

# LITTLE SAINTS PRE SCHOOL

England & Wales · Charity number 1174144

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2017-08-04

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 47 Gibraltar Crescent  
Epsom  
Surrey  
KT19 9BS

**Phone** 07415271604

**Email** [info@littlesaints-preschool.com](mailto:info@littlesaints-preschool.com)

**Website** <https://littlesaints-preschool.com>

## Activities

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**Objects:** THE CHARITY WORKS FOR THE PUBLIC BENEFIT HAVING AS ITS OBJECTS THE DEVELOPMENT AND EDUCATION OF CHILDREN AND YOUNG PEOPLE IN PARTICULAR BY:1) PROMOTING THEIR CARE AND SAFETY;2) PROMOTING THEIR EDUCATION AND PROMOTING PARENTAL INVOLVEMENT;3) PROMOTING THEIR HEALTH AND WELLBEING;4) PROVIDING SERVICES TO SUPPORT THEM AND THEIR FAMILIES AND CARERS;5) PROVIDING SERVICES TO INDIVIDUALS HOLDING MEMBERSHIP OF THE CIO; AND6) FURTHERING THE AIMS OF THE PRE-SCHOOL LEARNING ALLIANCE.

**Activities:** Little Saints Pre-School provides early years education in the West Ewell area

## Classification

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- **How:** Provides Advocacy/advice/information
- **What:** Education/training
- **Who:** Children/young People

## Geography

- Surrey

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£140,464	£118,269	-	-
2023-08-31	£108,498	£114,973	-	-
2022-08-31	£111,721	£113,045	-	-
2021-08-31	£100,996	£98,379	-	-
2020-08-31	£103,128	£101,788	-	-

## Trustees

Name	Role	Appointed
<b>Luisa Viscione</b>	Chair	2018-09-01
Alethea Beatrice Violet Bignall		2025-10-23
CAROLE SALE		2017-09-01
Christine Farris		2018-09-01
Matthew William Beakhust		2024-10-03
Nicola Williams		2018-09-01
Toni Garratt		2022-10-10

**LITTLE SAINTS PRE SCHOOL**

England & Wales - Charity number 1174144

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# Accounts

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Little Saints Pre-School CIO  
Trustees Annual Report and Financial Statement  
September 2023 - August 2024  
Charity No: 1174144

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## **Reference and Administrative Information**

### **Charity Details**

Charity Name: Little Saints Pre-School CIO

Charity Registration Number: 1174144

Operational Address: All Saints Community Centre, Fulford Road, West Ewell, Surrey, KT19 9QZ

Website: <https://littlesaints-preschool.com>

### **Trustees**

<b>Name</b>	<b>Position</b>	<b>Dates of Service for Pre-School CIO</b>	<b>Dates of Service for Pre-School Committee</b>
Mrs L Viscione	Chair	October 2018 to present	N/A
	Trustee	August 2017 to September 2018	October 2016 to July 2017
Mrs C Farris	Secretary / Deputy Manager	August 2017 to present	November 2004 to July 2017
Mrs C Sale	Trustee / Pre-School Manager	August 2017 to present	October 2004 to July 2017
Mrs N Williams	Staff Representative / Trustee	August 2017 to present	October 2016 to July 2017
Ms E Cooling	Trustee	October 2020 to present	N/A
Ms T Garrett	Trustee	October 2022 to present	N/A

### **Treasurer (employed)**

<b>Name</b>	<b>Date of Service</b>
Ms L Harding	November 2019 to present

### **Other Details**

Bank: Lloyds Bank

Independent Examiners: Hazel Day, Xeinadin, Nightingale House, 46-48 East Street, Epsom, Surrey, KT17 1HQ

## **Structure, Governance and Management**

Little Saints Pre-School is a charity run Pre-School that operates from a church hall at the heart of the local community. The Charity is a charitable incorporated organisation (CIO) that is Ofsted registered. The Charity provides quality child care in a safe, caring, happy and stimulating environment, whilst following the Early Years Foundation Stage 2023.

### **Governing document**

The governing document is a constitution. The organisation is a charitable incorporated organisation (CIO) and is a body in membership of the Early Years Learning Alliance. This organisation was incorporated and registered as a charity on 4th August 2017. Prior to this date Little Saints was a committee run Pre-School.

### **Organisational Structure**

Little Saints Pre-School has a minimum of 3 and up to 12 trustees that meet termly (October, February, June). The charity trustees are responsible for financial planning, other strategic planning, policies, key decisions and administration of the charity. The trustee positions are entirely voluntary and as such no re-numeration or financial benefits are given for their time. At present there are 6 members.

The day to day operation of the charity is performed by the Pre-School Manager and Deputy Manager, with advice on finances from the Treasurer. The Manager, Deputy and staff are constantly evaluating the Pre-School to improve the quality and learning on offer.

During Trustee meetings all charitable matters are discussed including income stream, ongoing performance, fund-raising, and to approve forthcoming expenditure.

The charity monitors performance against budgeted targets and reports termly to the trustees, and annually at the Annual General Meeting (AGM). Furthermore, the trustees receive the accounts on a monthly basis. During the AGM trustee appointments and resignations are made.

### **Recruitment and appointment of trustees**

It is the aim of the charity to recruit trustees from parents of the Pre-School, ex-parents and members of the local community. In the first instance trustee vacancies are advertised within the parent community, through the parent welcome session and via email and parent only social media. There is a general difficulty in recruiting trustees and then retaining trustees longer than 1 or 2 years.

### **Trustee Induction and Training**

All new trustees are given an introduction pack including; a copy of the constitution and any amendments made to it, a copy of the last year accounts, a copy of the roles and responsibilities of trustees (CC3 - The Essential Trustee, what you need to know, what you need to do, Charity Commission publication). A confidentiality and photo consent agreement are also obtained. In addition, trustees are encouraged to read the Charity Commission newsletters and Early Years Alliance newsletters. Any further training is reviewed on an annual basis.

## **Related parties**

There were no related party transactions during this period.

## **Risk Management**

The Pre-School management has reviewed the major risks to which the charity is exposed. Systems and procedures have been established to minimise these risks. The risks that the charity may be exposed to is reviewed and discussed on an annual basis, or earlier, if needed.

Little Saints internal policies have been put in place to minimise risk for all parties. Children and staff health, wellbeing, care and safety are promoted through the vigorous policies, procedures and risk assessments. There are currently 48 active policies, the main ones are listed on the website. These policies are available to read on request. Policy and procedure advice is taken from outside agencies such as Surrey Safeguarding Partnership. Furthermore, we are fully insured.

The Charity operates a separate bank account for the reserve and closely monitors costs to ensure it operates within its means.

The Pre-School has seen a different pattern to the number of children attending in each term since the pandemic, Brexit and continuing inflation. There are less children at the beginning of autumn term which then increases over the year which increases the risk of making a deficit. The charity will continue to operate according to guidelines issued by the government for Pre-Schools.

## **Additional Governance Issues**

Little Saints is a member of the Early Years Alliance. As a Pre-School, additional governance is also taken from the Surrey Early Years, Ofsted and including regular notification updates from the Surrey Safeguarding Children Partnership.

## **Charity Aims and Objectives**

Little Saints Pre-School promotes the development and education of children within the local community (West Ewell) by;

- Promoting their education and parental involvement
- Promoting their health and wellbeing
- Promoting their care and safety
- Providing services to support them and their families and carers
- Providing services to individuals holding membership of the CIO
- Furthering the aims of the preschool learning alliance
- Providing additional support and individual learning targets for children with SEND

The primary objective of the Pre-School within these aims is to provide quality fully inclusive child care, to deliver the Early Years Foundation stage 2023 and to support the families of children using our facilities.

Furthermore, the charity's purpose is set out in the organisation's constitution (see objectives above).

## **Ensuring aims**

The Charity reviews the aims, objectives and activities each year. This review looks at the achievements from 01 September 2023 to 31 August 2024.

## **Statutory Declaration on Public Benefit**

The Trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the charity commission in exercising their powers or duties.

## **Activities, Achievements & Performance**

The primary role of the Charity is to deliver quality fully inclusive child care, to deliver the Early Years Foundation Stage 2023 and to support the families of children using the facilities. The activities benefit families with children between 2 and 5 years as these are the primary users of our services.

This review period showed a continuing reduction in child numbers, especially in the Autumn term. This seems to be due to a mixture of reasons, some parents cannot afford fees and others would like a longer day offered. It is likely that lower birth rates in the area have also contributed to the lower numbers of children, as well as increased number of places at local school nurseries that can offer a longer day.

## **Experiences**

Throughout 23/24, Pre-School operations ran as usual. The Early Years Foundation Stage 2023 was followed and the full curriculum was implemented, which promotes child learning through play. This included, many child led activities and opportunities, child targeted learning, adult led and in the moment planning and group planning activities. Children's education was enhanced, using a variety of resources to promote their learning experiences, while ensuring all children had the right level of support to ensure they were engaged and challenged and gaining or moving towards their individual expected outcomes of learning and development. All children had opportunities to develop on an individual and group basis and all areas of the playroom had continuous planning opportunities. Children that are not meeting their learning outcomes, are assessed to address their needs and ensure the best opportunities are given to 'narrow the gap' so they can 'catch up' with their peers. Little Saints also offers the Early Talk Boost Programme to support learning.

