



Trustees' Annual Report for the period

	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
From	08	May	2020	To	07	May	2021

Section A Reference and administration details

Charity name

St Georges Pre-School Wrotham CIO

Other names charity is known by

Registered charity number (if any)

1166050

Charity's principal address

St George's C of E Primary School

Old London Road

Wrotham Kent

Postcode TN15 7DL

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	Julie Gates		Whole year	
2	Katharine Stanley		Whole Year	
3	Elizabeth Rye		January 2021	
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Julie Gates	
Katharine Stanley	
Elizabeth Rye	January 2021

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Mrs Julie Gates – Trustee , Katharine Stanley Trustee/Manager

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)	Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointed by trustees

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.

The Pre School continues to work closely with the Primary School on whose land it is situated, most children transfer to the primary school when they leave us at aged 4.

Risks identified : The national pandemic and the effect this will have on provision and income. Staff will be placed on furlough and income will need to be monitored, this will cause effect due to the lack of fee's being paid in the event of the setting closing due to the pandemic

Trustees and staff are working closely together to ensure that procedures are in place in line with government guidelines as well as local authority guidelines.
Numbers predicted for the academic year to remain high.
Forecast for the next academic year suggests that numbers will continue to be high.

Section C Objectives and activities

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

To enhance the development, education and well being of young children aged 2-4 years.

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)

Morning and afternoon sessions provided and are currently Full
Lunch club available each day Mon-Friday
Breakfast club considered subject to demand, not currently in operation.
This hoped to be implemented soon.

Sessions are full in line with guidelines to ensure the setting is Covid safe for all children, families and staff . Numbers have been limited when necessary to meet government guidelines

Liaising with health professionals, education specialists and social services and any other outside agency in order to support the children and their families.

Constant liaising with primary school to ensure smooth transition for all children.

Liase with other local primary school's when required to, to ensure smooth transition for all children.

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.

Volunteers play an important role in the running of the charity.

Trustees carry out planned meetings to ensure involvement from all families/parents

Meetings are held annually to ensure information is shared and parents are fully involved in the running of the pre school.

Parents and work experience students help within the setting.

Fundraising is led by parents, staff and volunteers.

Summary of the main achievements of the charity during the year

Continuous assessment of the provision is on going to improve outcomes for the children.

The number of children remains high and the pre- school is very nearly at full capacity.

Forest school is full to capacity, and continues to be very popular among local families.

Forest school remains in place for ALL children, the younger children, (2 year olds) can access Forest school in a designated session.

Staff member leading the Forest school is a fully qualified forest school leader. A second member of staff has completed training: level 2 Forest school practice to further enhance the Forest school session.

All staff are qualified to Level 3 or above.

ALL staff are trained in Paediatric first aid. Training continues to be a priority to ensure all staff are up to date with relevant statutory training

Work carried out in the garden has enhanced outdoor provision for all the children. The natural area has been developed to create more opportunities for learning. This work is ongoing as outdoor learning becomes even more important during the pandemic.

Major changes during the last year:

The pre school re opened in May 2020 after being closed for 3 months due to the ongoing pandemic. In June and July, attendance was reserved for children of critical workers only. This meant less staff working and staff remaining on furlough scheme. Challenges included less income and raising costs.

Setting re opened June 2020 with limited numbers. 6 staff in the setting 1 remains on job retention scheme and 1 has found alternative employment.

March 2021 – April 2021 saw the preschool again only open for children of critical workers due the second Lock down!

We have appointed one new trustee and two trustees have stepped down from their post. Leaving 3 trustees in place. We hope to recruit another trustee in the coming year

Pre school was originally registered under Charity 1028037. This charity is now closed

Section E Financial review

Brief statement of the charity's policy on reserves

Excess funds are kept in a tracker savings account for repairs to the build/land and development.

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.

Government Nursery Funding- free entitlement for 2 year olds and 3-4 year old as well as cash fees from parents

The largest expense is salaries to retain well qualified staff. And the costs of cleaning products, excess cleaning required due to the ongoing pandemic. We also have to consider the rise in Minimum wage.

Ongoing repairs to the building may affect future accounts

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)

Position (eg Secretary, Chair, etc)

Date

Julie Gates	
Trustee	
28/02/2022	



Receipts and Payments Accounts

Charity name ST. GEORGE'S PRE-SCHOOL, WROTHAM

Charity number (if any) 1106050

For the period from (start date) 080520

to (end date) 070521

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					
VOUCHER FUNDING	90,647			90,647	71,150
CASH FEES	11,001			11,001	27,810
FURLOUGH	17,847			17,847	5,179
FUNDRAISING	124			124	360
DONATIONS	920			920	545
INTEREST	8			8	33
Sub total	120,547			120,547	105,077
A2 Asset and investment sales, etc					
Total receipts	120,547			120,547	105,077
A3 Payments					
WAGES	90,446			90,446	83,503
CONSUMABLES	3,952			3,952	5,335
TEACHING MATERIALS & EQUIP	3,432			3,432	2,574
RENT, INS & SERVICES	5,713			5,713	5,059
REPAIRS & MAINTENANCE	777			777	6,420
TRAINING (NET)	88			88	6
GENERAL EXPENSES	5,419			5,419	5,279
Sub total	109,827			109,827	104,176
A4 Asset and investment purchases, etc					
Total payments	109,827			109,827	104,176
Net of receipts/(payments)	10,720			10,720	901
A5 Transfers between funds					
A6 Cash funds last year end	46,833			46,833	45,932
Cash funds this year end	57,553			57,553	46,833

Independent Examiner's Report on the Accounts

Section A
Independent Examiner's Report

Report to the trustees/members of

Charity Name

ST. GEORGE'S PRE-SCHOOL, WROTHAM

On accounts for the year ended

070521

Charity no (if any)

1164050

Set out on pages

1 to 2

(remember to include the page numbers of additional sheets)

**Respective responsibilities of trustees
and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities 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 procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's
statement**

My examination was carried out in accordance with 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 the 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 (other than that disclosed below*):

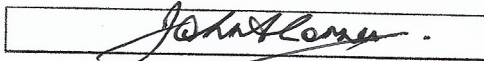
(1) which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

(2) to which, in my opinion, attention should be drawn 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

17-2-22

Name

JOHN A. CORNEY

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

ACCOUNTANT

Address

 12 COURT MEADOW
WROTHAM
KENT
TN15 7DP