teddy Bears Picnic for those children starting main school did have to be cancelled. We hope that next year will be more predictable!

4) Community

On 21 Apr 21, we unveiled Abhay's Buddy bench, with Ashok (Abhay's father), Trustees and the Journal in attendance; we also started a monthly award for kindness in memory of Abhay. We joined All Saints' School for their Harvest Festival on 7 Oct 2021, and our families generously donated items to add to those which the school was sending to the Food bank.

5) Administration and Training

There were regular meetings with Tracey Hannan (SCC), and regular maintenance checks through the year. Sam Batt, the property advisor, visited on 14 Apr 21 and reported that there were no issues. Jane undertook safeguarding training in Nov 21 and SENCO training in Feb-Apr 22, Lucy had safeguarding training in Feb-Mar 22, and staff were trained to work with 2-year-olds in Jan 22. The Independent Examiner prepared her report on the settings finances, and the annual submission was made to the Charity Commission.

We have our own website www.allsaintsunderfives.co.uk, and we now also have a dedicated Facebook page which is updated weekly.

6) Trustees

Jane Fleet stepped down as Chair at the EGM on 30 Jun 21 and Melanie Pettitt was voted in as interim Chairperson. Our AGM was 11 Nov 21 (later than planned, due to Covid), and we held another Trustees' meeting on 4 Apr 22.

In compliance with advice given by Suffolk County Council, the Pre-

Brief statement of the charity's policy on reserves

School has set aside £45,000.00 as a designated contingency fund to cover the possibility of any redundancies.

Details of any funds materially in deficit

N/A

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.

N/A

Section F

Other optional information

N/A

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

Signed on behalf of the charity's trustees

Signature(s)

Rachel Orr

Melanie Pettitt

Full name(s)

Rachel Margaret Wood

Melanie Pettitt

Position (eg Secretary, Chair, etc)

Treasurer

Chair

Date

18/01/2023

ALL SAINTS UNDER 5's PRE-SCHOOL CIO

REGISTRATION No: 1163532

Year end: 5 April 2022

INCOME AND EXPENDITURE ACCOUNT

	2022		2021	
	£	£	£	£
INCOME				
Fees		4,094.50		2,737
Funding		43,698.71		73,551
Donations		2,000.00		17
Premises - Wacky Snacky Club		2,274.50		2,141
Premises grants		5,600.00		1,918
Suffolk CC - add Special grant		1,517.39		-
Photography		-		-
Fundraising		-		20
Deposit account interest		5.36		11
Abhay's account interest		0.55		1
Covid grants		-		21,408
Other		-		18
TOTAL INCOME		59,191.01		101,821
EXPENDITURE				
Wages:				
- Gross	65,396.50		64,456	
- Ers Pension (NEST)	996.99		998	
- Payroll fees (PLA)	690.62	67,084.11	566	66,020
Premises:				
- SCC	4,579.30		4,637	
- Utilities	1,284.85		1,410	
- BT	1,522.92		1,152	
- TV	159.00		157	
- Rates incl. bins	416.16		(116)	
- Insurance (PLA)	738.31		727	
- Wacky snacky	270.00		-	
- Sundries	457.62	9,428.16	265	8,232
Consumables		352.32		304
Training/registration		748.80		32
Equipment (Play and office)		1,258.68		371
Printing, Postage & Stationery		597.57		594
Bank charges		86.76		93
Bench and plaque		-		787
Accountancy		50.00		50
IT support and website		250.00		-
Funding repaid - Autumn 2021 EY		4,146.17		
Sundries (incl. shopping)		1,191.93		973
TOTAL EXPENDITURE		85,194.50		77,457
(DEFICIT)/SURPLUS OF INCOME OVER EXPENDITURE		(26,003.49)		24,363
FUNDED BY				
Bank balances @ 5 April 2022				
Current account		12,860.97		33,187
Deposit account		45,034.08		50,029
Abhay's account		5,332.17		6,015
Cash account - Balance b/fwd and c/fwd		5.90		6
Total		63,233.12		89,237
B/fwd balances		89,236.61		64,873
(Deficit) Surplus as above		(26,003.49)		24,363

ALL SAINTS UNDER 5'S PRE-SCHOOL CIO
REGISTRATION No: 1163532
Year end: 5 April 2022