The experiences offered during this time included both inside and outside learning environment. As children attending are from a variety of cultures and backgrounds, the Pre-School also promoted fully inclusive activities and festivals for all children and adults attending. These included different multi-cultural themes and festivals such as Rosh Hashanah, Diwali, Christmas, Chinese New Year and Easter. The children had the opportunity to dress up for world book day, made a story leaf for the reading tree, partake in rhyme time and attend outings to the park, post office and local farm. The children also benefitted from partaking in small and large group activities.

Fundraising activities included Mother's Day, Father's Day gift shop, mufti-days, scavenger hunt, Christmas Fair, raffles and cake sales. Additionally, the Westminster mile was completed by staff and some children to raise additional funds for the pre-school. The annual quiz night continued to be a popular community event.

Parents were invited in for meetings to discuss child development, to view the reports and learning journals and volunteering was actively encouraged. Educational professionals (ie SEND) came into

the Pre-School to support additional learning needs. During the 23/24 review period there was a continuing increase in the number of children requiring additional support.

Overall, the Trustees feel that Little Saints Pre-School had a successful year fulfilling the objectives, despite many continuing challenges of lower child numbers, increasing numbers of children requiring additional support and higher costs.

The Charity continued to employ 13 members of staff, 8 qualified childcare practitioners, 4 unqualified child care practitioners and 1 treasurer.

## **Financial Review**

For the financial year 1<sup>st</sup> September 2023 to August 31<sup>st</sup> 2024, Little Saints Pre-School made a surplus of £22,195. This was mainly due to a grant of £18,000 that was awarded to help with the expansion of the provision of increased numbers of 2 year olds as per the Governmental initiative. It was also due to significant work by the team to ensure the facility was well advertised as well as costs being kept as low as possible, while providing the high level of care that Little Saints is known for.

Overall income in 23/24 was higher than 22/23 largely due to the grant that was received. Parent fees fell from £21,570 (22/23) to £18,581 following the introduction of the funded scheme for 2 year olds in April 24. This will change the overall income pattern for Little Saints as a significantly higher proportion of children will be funded in the future. Early years funded income increased to £83,273 from £67,892 due to the expansion of this scheme.

The Sufficiency Grant of 18,000 was awarded in April 24, and ensured a higher number of staff employed to assist the new 2 year olds.

Fundraising events resulted in an additional income of £4,380 due to a well executed fundraising plan. This was considerably higher than 21/22. Voluntary donations generated £1,847 due to generous support from the parents. Lunch club was run raising a total of £314. Additionally, the Pre-School was able to claim back Gift Aid from HMRC (where permitted), resulting in an income of £492.

The Pre-School continued with its careful expenditure policy, due to the inconsistent numbers of children attending across the school year. On the whole there has been a fall in the number of sessions that families take up due to the cost of living crisis which has meant LS has had to keep costs as low as possible. Despite minimum wage increasing significantly for the 3<sup>rd</sup> year in a row, LS has been able to maintain staff costs at a steady level, with help from volunteer students and parent helpers in the facility.

A total of £11,681 was provided by Surrey County Council for the support of children with additional needs. This was put towards additional resources and staff costs to support and progress the children.

Resources within the facility were managed carefully while providing all the necessary resources for the children. Additional donations of resources and cleaning products from parents were accepted. Hall hire price has increased gradually to £14,400 in this review period, up from £14,253 in the previous review period.

For further details of the accounts please see the financial statement. These are presented on a cash basis.

## **Principle funding sources**

The main source of funding is from fees for the children attending gathered directly from parents, and Early Years Free Entitlement. Funding types offered are; Working Parent Entitlement for 2,3 and 4 year olds. (WPE) Free Entitlement for Disadvantaged 2 year old families (FEET) and Universal Free Entitlement for 3 & 4 year olds.

Additional funds from Surrey County Council were available upon applying in 23/24 (Sufficiency Grant). These funds were awarded based on a specific criteria set by Surrey County Council. Little Saints were awarded £18,000 for use in the expansion of facilities and staffing for 2 year olds in the setting which is to be used over 2 years. Other sources of revenue come from donations and fund-raising events. The main expenditure is wages and hall hire. Restricted funds are funding received for children that require additional support (SEND). Additional funds in the form of a Sufficiency grant was obtained in 23/24.

### **Reserves policy**

Currently, the reserve statement is within the finance policy. The reserve amount is reviewed and updated on an annual basis allowing the Pre-School to perform its legal responsibilities if required to close. The reserve bank account for 23/24 holds £63,860.

### **Investments**

The charity has no long term banking investments. The funds are held in 2 separate accounts. Surplus funds are set aside and used for replacement of equipment and activities for the children.

### **Particulars of Any Outstanding Guarantee Given by the Charity**

The trustees declare that the Charity has given no guarantee where potential liability is outstanding at the date of the statement of assets and liabilities.

### **Particulars of Any Outstanding Debt**

The Trustees declare that the charity has no outstanding debt which is secured by an express charge of any of the assets of the charity at the date of the statement of assets and liabilities.

### **Plans for the future**

It is the Trustees intention that the Charity continue to provide its services in-line with its aims and objectives. During this time of challenging economic environment, the Charity and its Trustees believe it is more important than ever to provide caring and supportive childcare to continue to support the community. The careful and conservative fiscal approach the Charity has been operating by is continuing to serve the Charity well and has been an asset within this year.

## Financial Statement

<u>Receipts and payments</u>		23/24			22/23		
A1 Receipts	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	
Fees	102,168		102,168	90,536		90,536	
Voluntary donations	1,847		1,847	1,779		1,779	
SEND funding		11,681	11,681		11,537	11,537	
Uniform sales	1,167		1,167	749		749	
Fundraising activities	4,380		4,380	2,997		2,997	
Other income	729		729	335		335	
Other funding	18,492		18,492	565		565	
<b>TOTAL</b>	<b>128,783</b>	<b>11,681</b>	<b>140,464</b>	<b>96,962</b>	<b>11,537</b>	<b>108,499</b>	
<b>A3 Payments</b>							
Staff Costs	81,244		81,244	81,268		81,268	
Hall hire	14,400		14,400	14,253		14,253	
SEND expenditure		10,964	10,964		9,761	9,761	
Special events expenditure	1,147		1,147	863		863	
Running costs	5,716		5,716	4,689		4,689	
Administrative costs	3,466		3,466	2,477		2,477	
Uniform purchases	828		828	1,183		1,183	
Other expenditure	503		504	479		479	
<b>TOTAL</b>	<b>107,304</b>	<b>10,964</b>	<b>118,269</b>	<b>105,212</b>	<b>9,761</b>	<b>114,973</b>	
<b>Net receipts and payments</b>	<b>21,479</b>	<b>717</b>	<b>22,195</b>	<b>(8,251)</b>	<b>1,776</b>	<b>(6,475)</b>	

### Statement of assets and liabilities at the end of the period

<b>Cash funds</b>						
Current account	(2,112)	7,852	5,740	3,896	7,852	11,748
Deposit account	63,860		63,860	35,301		35,301
Cash	0		0	357		357
Creditors	(2,728)		(2,728)	(2,728)		(2,728)
<b>TOTAL</b>	<b>59,020</b>	<b>7,852</b>	<b>66,872</b>	<b>36,825</b>	<b>7,852</b>	<b>44,677</b>
Change			22,195			(6,475)

**Declaration**

The Trustees declare that they have approved the above report and authorised that it be signed on their behalf.

The Trustees' annual report was approved on 25 June 2024 and signed on behalf of the Little Saints Trustees by:

Luisa Viscione

(Chairperson, Trustee)

*Viscione*

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**Independent Examiner's Report to the Trustees of  
Little Saints Pre-School**

**Independent examiner's report to the trustees of Little Saints Pre-School**

I report to the charity trustees on my examination of the accounts of the Little Saints Pre-School for the year ended 31 August 2024.

**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 Act and in carrying out my examination I have followed all 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; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



Hazel Day  
BSc (Hons) FCA DChA  
Xeinadin  
Nightingale House  
46-48 East Street  
Epsom  
Surrey  
KT17 1HQ

Date: .27 June 2025.....

