



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	01	2021		31	12	2021

Section A Reference and administration details

Charity name	Bybrook Pre School
Other names charity is known by	
Registered charity number (if any)	1163933
Charity's principal address	Yatton Keynell Village Hall
	Biddestone Road
	Yatton Keynell
Postcode	SN14 7EJ

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)
Richard Meier	Chair		
Zoe McGinn	Treasurer		
Katy Brown	Secretary		
Alex Ferguson			

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)	Pre School Learning Alliance Constitution.
How the charity is constituted (eg. trust, association, company)	Committee consisting of at least a Chair, a Treasurer and a Secretary as minimum
Trustee selection methods (eg. appointed by, elected by)	Committee members are elected or re-elected each year at the Annual General Meeting held in January

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.

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Section C Objectives and activities

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

To provide good quality childcare to children aged 2-4 years in a welcoming village setting.

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 focus on the year, as ever, has been to continue to offer top quality childcare and we have become the main feeder for those children attending Bybrook Valley Primary School.

We offer Breakfast Club and Afterschool club which attracts local children to support working parents in the village and surrounding areas. We also run a holiday club during each of the school holidays (except Christmas) which is open to both preschool and primary school aged children.

In planning our activities for the year, we kept in mind the Charities Commission guidance on Public Benefit at our Trustee meetings. New members are advised to read all guidance issued on Public Benefit.

Additional details of objectives and activities (Optional information)

Our committee is run by volunteers who make up our Chair, our Treasurer and our Secretary. Their contributions include, but are not inclusive to, attending monthly committee meetings, making decisions on behalf of the Preschool and helping to fundraise for the Preschool.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

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Achievements and performance

Summary of the main achievements of the charity during the year

We aim to provide good quality childcare all year round. This year we continued to run our Holiday Club during each school holiday (except Christmas) Our holiday clubs are well attended by both preschool children and school aged children both from our village as well as surroundings villages and towns. We have extra staff that work during the holidays and can also provide hours for our regular preschool members of staff.

Our numbers have increased over the year and our finances are also in good order.

With those children starting school in September we have concentrated on rising 5s activities and school readiness.

We have tried to extend our resources where possible and this year we purchased new items for both indoor and outdoor use.

We continue to use Tapestry to update our parents and keep them informed as to how their child has spent their sessions.

We were kindly given donations this year from the Yatton Keynell Fete Committee and Yatton Keynell Events for which we were very grateful for.

Section E

Financial review

Brief statement of the charity's policy on reserves

We have a savings account held at our main bank for reserves. This is held to pay for salaries and any outstanding rent should the Preschool need to close and have to pay redundancies.

Details of any funds materially in deficit

Not Applicable

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.

Bybrook Preschool receives general funds (including but not exclusively, invoicing and the local education grant) and restricted funds (including but not exclusively, inclusion support funding and Early Years Pupil Premium, EYPP) We also hold fundraising events throughout the year.

General funds are available for use in running the Preschool and restricted funds are limited to the particular purpose as set in the terms and condition of the grant or as specified in the funding or grant agreement.

Our expenditure pays for staff wages and rent as well as resources to enhance the services and childcare facilities that we are able to offer.

Section F**Other optional information**

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Section G**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)	Zoe McGinn	
Full name(s)	Zoe McGinn	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	28/10/2022	

Bybrook pre-school
Annual Income & Expenditure
1st January 2021 - 31st December 2021

	2021	2020
INCOME		
Playgroup Fees	83274	81654
Fund Raising	955	17
Grant	152	1000
Other income	0	240
Covid support receipts	0	5069
Interest	2	11
Total	84383	87991

OUTGOINGS

Wages	59380	58811
Pensions	3258	0
Training	448	410
Rent	11472	11485
Snacks and direct expenses	4734	2841
Resources/craft/toys	1960	1561
IT software	0	751
Trips/visitors	400	0
Advertising	306	144
Subscriptions	220	220
Food vouchers	0	90
Telephone	243	0
Repairs	0	922
Insurance	856	898
Accountancy	0	0
Equipment	0	0
Bank charges	105	60

83382 78193

Income	84383	87991
Outgoings	83382	78193
Net Profit	1001	9798

Balance Brought Fwd	37896	26609
Net Profit	999	9787
Transfer (to)/from savings	0	0
Petty cash additions	0	0
Increase in capital items	0	1500
Decrease in creditors	0	0
Increase in debtors	0	0

Balance of Account 38895 37896 Current Account

Opening balance	14031	14020
Transfer (to)/from CA		
Interest	2	11

14033 14031 Deposit Account

BYBROOK PRESCHOOL
Statement of assets and liabilities
As at 31st December 2021

	2021	2020
	Unrestricted	Unrestricted
	funds	funds
	£	£
Cash funds		
Bank current account	38,895	37,896
Savings account	14,033	14,031
Total cash funds	52,928	51,927
Assets retained for the charity's own use		
	Current	Current
	value	value
Computers, faxes etc	0	0
Tables and chairs	0	0
Toys	0	0
	0	0
Debtors	0	0
Liabilities		
Wages & PAYE	0	0

Signed on behalf of the trustees:

Independent examiner's report to the trustees of Bybrook Preschool

I report to the trustees on my examination of the accounts of the Bybrook Pre School for the year ended 31 December 2021, which are set out on pages 1 to 2.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matter in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Karen Crawford

Relevant professional qualification or body: ICAEW

Address: Chapps Farmhouse, Slaughterford Mill, Slaughterford, Chippenham, Wiltshire, SN14 8RJ.

Date: 26.10.21