

# Trustees' Annual Report

From: 01/09/2020 To: 31/08/2021

Charity's full name Heslington Pre-School

Registered Charity number 1171372

## Objectives and activities

### Summary of the purposes of the charity set out in its governing document

To enhance the development and education of children by offering appropriate play, education and care facilities.

### Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts

Provision of ten pre-school sessions per week throughout the school year. Sessions included focused educational play and enhancement of skills (e.g. gross and fine motor skills). Pre-school children were placed into groups with their keyworker to enhance social interaction as well as to provide individual support, including English language skills, especially to those children who have a different first language. The learning journeys of children were recorded via photographs and accompanying observations.

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.

The help of volunteers formed a very important part in Heslington Pre-School's activities. The committee is made up entirely of volunteers, aimed at achieving the best possible provision for the children and work environment for our staff members. Unfortunately, due to the pandemic, the activities which used to be held in the past no longer took place. The help of volunteers outside of the committee was now extremely limited with improvements to the outside area being one of the only activities where non-committee members helped as well.

## Achievements and performance

**Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.**

Every year we see a confident cohort of children transition to primary school. Through our sessions we have continued to help children to learn and develop important social skills such as taking turns, staying safe, basic hygiene, communication and language development, teamwork and conflict resolution. These are skills that they will take with them into school and beyond. In addition, the pre-school sessions provide childcare giving an opportunity for parents/carers to take on other activities e.g. return to work, volunteer, provide focused care for (an)other individual(s). Sadly, due to the pandemic, the toddler sessions were closed.

Many thanks to all those who have supported us in whichever way during this period.

## Financial review

### **Review of the charity's financial position at the end of the period**

We are glad to have finally transferred to a CIO. The transfer took place at midnight on 31 August 2020 and so our income is artificially high - receiving finances/assets from the unincorporated charity (charity number 1018521). Numbers started off very low then increased significantly during a period of ca. 6 months. The need for professionals for varying issues (e.g. payments after becoming a Charitable Incorporated Organisation) meant expenses in this area remained relatively high.

### **Statement explaining the policy for holding reserves stating why they are held**

We continued to hold a reserve to enable us to cover our assessment of final costs in the event of setting closure, including staff redundancy pay entitlements, payments due on early termination of the licence agreement and other winding down costs.

### **Amount of reserves held**

£21,963 of unrestricted reserve

### **Reasons for holding zero reserves**

N/A

### **Funds materially in deficit**

N/A

### **Explanation of any uncertainties about the charity continuing as a going concern**

N/A

## Structure, governance and management

### Description of the charity's trusts

Type of governing document  
(e.g. trust deed, royal charter)

Constitution

How the charity is constituted (e.g. unincorporated association, CIO)

Charitable Incorporated Organisation

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees

*Apart from the first Trustees, every Trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the Trustees. In selecting individuals for appointment as Trustees, the Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.*

## Reference and administration details

Charity's full name

*Heslington Pre-School (a CIO)*

Other names the charity is known by

Charity's principal address

*c/o Lord Deramore's Primary School  
School Lane, Heslington  
York*

Postcode *YO10 5EE*

### Names of the 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
<i>Majimcha de Lange</i>	Treasurer		
<i>Fiona MacDonald</i>	Chair		
<i>Jenny Precious-Young</i>			
<i>Bev Ward</i>	Secretary		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year
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*N/A*

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

#### **Names and addresses of advisers (OPTIONAL)**

Type of adviser	Name	Address
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#### **Independent Examiner**

To follow  
with  
accounts

#### **Bankers**

**Name of chief executive or names of senior staff members**

#### **Declaration**

**The trustees declare that they have approved the Trustees Annual Report and Accounts**

**Signed on behalf of the charity's trustees**

#### **Signature**

**Full Name**      *Enter full name here*  
**Position**      *e.g. Secretary, Chair etc*  
**Date**            *Enter date of signing*