**LITTLE SAINTS PRE SCHOOL**

England & Wales - Charity number 1174144

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# Accounts

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Little Saints Pre-School CIO  
Trustees Annual Report and Financial Statement  
September 2022 - August 2023  
Charity No: 1174144

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## **Reference and Administrative Information**

### **Charity Details**

Charity Name: Little Saints Pre-School CIO

Charity Registration Number: 1174144

Operational Address: All Saints Community Centre, Fulford Road, West Ewell, Surrey, KT19 9QZ

Website: <https://littlesaints-preschool.com>

### **Trustees**

<b>Name</b>	<b>Position</b>	<b>Dates of Service for Pre-School CIO</b>	<b>Dates of Service for Pre-School Committee</b>
Mrs L Viscione	Chair	October 2018 to present	N/A
	Trustee	August 2017 to September 2018	October 2016 to July 2017
Mrs C Farris	Secretary / Deputy Manager	August 2017 to present	November 2004 to July 2017
Mrs C Sale	Trustee / Pre-School Manager	August 2017 to present	October 2004 to July 2017
Mrs N Williams	Staff Representative / Trustee	August 2017 to present	October 2016 to July 2017
Ms E Cooling	Trustee	October 2020 to present	N/A
Ms T Garrett	Trustee	October 2022 to present	N/A

### **Treasurer (employed)**

<b>Name</b>	<b>Date of Service</b>
Ms L Harding	November 2019 to present

### **Other Details**

Bank: Lloyds Bank

Independent Examiners: Hazel Day, Tudor John Ltd, Nightingale House, 46-48 East Street, Epsom, Surrey, KT17 1HQ

## **Structure, Governance and Management**

Little Saints Pre-School is a charity run Pre-School that operates from a church hall at the heart of the local community. The Charity is a charitable incorporated organisation (CIO) that is Ofsted registered. The Charity provides quality child care in a safe, caring, happy and stimulating environment, whilst following the Early Years foundation stage 2021.

### **Governing document**

The governing document is a constitution. The organisation is a charitable incorporated organisation (CIO) and is a body in membership of the Early Years Learning Alliance. This organisation was incorporated and registered as a charity on 4th August 2017. Prior to this date Little Saints was a committee run Pre-School.

### **Organisational Structure**

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### **Recruitment and appointment of trustees**

It is the aim of the charity to recruit trustees from parents of the Pre-School, ex-parents and members of the local community. In the first instance trustee vacancies are advertised within the parent community, through the parent welcome session and via email and parent only social media. There is a general difficulty in recruiting trustees and then retaining trustees longer than 1 or 2 years.

### **Trustee Induction and Training**

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## **Related parties**

There were no related party transactions during this period.

## **Risk Management**

The Pre-School management has reviewed the major risks to which the charity is exposed. Systems and procedures have been established to minimise these risks. The risks that the charity may be exposed to is reviewed and discussed on an annual basis, or earlier, if needed.

Little Saints internal policies have been put in place to minimise risk for all parties. Children and staff health, wellbeing, care and safety are promoted through the vigorous policies, procedures and risk assessments. There are currently 48 active policies, the main ones are listed on the website. These policies are available to read on request. Policy and procedure advice is taken from outside agencies such as Surrey Safeguarding. Furthermore, we are fully insured.

The Charity operates a separate bank account for the reserve and closely monitors costs to ensure it operates within its means.

In 2018/19, a new school nursery opened within the local area. This has been identified as a potential issue that could affect the numbers of children attending the setting for the foreseeable future. The Pre-School has seen a different pattern to the number of children attending in each term since the pandemic, Brexit and continuing inflation. There are less children at the beginning of autumn term which then increases over the year which increases the risk of making a deficit. The charity will continue to operate according to guidelines issued by the government for Pre-Schools.

## **Additional Governance Issues**

Little Saints is a member of the Early Years Learning Alliance. As a Pre-School, additional governance is also taken from the Surrey Early Years, Ofsted and including regular notification updates from the Surrey Safeguarding Children Partnership.

## **Charity Aims and Objectives**

Little Saints Pre-School promotes the development and education of children within the local community (West Ewell) by;

- Promoting their education and parental involvement
- Promoting their health and wellbeing
- Promoting their care and safety
- Providing services to support them and their families and carers
- Providing services to individuals holding membership of the CIO
- Furthering the aims of the preschool learning alliance
- Providing additional support and individual learning targets for children with SEND

The primary objective of the Pre-School within these aims is to provide quality fully inclusive child care, to deliver the early years foundation stage 2021 and to support the families of children using our facilities.

Furthermore, the charity's purpose is set out in the organisation's constitution (see objectives above).

## **Ensuring aims**

The Charity reviews the aims, objectives and activities each year. This review looks at the achievements from 01 September 2022 to 31 August 2023.

## **Statutory Declaration on Public Benefit**

The Trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the charity commission in exercising their powers or duties.

## **Activities, Achievements & Performance**

The primary role of the Charity is to deliver quality fully inclusive child care, to deliver the early years foundation stage 2021 and to support the families of children using the facilities. The activities benefit families with children between 2 and 5 years as these are the primary users of our services.

This review period showed a continuing reduction in child numbers, especially in the Autumn term, primarily due to the economic climate and therefore an increased likelihood of parents waiting until their children are fully funded before sending their children to Pre-School.

### **Experiences**

Throughout 22/23, Pre-School operations ran as usual. Early Years Foundation Stage 2021 was followed and the full curriculum was implemented. This included, child targeted learning, adult led and child led activities, in the moment planning and group planning activities. Children's education was enhanced, using a variety of resources to promote their learning experiences, while ensuring all children had the right level of support to ensure they were engaged and challenged and gaining or moving towards their individual expected outcomes of learning and development.

The experiences offered during this time included both inside and outside learning environment. As children attending are from a variety of cultures and backgrounds, the Pre-School also promoted fully inclusive activities and festivals for all children and adults attending. These included different multi-cultural themes and festivals such as Rosh Hashanah, Diwali, Christmas, Chinese New Year and Easter. The children had the opportunity to dress up for world book day and attend outings to the park, post office and local farm. The children also benefitted from partaking in small and large group activities.

Fundraising activities included Mother's Day, Father's Day gift shop, mufti-day, scavenger hunt, raffles and cake sales. The annual quiz night continued to be a popular community event.

Parents were invited in for meetings to discuss child development, to view the reports and learning journals and volunteering was actively encouraged. Educational professionals (ie SEND) came into the Pre-School to support additional learning needs. During the 22/23 review period there was a continuing increase in the number of children requiring additional support.

Overall, the Trustees feel that Little Saints Pre-School had a successful year fulfilling the objectives, despite many continuing challenges of lower child numbers, increasing numbers of children requiring additional support and higher costs.

The Charity continued to employ 13 members of staff, 8 qualified childcare practitioners, 4 unqualified child care practitioners and 1 treasurer.

## **Financial Review**

For the financial year 1<sup>st</sup> September 2022 to August 31<sup>st</sup> 2023, Little Saints Pre-School made a deficit of £6,476. This deficit was due to a number of challenges, including a continued change in the pattern of requirements seen from parents since the Covid-19 pandemic, and increasing inflation. Parents are waiting until they receive funding from Early Years before sending their children to Pre-School, or sending children for less days until funding is received. As a result, due to a larger proportion of the income derived from Early Years and the funding being considerably lower than directly payable fees, the overall income has fallen in relation to the associated costs related to the children. The minimum wage increase in April 2023, was 9.68% which had a significant impact on the expenditure of the facility. The parent fees were raised in April 2023 to assist with the cost increase, but it was not raised to the same level, as it was not felt that this was reasonable to pass on the full cost of the rise in wages.

Fundraising events resulted in an additional income of £2,997 due to a well executed fundraising plan. This was lower than 21/22, but a good result nevertheless. Voluntary donations generated £1,799 due to strong support from the parents. Lunch club was run raising a total of £799. Additionally, the Pre-School was able to claim back Gift Aid from HMRC, resulting in an income of £565.

Overall income in 22/23 was lower than 21/22, however expenditure remained approximately the same. In the Autumn term, the numbers of children continue to be lower than pre-covid, with numbers being at 50% of full capacity. The Pre-School continued with its careful expenditure policy in an attempt to minimise losses, however, the rise in minimum wage meant staff costs rose considerably, for the second year in a row, impacting the finances considerably. A total of £11,537 was provided by Surrey County Council for the support of children with additional needs. This was put towards additional resources and staff costs to support and progress the children.

Resources within the facility were managed carefully while providing all the necessary resources for the children. Additional donations of resources and cleaning products from parents were accepted. Hall hire price remained the same as 21/22 throughout this review period.

It is expected that challenges due to different patterns of childcare uptake will be ongoing. The pattern of lower numbers in Autumn, slowly increasing throughout the Spring and Summer terms has become the new norm. Furthermore, it is expected that lower numbers of children attending before full funding is available (because of the continuing effect of stretched family incomes), will continue to be part of the future life of the Pre-School for the foreseeable future. For further details of the accounts please see the financial statement. These are presented on a cash basis.

### **Principle funding sources**

The main source of funding is from fees for the children attending gathered directly from parents, tax free childcare and from Surrey Early Years Free Education Entitlement (from 2 year FEET or from 3 years). Other sources of revenue come from donations and fund-raising events. The main expenditure is wages and hall hire. Restricted funds are funding received for children that require additional support (SEND).

## **Reserves policy**

Currently, the reserve statement is within the finance policy. The reserve amount is reviewed and updated on an annual basis allowing the Pre-School to perform its legal responsibilities if required to close. The reserve bank account for 22/23 holds £35,301.

## **Investments**

The charity has no long term banking investments. The funds are held in 2 separate accounts. Surplus funds are set aside and used for replacement of equipment and activities for the children.

## **Particulars of Any Outstanding Guarantee Given by the Charity**

The trustees declare that the Charity has given no guarantee where potential liability is outstanding at the date of the statement of assets and liabilities.

## **Particulars of Any Outstanding Debt**

The Trustees declare that the charity has no outstanding debt which is secured by an express charge of any of the assets of the charity at the date of the statement of assets and liabilities.