INCOME

DATE	CASH £	CHQ £	TRF £	TOTAL £	FEES £	FUNDING £	DONATIONS £	CLOTHING £	PREMISES £	PHOTO £	FUNDRAISING £	REFUNDS £	SUNDRY £
April			20,855.12	20,855.12	240.00	15,015.12			5,600.00				
May			9,109.72	9,109.72	240.00	7,554.18			652.62				662.92
June			215.00	215.00	200.00		15.00						
July			536.34	536.34	200.00	103.35			232.99				
August			12,143.25	12,143.25		12,143.25							
September			641.35	641.35	330.00				311.35				
October			219.00	219.00	219.00								
November	82.50		814.11	896.61	412.50				484.11				
December			5,322.51	5,322.51	82.50	4,362.62							877.39
January'22	40.00		1,473.95	1,513.95	952.50				195.45				366.00
February			5,626.29	5,626.29	247.50	3,593.79	1,785.00						
March		200.00	1,585.98	1,785.98	888.00		200.00		397.98				300.00
April			11,008.90	11,008.90	82.50	926.40							10,000.00
TOTAL RECEIPTS	122.50	200.00	69,551.52	69,874.02	4,094.50	43,698.71	2,000.00	-	7,874.50	-	-	-	12,206.31

West Suffolk	5,600.00	662.92	Abhay's acc - e
Wacky Snacky	2,274.50	20.00	Abhay's acc - a
	<u>7,874.50</u>	1,517.39	Suffolk CC Add.
		6.00	Keys refund
		<u>10,000.00</u>	Savings
		<u>12,206.31</u>	

ALL SAINTS UNDER 5's PRE-SCHOOL CIO
REGISTRATION No: 1163532
Year end: 5 April 2022

EXPENDITURE

DATE	BANK £	CASH £	TOTAL £	WAGES £	PREMISES £	CONSUMABLES £	TRAINING/REG £	EQUIPMENT £	CLOTHING £	BANK CHGS £	PPS £	SUNDRY £	check
April	8,014.90	-	8,014.90	5,633.96	1,473.29	28.25	612.00			7.00	121.75	138.65	0
May	6,655.12	-	6,655.12	5,530.40	13.37	27.77		662.92		8.54	11.45	400.67	0
June	11,408.66	-	11,408.66	5,458.90	732.90	36.31				7.00	49.28	5,124.27	0
July	7,164.52	-	7,164.52	5,843.11	969.55	4.59	46.80	102.67		7.00	43.65	147.15	0
August	5,486.32	-	5,486.32	5,387.94	51.43	20.46				7.00		19.49	0
September	7,299.43	-	7,299.43	6,200.79	467.90	15.56				7.00	286.00	322.18	0
October	6,878.98	-	6,878.98	5,840.73	967.23	17.86		17.86		7.00	1.00	27.30	0
November	6,067.30	-	6,067.30	5,271.97	513.98	33.90	20.00	74.99		7.00	19.48	125.98	0
December	10,972.52	-	10,972.52	5,115.52	1,467.68	42.94	50.00	61.14		7.00	1.00	4,227.24	0
January '22	6,687.57	-	6,687.57	5,605.25	967.23	29.98		49.96		7.82	8.90	18.43	0
February	5,911.44	-	5,911.44	5,467.54	331.09	44.98				7.00	41.86	18.97	0
March	6,245.28	-	6,245.28	5,671.50	427.68	49.72	20.00			7.40	13.20	55.78	0
April	1,408.46	-	1,408.46	56.50	1,044.83			289.14				17.99	0
TOTAL PAYMENTS	90,200.50	-	90,200.50	67,084.11	9,428.16	352.32	748.80	1,258.68	-	86.76	597.57	10,644.10	-

8014.9	Abhay's acc	662.92	5,000.00	Transfer to
6683.02		595.76	97.81	Herts CC
12344.55		1,258.68	90.50	Viking
6200.73			50.00	Acvy
5537.69	612.00		52.73	TTS
7299.43	46.80		35.22	EYE subs
	90.00		90.84	Stellar Cate
6878.98	748.80		63.95	SG World
6067.3			48.10	Capita
10182.84			36.75	Cladish Spc
6737.44			250.00	SOHO busin
5874.94			4,146.17	Suffolk CC
6668.01			75.00	SCC - adver
972.36			30.00	Spares
89462.19			70.00	Subs/Reg IC
738.32			507.03	Shopping e
90200.51			10,644.10	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

All Saints Under Fives Pre-School CIO

On accounts for the year
ended

05/04/2022

Charity no

1163532

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 05/04/2021.

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 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:

15/11/2022

Name:

Lisa King

Relevant professional
qualification(s) or body :

FCCA MAAT

Address:

8 The Hamiltons

Newmarket

CB8 0NF

Give here brief details of any items that the examiner wishes to disclose.