## **Plans for the future**

It is the Trustees intention that the Charity continue to provide its services in-line with its aims and objectives. During this time of challenging economic environment, the Charity and its Trustees believe it is more important than ever to provide caring and supportive childcare to continue to support the community. The careful and conservative fiscal approach the Charity has been operating by is continuing to serve the Charity well and has been an asset within this year.

## Financial Statement

<u>Receipts and payments</u>	<b>22/23</b>			<b>21/22</b>		
<b>A1 Receipts</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
Fees	90,536		90,536	92,915		92,915
Voluntary donations	1,779		1,779	1,500		1,500
SEND funding		11,537	11,537		11,396	11,396
Uniform sales	749		749	1,013		1,013
Fundraising activities & special events	2,997		2,997	3,994		3,994
Other income	335		335	175		175
Other funding	565		565	728		728
<b>TOTAL</b>	<b>96,961</b>	<b>11,537</b>	<b>108,498</b>	<b>100,325</b>	<b>11,396</b>	<b>111,721</b>
<b>A3 Payments</b>						
Staff Costs	81,268		81,268	83,798		83,798
Hall hire	14,253		14,253	13,456		13,456
SEND expenditure		9,761	9,761		8,317	1,610
Fund raising & special events expenditure	863		863	547		547
Running costs	4,689		4,689	2,983		2,983
Administrative costs	2,477		2,477	2,396		2,396
Uniform purchases	1,183		1,183	1,129		1,129
Other expenditure	479		479	419		419
<b>TOTAL</b>	<b>105,212</b>	<b>9,761</b>	<b>114,973</b>	<b>104,728</b>	<b>8,317</b>	<b>113,045</b>
<b>Net receipts and payments</b>	<b>(8,251)</b>	<b>1,776</b>	<b>(6,475)</b>	<b>(4,403)</b>	<b>3,079</b>	<b>(1,324)</b>

### Statement of assets and liabilities at the end of the period

<b>Cash funds</b>					
Current account	3,896	7,852	11,748		15,701
Deposit account	35,301		35,301		35,117
Cash	357		357		335
Creditors	(2,728)		(2,728)		
<b>TOTAL</b>	<b>36,825</b>	<b>7,852</b>	<b>44,677</b>		<b>51,153</b>
Change			(6,475)		(1,324)

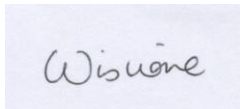
## Declaration

The Trustees declare that they have approved the above report and authorised that it be signed on their behalf.

The Trustees' annual report was approved on 27th June 2024 and signed on behalf of the Little Saints Trustees by:

Luisa Viscione

(Chairperson, Trustee)

A rectangular box containing a handwritten signature in blue ink that reads "Luisa Viscione".

.....

**Independent Examiner's Report to the Trustees of  
Little Saints Pre-School**

**Independent examiner's report to the trustees of Little Saints Pre-School**

I report to the charity trustees on my examination of the accounts of the Little Saints Pre-School for the year ended 31 August 2023.

**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').

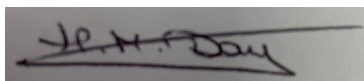
I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**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; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



Hazel Day  
BSc (Hons) FCA DChA  
Tudor John Limited  
Nightingale House  
46-48 East Street  
Epsom  
Surrey  
KT17 1HQ

Date: .27 June 2024.....

**LITTLE SAINTS PRE SCHOOL**

England & Wales - Charity number 1174144

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# Accounts

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Little Saints Pre-School CIO  
Trustees Annual Report and Financial Statement  
September 2021 - August 2022  
Charity No: 1174144

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## **Reference and Administrative Information**

### **Charity Details**

Charity Name: Little Saints Pre-School CIO

Charity Registration Number: 1174144

Operational Address: All Saints Community Centre, Fulford Road, West Ewell, Surrey, KT19 9QZ

Website: <https://littlesaints-preschool.com>

### **Trustees**

<b>Name</b>	<b>Position</b>	<b>Dates of Service for Pre-School CIO</b>	<b>Dates of Service for Pre-School Committee</b>
Mrs L Viscione	Chair	October 2018 to present	N/A
	Trustee	August 2017 to September 2018	October 2016 to July 2017
Mrs C Farris	Secretary / Deputy Manager	August 2017 to present	November 2004 to July 2017
Mrs C Sale	Trustee / Pre-School Manager	August 2017 to present	October 2004 to July 2017
Mrs N Williams	Staff Representative / Trustee	August 2017 to present	October 2016 to July 2017
Ms E Cooling	Trustee	October 2020 to present	N/A

### **Treasurer (employed)**

<b>Name</b>	<b>Date of Service</b>
Ms L Harding	November 2019 to present

### **Other Details**

Bank: Lloyds Bank

Independent Examiners: Hazel Day, Tudor John Ltd, Nightingale House, 46-48 East Street, Epsom, Surrey, KT17 1HQ

## **Structure, Governance and Management**

Little Saints Pre-School is a charity run Pre-School that operates from a church hall at the heart of the local community. The Charity is a charitable incorporated organisation (CIO) that is Ofsted registered. The Charity provides quality child care in a safe, caring, happy and stimulating environment, whilst following the the Early Years foundation stage 2021.

### **Governing document**

The governing document is a constitution. The organisation is a charitable incorporated organisation (CIO) and is a body in membership of the Early Years Learning Alliance. This organisation was incorporated and registered as a charity on 4th August 2017. Prior to this date Little Saints was a committee run Pre-School.

### **Organisational Structure**

Little Saints Pre-School has a minimum of 3 and up to 12 trustees that meet termly (October, February, June). The charity trustees are responsible for financial planning, other strategic planning, policies, key decisions and administration of the charity. The trustee positions are entirely voluntary and as such no re-numeration or financial benefits are given for their time. At present there are 5 members.

The day to day operation of the charity is performed by the Pre-School Manager and Deputy Manager, with advice on finances from the Treasurer. The Manager, Deputy and staff are constantly evaluating the Pre-School to improve the quality and learning on offer.

During Trustee meetings all charitable matters are discussed including income stream, ongoing performance, fund-raising, and to approve forthcoming expenditure.

The charity monitors performance against budgeted targets and reports termly to the trustees, and annually at the Annual General Meeting (AGM). During the AGM trustee appointments and resignations are made.

### **Recruitment and appointment of trustees**

It is the aim of the charity to recruit trustees from parents of the Pre-School, ex-parents and members of the local community. In the first instance trustee vacancies are advertised within the parent community, through the parent welcome session and via email and parent only social media. There is a general difficulty in recruiting trustees and then retaining trustees longer than 1 or 2 years.

### **Trustee Induction and Training**

All new trustees are given an introduction pack including; a copy of the constitution and any amendments made to it, a copy of the last year accounts, a copy of the roles and responsibilities of trustees (CC3 - The Essential Trustee, what you need to know, what you need to do, Charity Commission publication). A confidentiality and photo consent agreement are also obtained. In addition, trustees are encouraged to read the Charity Commission newsletters. Any further training is reviewed on an annual basis.

### **Related parties**

There were no related party transactions during this period.

## **Risk Management**

The Pre-School management has reviewed the major risks to which the charity is exposed. Systems and procedures have been established to minimise these risks. The risks that the charity may be exposed to is reviewed and discussed on an annual basis, or earlier, if needed.

Little Saints internal policies have been put in place to minimise risk for all parties. Children and staff health, wellbeing, care and safety are promoted through the vigorous policies, procedures and risk assessments. There are currently 48 active policies, the main ones are listed on the website. These policies are available to read on request. Policy and procedure advice is taken from outside agencies such as Surrey Safeguarding. Furthermore, we are fully insured.

The Charity operates a separate bank account for the reserve and closely monitors costs to ensure it operates within its means.

In 2018/19, a new school nursery opened within the local area. This has been identified as a potential issue that could affect the numbers of children attending the setting for the foreseeable future. The Pre-School has seen a different number and profile of children attending since the pandemic, Brexit and continuing inflation. There are less children at the beginning of autumn term which then increases over the year which increases the risk of making a deficit. The charity will continue to operate according to guidelines issued by the government for Pre-Schools.

## **Additional Governance Issues**

Little Saints is a member of the Early Years Learning Alliance. As a Pre-School, additional governance is also taken from the Surrey Early Years, Ofsted and including regular notification updates from the Surrey Safeguarding Children Partnership.

## **Charity Aims and Objectives**

Little Saints Pre-School promotes the development and education of children within the local community (West Ewell) by;

- Promoting their education and parental involvement
- Promoting their health and wellbeing
- Promoting their care and safety
- Providing services to support them and their families and carers
- Providing services to individuals holding membership of the CIO
- Furthering the aims of the preschool learning alliance
- Providing additional support and individual learning targets for children with SEND

The primary objective of the Pre-School within these aims is to provide quality fully inclusive child care, to deliver the early years foundation stage 2021 and to support the families of children using our facilities.

Furthermore, the charity's purpose is set out in the organisation's constitution (see objectives above).

## **Ensuring aims**

The Charity reviews the aims, objectives and activities each year. This review looks at the achievements from 01 September 2021 to 31 August 2022.

## **Statutory Declaration on Public Benefit**

The Trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the charity commission in exercising their powers or duties.

## **Activities, Achievements & Performance**

The primary role of the Charity is to deliver quality fully inclusive child care, to deliver the early years foundation stage 2021 and to support the families of children using the facilities. The activities benefit families with children between 2 and 5 years as these are the primary users of our services.

This review period showed a return to normal operations, however, there was a continuing reduction in child numbers, especially in the Autumn term, primarily due to the economic climate and therefore an increased likelihood of parents waiting until their children are fully funded before sending their children to Pre-School.

### **Experiences**

Throughout 21/22 the Pre-School operations returned to normal. The pandemic no longer exerted any influence. The Early Years Foundation Stage 2021 was implemented from September and the full curriculum was followed from this time. This included, new child targeted learning, adult led and child led activities, in the moment planning and group planning activities. Children's education was enhanced, using a variety of resources to promote their learning experiences, while ensuring all children had the right level of support to ensure they were engaged and challenged and gaining or moving towards their individual expected outcomes of learning and development.

The experiences offered during this time included both inside and outside learning environment. As children attending are from a variety of cultures and backgrounds, the Pre-School also promoted fully inclusive activities and festivals for all children and adults attending. These included different multi-cultural themes and festivals such as Rosh Hashanah, Diwali, Christmas, Chinese New Year and Easter. Additionally, visits from local professionals (such as the police, Irish dancing) were resumed. We also saw a return of outings to the park, post office and local farm. The children also benefitted from partaking in small and large group activities.

Many planned events such as Mother's Day, Father's Day gift shop, mufti-day, raffles and cake sales were able to go ahead as planned. Participation in the Westminster mile, All Saints Christmas Fair and Quiz night were able to go ahead for the first time since Covid-19.

The management no longer needed to restrict parents entering the playroom, and parents were invited in for meetings to discuss child development, to view the reports and learning journals and volunteering was actively encouraged again. Educational professionals (ie SEND) were able to come into the Pre-School to support additional learning needs. It was found that during the 21/22 review period that there was an increase in children requiring additional support.

Overall, the Trustees feel that Little Saints Pre-School had a successful year fulfilling the objectives, despite many continuing challenges of lower child numbers, increasing numbers of children requiring additional support and higher costs. This view was supported by the excellent parental feedback received.

The Charity continued to employ 13 members of staff, 8 qualified childcare practitioners, 4 unqualified child care practitioners and 1 treasurer.

## **Financial Review**

For the financial year 1<sup>st</sup> September 2021 to August 31<sup>st</sup> 2022, Little Saints Pre-School made a deficit of £1,324. This was deemed due in part to a change in pattern of requirement seen from parents since the Covid-19 pandemic, Brexit and increasing inflation. Parents are waiting until they receive funding from Early Years before sending their children to Pre-School, or sending children for less days until funding is received. The income has fallen in relation to the costs as a result of the Early Years funding being considerably lower than directly payable fees for non-funded children.

In the Autumn term, numbers of children were lower than seen previously, with number being at 50% of full capacity. Staff costs were higher than usual as Little Saints employed additional staff to cope with higher numbers of children with additional needs. These costs were recouped during the Spring and Summer term when extra funding was provided by Surrey County Council for the additional support. A total of £11,396 was put towards additional resources and staff costs to support and progress the children.

Numbers of children increased during the Spring and by the Summer term numbers were near pre-pandemic levels.

Fundraising and special events were able to be run as normal. Fundraising events resulted in an additional income of £3,994 due to a well executed fundraising plan. This was significantly higher than 20/21. Voluntary donations generated £1,500 due to strong support from the parents. Lunch club was run again raising a total of £630. Additionally, the Pre-School was able to claim back 2 years of Gift Aid from HMRC, resulting in an income of £728.

Overall, income in 21/22 was higher than 20/21, however, so was expenditure. The Pre-School continued with its careful expenditure policy in an attempt to minimise losses, however, rises in minimum wages meant staff costs rose considerably during this period. Resources within the facility were managed carefully while providing all the necessary resources for the children. Additional donations of resources and cleaning products from parents were accepted. Hall hire price remained the same as 20/21 throughout this review period.

It is expected that challenges due to different patterns of childcare uptake will be ongoing. It is expected that the pattern of lower numbers in Autumn, slowly increasing throughout the Spring and Summer terms will become the new norm. Furthermore, it is expected that lower numbers of children attending before full funding is available (because of the continuing effect of stretched family incomes), will continue to be part of the future life of the Pre-School for the foreseeable future. For further details of the accounts please see the financial statement. These are presented on a cash basis.

## **Principle funding sources**

The main source of funding is from fees for the children attending gathered directly from parents, tax free childcare and from Surrey Early Years Free Education Entitlement (from 2 year FEET or from 3 years). Other sources of revenue come from donations and fund-raising events. The main expenditure is wages and hall hire. Restricted funds is funding received for children that require additional support (SEND).

## **Reserves policy**

Currently, the reserve statement is within the finance policy. The reserve amount is reviewed and updated on an annual basis allowing the Pre-School to perform its legal responsibilities if required to close. The reserve bank account for 21/22 holds £35,117.

### **Investments**

The charity has no long term banking investments. The funds are held in 2 separate accounts. Surplus funds are set aside and used for replacement of equipment and activities for the children.

### **Particulars of Any Outstanding Guarantee Given by the Charity**

The trustees declare that the Charity has given no guarantee where potential liability is outstanding at the date of the statement of assets and liabilities

### **Particulars of Any Outstanding Debt**

The Trustees declare that the charity has no outstanding debt which is secured by an express charge of any of the assets of the charity at the date of the statement of assets and liabilities.

### **Plans for the future**

It is the Trustees intention that the Charity continue to provide its services in-line with its aims and objectives. During this time of challenging economic environment, the Charity and its Trustees believe it is more important than ever to provide caring and supportive childcare to continue to support the community. The careful and conservative fiscal approach the Charity has been operating by is continuing to serve the Charity well and has been an asset within this year.

## Financial Statement

<u>Receipts and payments</u>	21/22			20/21		
A1 Receipts	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
Fees	92,915		92,915	83,112		83,112
Voluntary donations	1,500		1,500	1,995		1,995
SEND funding		11,396	11,396		2,874	2,874
Uniform sales	1,013		1,013	887		887
Special events	0		0	0		0
Fundraising activities	3,994		3,994	1,986		1,986
Other income	175		175	142		142
Other funding	728		728	10,000		10,000
<b>TOTAL</b>	<b>100,325</b>	<b>11,396</b>	<b>111,721</b>	<b>98,122</b>	<b>2,874</b>	<b>100,996</b>
<b>A3 Payments</b>						
Staff Costs	83,798		83,798	76,983		76,983
Hall hire	13,456		13,456	11,965		11,965
SEND expenditure		8,317	1,610		1,610	1,610
Special events expenditure	547		547	363		363
Running costs	2,983		2,983	3,447		3,447
Administrative costs	2,396		2,396	2,392		2,392
Uniform purchases	1,129		1,129	707		707
Other expenditure	419		419	912		912
<b>TOTAL</b>	<b>104,728</b>	<b>8,317</b>	<b>113,045</b>	<b>96,769</b>	<b>1,610</b>	<b>98,379</b>
<b>Net receipts and payments</b>	<b>(4,403)</b>	<b>3,079</b>	<b>(1,324)</b>	<b>1,353</b>	<b>1,264</b>	<b>2,617</b>

### Statement of assets and liabilities at the end of the period

<b>Cash funds</b>						
Current account	9,625	6,076	15,701	14,363	2,997	17,360
Deposit account	35,117		35,117	35,117		35,117
Cash	335		335	0		0
<b>TOTAL</b>	<b>45,077</b>	<b>6,076</b>	<b>51,153</b>	<b>49,480</b>	<b>2,997</b>	<b>52,477</b>
Change			(1,324)			2,617

### **Other assets / liabilities**

Pension contributions due

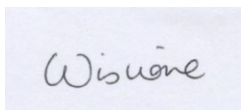
## Declaration

The Trustees declare that they have approved the above report and authorised that it be signed on their behalf.

The Trustees' annual report was approved on 30th June 2023 and signed on behalf of the Little Saints Trustees by:

Luisa Viscione

(Chairperson, Trustee)

A rectangular box containing a handwritten signature in blue ink that reads "Luisa Viscione".

.....

**Independent Examiner's Report to the Trustees of  
Little Saints Pre-School**

**Independent examiner's report to the trustees of Little Saints Pre-School**

I report to the charity trustees on my examination of the accounts of the Little Saints Pre-School for the year ended 31 August 2022.

**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 Act and in carrying out my examination I have followed all 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; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



Hazel Day  
BSc (Hons) FCA DChA  
Tudor John Limited  
Nightingale House  
46-48 East Street  
Epsom  
Surrey  
KT17 1HQ

Date: .30 June 2023.....

**LITTLE SAINTS PRE SCHOOL**

England & Wales - Charity number 1174144

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# Accounts

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**Little Saints Pre-School CIO**  
**Trustees Annual Report and Financial Statement**  
**September 2020 - August 2021**  
**Charity No: 1174144**

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## **Reference and Administrative Information**

### **Charity Details**

Charity Name: Little Saints Pre-School CIO

Charity Registration Number: 1174144

Operational Address: All Saints Community Centre, Fulford Road, West Ewell, Surrey, KT19 9QZ

Website: <https://littlesaints-preschool.com>

### **Trustees**

<b>Name</b>	<b>Position</b>	<b>Dates of Service for Pre-School CIO</b>	<b>Dates of Service for Pre-School Committee</b>
Mrs L Viscione	Chair	October 2018 to present	N/A
	Trustee	August 2017 to September 2018	October 2016 to July 2017
Mrs C Farris	Secretary / Deputy Manager	August 2017 to present	November 2004 to July 2017
Mrs C Sale	Trustee / Pre-School Manager	August 2017 to present	October 2004 to July 2017
Mrs N Williams	Staff Representative / Trustee	August 2017 to present	October 2016 to July 2017
Ms E Cooling	Trustee	October 2020 to present	N/A

### **Treasurer (employed)**

<b>Name</b>	<b>Date of Service</b>
Ms L Harding	November 2019 to present

### **Other Details**

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Independent Examiners: Hazel Day, Tudor John Ltd, Nightingale House, 46-48 East Street, Epsom, Surrey, KT17 1HQ

## **Structure, Governance and Management**

Little Saints Pre-School is a charity run Pre-School that operates from a church hall at the heart of the local community. The Charity is a charitable incorporated organisation (CIO) that is Ofsted registered. The Charity provides quality child care in a safe, caring, happy and stimulating environment, whilst following the 3 prime areas and 4 specific areas of the Early Years foundation stage.

### **Governing document**

The governing document is a constitution. The organisation is a charitable incorporated organisation (CIO) and is a body in membership of the Pre-School Learning Alliance. This organisation was incorporated and registered as a charity on 4th August 2017. Prior to this date Little Saints was a committee run Pre-School.

### **Organisational Structure**

Little Saints Pre-School has a minimum of 3 and up to 12 trustees that meet termly (October, February, June). The charity trustees are responsible for financial planning, other strategic planning, policies, key decisions and administration of the charity. The trustee positions are entirely voluntary and as such no re-numeration or financial benefits are given for their time. At present there are 5 members.

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During Trustee meetings all charitable matters are discussed including income stream, ongoing performance, fund-raising, and to approve forthcoming expenditure.

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### **Recruitment and appointment of trustees**

It is the aim of the charity to recruit trustees from parents of the Pre-School, ex-parents and members of the local community. In the first instance trustee vacancies are advertised within the parent community, through the parent welcome session and via email and parent only social media. There is a general difficulty in recruiting trustees and then retaining trustees longer than 1 or 2 years.

### **Trustee Induction and Training**

All new trustees are given an introduction pack including; a copy of the constitution and any amendments made to it, a copy of the last year accounts, a copy of the roles and responsibilities of trustees (CC3 - The Essential Trustee, what you need to know, what you need to do, Charity Commission publication). A confidentiality and photo consent agreement are also obtained. In addition, trustees are encouraged to read the Charity Commission newsletters. Any further training is reviewed on an annual basis.

## **Related parties**

There were no related party transactions during this period.

## **Risk Management**

The Pre-School management has reviewed the major risks to which the charity is exposed. Systems and procedures have been established to minimise these risks. The risks that the charity may be exposed to is reviewed and discussed on an annual basis, or earlier, if needed.

Little Saints internal policies have been put in place to minimise risk for all parties. Children and staff health, wellbeing, care and safety are promoted through the vigorous policies, procedures and risk assessments. There are currently 48 active policies, these are listed on the website. These policies are available to read on request. Policy and procedure advice is taken from outside agencies such as Surrey Safeguarding. Furthermore, we are fully insured.

The Charity operates a separate bank account for the reserve and closely monitors costs to ensure it operates within its means.

In 2018/19, a new school nursery opened within the local area. This has been identified as a potential issue that could affect the numbers of children attending the setting for the foreseeable future. During 20/21 the Pre-School had to cap numbers of children attending each day to ensure the protective measures put in place could be adhered to. Numbers of children were capped at 25 to allow for social distancing and extra cleaning required for a safe environment. Additionally, COVID-19 testing regimes were put in place to enhance safety. The charity will continue to operate according to guidelines issued by the government for Pre-Schools.

## **Additional Governance Issues**

Little Saints is a member of the Pre-School Learning Alliance. As a Pre-School, additional governance is also taken from the Surrey Early Years, Ofsted and including regular notification updates from the Surrey Safeguarding Children Partnership. This year further advice was taken from the Department of Education and Public Health England on matters relating to COVID-19.

## **Charity Aims and Objectives**

Little Saints Pre-School promotes the development and education of children within the local community (West Ewell) by;

- Promoting their education and parental involvement
- Promoting their health and wellbeing
- Promoting their care and safety
- Providing services to support them and their families and carers
- Providing services to individuals holding membership of the CIO
- Furthering the aims of the preschool learning alliance
- Providing additional support and individual learning targets for children with SEND

The primary objective of the Pre-School within these aims is to provide quality fully inclusive child care, to deliver the early years foundation stage and to support the families of children using our facilities.

Furthermore, the charity's purpose is set out in the organisation's constitution (see objectives above).

## **Ensuring aims**

The Charity reviews the aims, objectives and activities each year. This review looks at the achievements from 01 September 2020 to 31 August 2021.

## **Statutory Declaration on Public Benefit**

The Trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the charity commission in exercising their powers or duties.

## **Activities, Achievements & Performance**

The primary role of the Charity is to deliver quality fully inclusive child care, to deliver the early years foundation stage and to support the families of children using the facilities. The activities benefit families with children between 2 and 5 years as these are the primary users of our services.

This review period was a much more settled period than that of 19/20. However, the COVID-19 pandemic still exerted considerable effect on the day to day running of the Pre-School and subsequent take up of Pre-School places.

The lock-down in January 2021, did not impact the Pre-School quite in the same way as March 2020 due to the requirement to remain open during that time. However, the number of children attending during the 'lockdown' period was less than Autumn term due to parents deciding to keep their children at home during this time.

### **Experiences**

Throughout 20/21 the Pre-School continued to run its operations as close to normal as the Covid-19 restrictions would allow. Children's education was promoted through individual developmental planning for each child and group themed planning, using a variety of resources to enhance their learning experiences. Activities were adapted for children with SEND to allow access to the curriculum. Activities were also adapted to adhere to governmental guidelines to ensure a safe environment for everyone.

The experiences offered during this time included both inside and outside learning environment. As children attending are from a variety of cultures and backgrounds, the Pre-School also promoted fully inclusive activities and festivals for all children and adults attending. These included different multi-cultural themes and festivals such as Rosh Hashanah, Diwali, Christmas, Chinese New Year and Easter. The children also benefitted from partaking in small and large group activities.

From 2<sup>nd</sup> January 2021, the government ordered a second lockdown. This time however, Pre-Schools were not included in establishments that had to close. Little Saints Pre-School remained open for all children throughout the 9 week lockdown.

Many planned events such as Mother's Day, Father's Day gift shop, raffles were able to go ahead as planned. Unfortunately, participation in the Westminster mile and performing a Quiz night were unable to go ahead due to COVID-19 restrictions. Fortunately, the parents of the Pre-School supported a summer donations page.

The management continued to restrict parents entering the playroom on a daily basis, however, parents were invited in for meetings to discuss child development and to view the reports and learning journals. Parents were also encouraged to contact keypersons and management through

email. Educational professionals (ie SEND) were able to come into the Pre-School to support additional learning needs. All other necessary support was accessed through email and zoom calls.

Overall, the Trustees feel that Little Saints Pre-School had a successful year fulfilling the objectives, despite many continuing challenges brought by the COVID-19 pandemic. This view was supported by the excellent parental feedback received.

The Charity continued to employ 14 members of staff, 10 qualified, 4 unqualified.

## **Financial Review**

COVID-19 had a continuing effect on the ability of the Pre-School to generate funds. In the Autumn and Summer terms this was due to COVID imposed restrictions and enhanced cleaning regimes that meant that numbers of children attending had to be capped at 25 in order to fulfil these requirements. In the Spring term a reduction in numbers was caused by some parents refraining from sending their children during the lockdown period. This overall meant a lower number of children attending overall throughout the academic year which had the effect of reduced income from fees, donations and fundraising events and the knock on effect of the reduced ability to run fund-raising events for additional income.

In January 2021, Surrey County Council ran an COVID recovery initiative open to all Pre-Schools. Little Saints Pre-School applied and was awarded £10,000. This money has been used to ensure the charity can keep operating into the future. At this time, Early Years changed the funding model and reverted back to funding actual numbers of children rather than using the 'previous years' number model that had been used throughout the earlier stages of the pandemic. This meant income dropped quite significantly during the reporting period.

Fundraising and special events were much reduced due to restrictions in place, resulting in a lower fundraising income than in previous non-COVID years. However, it was a little bit higher than 18/19. Fundraising generated £1,986 due to strong support from the parents and an effective fundraising plan. Lunch club was not run due to COVID-19 restrictions.

Overall, income in 20/21 was lower than 19/20, however, so was expenditure. The Pre-School continued with its careful expenditure policy in an attempt to minimise any losses that could arise from limitations imposed by restrictions and cleaning regimes. Resources within the facility were managed carefully. Hall hire price remained the same as 19/20 throughout this review period.

The Pre-School made a surplus of £2,617 in 20/21 due to the recovery grant funding received. Without this, the Pre-School would have incurred a loss of £7,383.

It is expected that further challenges due to declining numbers of children because of the continuing effect of stretched family incomes will be part of the future life of the Pre-School. Plans to attempt to mitigate the effects of this will be made. For further details of the accounts please see the financial statement. These are presented on a cash basis.

## **Principle funding sources**

The main source of funding is from fees for the children attending gathered directly from parents, childcare vouchers and from Surrey Early Years Free Education Entitlement (from 2 year FEET or from 3 years). Other sources of revenue come from donations and fund-raising events. The main expenditure is wages and hall hire. Restricted funds is funding received for children that require additional support (SEND).

## **Reserves policy**

Currently, the reserve statement is within the finance policy. The reserve amount is reviewed and updated on an annual basis allowing the Pre-School to perform its legal responsibilities if required to close. After the annual review, the reserve was increased to £35,117 in 2021.

## **Investments**

The charity has no long term banking investments. The funds are held in 2 separate accounts. Surplus funds are set aside and used for replacement of equipment and activities for the children.

## **Particulars of Any Outstanding Guarantee Given by the Charity**

The trustees declare that the Charity has given no guarantee where potential liability is outstanding at the date of the statement of assets and liabilities

## **Particulars of Any Outstanding Debt**

The Trustees declare that the charity has no outstanding debt which is secured by an express charge of any of the assets of the charity at the date of the statement of assets and liabilities.

## **Plans for the future**

It is the Trustees intention that the Charity continue to provide its services in-line with its aims and objectives. Despite the challenging year, the Charity is positive about its ability to continue to provide caring and supportive childcare well into the future. The careful and conservative fiscal approach the Charity has been operating by has been an asset within this challenging year. It is expected that further challenges due to COVID-19 will be part of the future life of the Pre-School, so plans to mitigate the effects of this will be made. Plans to pave an area of the garden have been put on hold for the foreseeable future.

## Financial Statement

<u>Receipts and payments</u>	20/21			19/20		
A1 Receipts	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
Fees	83,112		83,112	91,580		91,580
Voluntary donations	1,995		1,995	2,674		2,674
SEND funding		2,874	2,874		3,324	3,324
Uniform sales	887		887	1,070		1,070
Special events	0		0	0		0
Fundraising activities	1,986		1,986	1,504		1,504
Other income	142		142	51		51
CJRS funding	10,000		10,000	2,925		2,925
<b>TOTAL</b>	<b>98,122</b>	<b>2,874</b>	<b>100,996</b>	<b>99,804</b>	<b>3,324</b>	<b>103,128</b>
<b>A3 Payments</b>						
Staff Costs	76,983		76,983	77,789		77,789
Hall hire	11,965		11,965	11,472		11,472
SEND expenditure		1,610	1,610		3,775	3,775
Special events expenditure	363		363	378		378
Running costs	3,447		3,447	3,572		3,572
Administrative costs	2,392		2,392	4,059		4,059
Uniform purchases	707		707	743		743
Other expenditure	912		912	0		0
<b>TOTAL</b>	<b>96,769</b>	<b>1,610</b>	<b>98,379</b>	<b>98,013</b>	<b>3,775</b>	<b>101,788</b>
<b>Net receipts and payments</b>	<b>1,353</b>	<b>1,264</b>	<b>2,617</b>	<b>1,792</b>	<b>(451)</b>	<b>1,341</b>

### Statement of assets and liabilities at the end of the period

<b>Cash funds</b>						
Current account	14,363	2,997	17,360	22,875	1,733	24,606
Deposit account	35,117		35,117	25,115		25,115
Cash	140		140	140		140
<b>TOTAL</b>	<b>49,480</b>	<b>2,997</b>	<b>52,477</b>	<b>48,127</b>	<b>1,733</b>	<b>49,860</b>
Change			2,617			1,340
Rounding						1
<b>Other assets / liabilities</b>						
Pension contributions due						

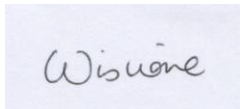
## Declaration

The Trustees declare that they have approved the above report and authorised that it be signed on their behalf.

The Trustees' annual report was approved on 29th June 2022 and signed on behalf of the Little Saints Trustees by:

Luisa Viscione

(Chairperson, Trustee)

A rectangular box containing a handwritten signature in blue ink that reads "Luisa Viscione".

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**Independent Examiner's Report to the Trustees of  
Little Saints Pre-School**

**Independent examiner's report to the trustees of Little Saints Pre-School**

I report to the charity trustees on my examination of the accounts of the Little Saints Pre-School for the year ended 31 August 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 Act and in carrying out my examination I have followed all 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; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



Hazel Day  
BSc (Hons) FCA DChA  
Tudor John Limited  
Nightingale House  
46-48 East Street  
Epsom  
Surrey  
KT17 1HQ

Date: 24th June 2022.....

**LITTLE SAINTS PRE SCHOOL**

England & Wales - Charity number 1174144

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# Accounts

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Little Saints Pre-School CIO  
Trustees Annual Report and Financial Statement  
September 2019 - August 2020  
Charity No: 1174144

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## **Reference and Administrative Information**

### **Charity Details**

Charity Name: Little Saints Pre-School CIO

Charity Registration Number: 1174144

Operational Address: All Saints Community Centre, Fulford Road, West Ewell, Surrey, KT19 9QZ

Website: <https://littlesaints-preschool.com>

### **Trustees**

<b>Name</b>	<b>Position</b>	<b>Dates of Service for Pre-School CIO</b>	<b>Dates of Service for Pre-School Committee</b>
Mrs L Viscione	Chair	October 2018 to present	N/A
	Trustee	August 2017 to September 2018	October 2016 to July 2017
Mrs S McCabe	Vice Chair	October 2018 to July 2020	N/A
	Parent Representative	October 2017 to July 2020	
Mrs C Farris	Secretary / Deputy Manager	August 2017 to present	November 2004 to July 2017
Mrs C Sale	Trustee / Pre-School Manager	August 2017 to present	October 2004 to July 2017
Mrs N Williams	Staff Representative / Trustee	August 2017 to present	October 2016 to July 2017
Ms E Cooling	Trustee	October 2020 to present	N/A

### **Treasurer (employed)**

<b>Name</b>	<b>Date of Service</b>
Mr S Davies	May 2019 to October 2019
Ms L Harding	November 2019 to present

### **Other Details**

Bank: Lloyds Bank

Independent Examiners: Hazel Day, Tudor John Ltd, Nightingale House, 46-48 East Street, Epsom, Surrey, KT17 1HQ

## **Structure, Governance and Management**

Little Saints Pre-School is a charity run Pre-School that operates from a church hall at the heart of the local community. The Charity is a charitable incorporated organisation (CIO) that is Ofsted registered. The Charity provides quality child care in a safe, caring, happy and stimulating environment, whilst following the 3 prime areas and 4 specific areas of the Early Years foundation stage.

### **Governing document**

The governing document is a constitution. The organisation is a charitable incorporated organisation (CIO) and is a body in membership of the Pre-School Learning Alliance. This organisation was incorporated and registered as a charity on 4th August 2017. Prior to this date Little Saints was a committee run Pre-School.

### **Organisational Structure**

Little Saints Pre-School has a minimum of 3 and up to 12 trustees that meet termly (October, February, June). The charity trustees are responsible for financial planning, other strategic planning, policies, key decisions and administration of the charity. The trustee positions are entirely voluntary and as such no re-numeration or financial benefits are given for their time. At present there are 5 members.

The day to day operation of the charity is performed by the Pre-School Manager and Deputy Manager, with advice on finances from the Treasurer. The Manager, Deputy and staff are constantly evaluating the Pre-School to improve the quality and learning on offer.

During Trustee meetings all charitable matters are discussed including income stream, ongoing performance, fund-raising, and to approve forthcoming expenditure.

The charity monitors performance against budgeted targets and reports termly to the trustees, and annually at the Annual General Meeting (AGM). During the AGM trustee appointments and resignations are made.

### **Recruitment and appointment of trustees**

It is the aim of the charity to recruit trustees from parents of the Pre-School, ex-parents and members of the local community. In the first instance trustee vacancies are advertised within the parent community, through the parent welcome session and via email and parent only social media. There is a general difficulty in recruiting trustees and then retaining trustees longer than 1 or 2 years.

### **Trustee Induction and Training**

All new trustees are given an introduction pack including; a copy of the constitution and any amendments made to it, a copy of the last year accounts, a copy of the roles and responsibilities of trustees (CC3 - The Essential Trustee, what you need to know, what you need to do, Charity Commission publication). A confidentiality and photo consent agreement are also obtained. In addition, trustees are encouraged to read the Charity Commission newsletters. Any further training is reviewed on an annual basis.

## **Related parties**

There were no related party transactions during this period.

## **Risk Management**

The Pre-School management has reviewed the major risks to which the charity is exposed. Systems and procedures have been established to minimise these risks. The risks that the charity may be exposed to is reviewed and discussed on an annual basis, or earlier, if needed.

Little Saints internal policies have been put in place to minimise risk for all parties. Children and staff health, wellbeing, care and safety are promoted through the vigorous policies, procedures and risk assessments. There are currently 47 active policies, these are listed on the website. These policies are available to read on request. Policy and procedure advice is taken from outside agencies such as Surrey Safeguarding. Furthermore, we are fully insured.

The Charity operates a separate bank account for the reserve and closely monitors costs to ensure it operates within its means.

In 2018/19, a new school nursery opened within the local area. This has been identified as a potential issue that could affect the numbers of children attending the setting for the foreseeable future. During 19/20 the Pre-School maintained good numbers of children each day, prior to the COVID-19 closure. This is something that the charity will continually evaluate.

Prior to reopening on 4<sup>th</sup> June 2020, after the enforced closure by the government due to COVID-19, additional risk assessments, actions plans, enhanced cleaning and other protective measures were put into place to increase safety for all staff and children attending the setting.

## **Additional Governance Issues**

Little Saints is a member of the Pre-School Learning Alliance. As a Pre-School, additional governance is also taken from the Surrey Early Years, Ofsted and including regular notification updates from the Surrey Safeguarding Children Partnership. This year further advice was taken from the Department of Education and Public Health England on matters relating to COVID-19.

## **Charity Aims and Objectives**

Little Saints Pre-School promotes the development and education of children within the local community (West Ewell) by;

- Promoting their education and parental involvement
- Promoting their health and wellbeing
- Promoting their care and safety
- Providing services to support them and their families and carers
- Providing services to individuals holding membership of the CIO
- Furthering the aims of the preschool learning alliance
- Providing additional support and individual learning targets for children with SEND

The primary objective of the Pre-School within these aims is to provide quality fully inclusive child care, to deliver the early years foundation stage and to support the families of children using our facilities.

Furthermore, the charity's purpose is set out in the organisation's constitution (see objectives above).

### **Ensuring aims**

The Charity reviews the aims, objectives and activities each year. This review looks at the achievements from 01 September 2019 to 31 August 2020.

### **Statutory Declaration on Public Benefit**

The Trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the charity commission in exercising their powers or duties.

### **Activities, Achievements & Performance**

The primary role of the Charity is to deliver quality fully inclusive child care, to deliver the early years foundation stage and to support the families of children using the facilities. The activities benefit families with children between 2 and 5 years as these are the primary users of our services.

This review period can be described as having two distinct halves. Prior to 23<sup>rd</sup> March 2020, the Pre-School continued to run its operations as usual and the children's education was promoted through individual developmental planning for each child and group themed planning, using a variety of resources to enhance their learning experiences. Activities were adapted for children with SEND to allow access to the curriculum.

The experiences offered during this time included both inside and outside learning environment. The enriched program included visits to the park, a visit to use the post office and cooking activities. The local church representative also visited to discuss topics of a religious nature using child friendly activities, to discuss Harvest and Christmas. As children attending are from a variety of cultures and backgrounds, the Pre-School also promoted fully inclusive activities and festivals for all children and adults attending. These included different multi-cultural themes and festivals such as Harvest, Rosh Hashanah, Diwali, Christmas, Chinese New Year. The children also benefitted from partaking in small and large group activities.

On 23<sup>rd</sup> March 2020, the government required all businesses to close with immediate effect and the whole country was put into 'lockdown', therefore the Pre-School closed from 23<sup>rd</sup> March until 4<sup>th</sup> June. From this time forward, the onset of COVID-19 had a marked effect on the running and normal operations of the Pre-School. Planned Easter celebrations were cancelled due to the lockdown.

From April 2020, the Pre-School implemented home learning to enable children to keep up with the learning opportunities that would have been on offer if they had been attending Pre-School in person. This was comprised of video learning, and supported by activity sheets and other ideas to support the learning topics. All parents were encouraged to do the supplied learning so all children had the opportunity despite lockdown, to partake in Pre-School run activities with the aim to fulfil their individual learning potential. Home learning continued until the end of Pre-School year at the end of July.

From 4<sup>th</sup> June 2020, the Pre-School was able to re-open 4 days a week for keyworker and vulnerable children as a priority. Additional spaces were allocated to funded children. The number of children able to attend was restricted under government guidelines, and COVID-19 protective measures were put in place. The Pre-School was pleased to welcome back 16 children into the setting. This was the maximum number of children allowed in the setting at this time. Furthermore, the Pre-School was

able to support 2 children on split placements that required space due to nursery closure. Unfortunately, outside trips and certain extra curricular activities that were planned for the summer term were not permitted under government restrictions due to COVID-19.

Parental feedback was excellent this year, despite the challenging time, with a number of parents providing testimony in the compliments book. Furthermore, parents were involved throughout the year with their child's education, helping within the Pre-School, and participating in fundraising events.

At the end of term one child was transferred to school with a EHCP (Education Health and Care Plan) in place.

Prior to 23<sup>rd</sup> March 2020, Little Saints raised additional funds through cakes sales, sponsorship events, Mother's day gift shop, raffles and ballots. After 23<sup>rd</sup> March 2020, the ability to raise funds was severely restricted. Planned events such as participation in the Westminster mile, Father's day gift shop and Quiz night were unable to go ahead due to COVID-19 restrictions. Fortunately, the parents of the Pre-School supported a summer raffle and donations page.

Overall, the Trustees feel that Little Saints Pre-School had a successful year fulfilling the objectives, despite the many challenges brought by the COVID-19 pandemic.

The Charity continued to employ 14 members of staff. Shane Davies resigned from the post of Treasurer on 31<sup>st</sup> October 2019. This role was then taken on from 1 November 2019 by Lorna Harding. Sarah McCabe also stepped down as Deputy Chair/ Parent Representative from July 2020.

## **Financial Review**

The period of review can be described as having two halves. Prior to 23<sup>rd</sup> March 2019 the Pre-School operations including fundraising and special events were run as usual and during this time the revenue generated was typical for the Pre-School.

The advent of COVID-19 and the subsequent lockdown period, affected the ability of the Pre-School to generate larger revenue streams for the year reviewed. Overall, income was lower than 18/19 due to the COVID-19 closures. Many parent paid fees were refunded or credit notes issued when the facility was closed. Lunch club was closed and did not reopen for the remainder of the year. Early Years continued to fund the Pre-School (as per government policy) based on the number of children attending regardless of any closures that occurred.

Fundraising and special events were cancelled resulting in a reduction of fundraising income by approximately 50% compared to 18/19 accounts. Despite this, the income generated was still £1,504 due to strong support from the parents and an effective fundraising plan.

The Pre-School attempted to minimise losses by limiting expenditure where possible. Resources within the facility were managed carefully. A reduction in hall hire was negotiated from the beginning of the lockdown period until September 2021. Little Saints Pre-School applied for the government furlough scheme, and received £2,925.

Despite the restrictions enforced by the pandemic, the Pre-School managed to make a surplus of £1,341 overall. The Pre-School also received £3,324 of restricted funding for children that required additional support.

It is expected that further challenges due to COVID-19 will be part of the future life of the Pre-School, so plans to mitigate the effects of this will be made. For further details of the accounts please see the financial statement. These are presented on a cash basis.

### **Principle funding sources**

The main source of funding is from fees for the children attending gathered directly from parents, childcare vouchers and from council funding (from 2 year FEET or from 3 years). Other sources of revenue come from donations and fund-raising events. The main expenditure is wages and hall hire. Restricted funds is funding received for children that require additional support (SEND).

### **Reserves policy**

Currently, the reserve statement is within the finance policy. The reserve amount is reviewed and updated on an annual basis allowing the Pre-School to perform its legal responsibilities if required to close. After the annual review, the reserve was increased to £25,112.73 in June 2020.

### **Investments**

The charity has no long term banking investments. The funds are held in 2 separate accounts. Surplus funds are set aside and used for replacement of equipment and activities for the children.

### **Particulars of Any Outstanding Guarantee Given by the Charity**

The trustees declare that the Charity has given no guarantee where potential liability is outstanding at the date of the statement of assets and liabilities

### **Particulars of Any Outstanding Debt**

The Trustees declare that the charity has no outstanding debt which is secured by an express charge of any of the assets of the charity at the date of the statement of assets and liabilities.

### **Plans for the future**

It is the Trustees intention that the Charity continue to provide its services in-line with its aims and objectives. Despite the challenging year, the Charity is positive about its ability to continue to provide caring and supportive childcare well into the future. The careful and conservative fiscal approach the Charity has been operating by has been an asset within this challenging year. It is expected that further challenges due to COVID-19 will be part of the future life of the Pre-School, so plans to mitigate the effects of this will be made. Plans to pave an area of the garden have been put on hold for the foreseeable future.

## Financial Statement

<u>Receipts and payments</u>	19/20			18/19		
A1 Receipts	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
Fees	91,580		91,580	104,809		104,809
Voluntary donations	2,674		2,674	2,521		2,521
SEND funding		3,324	3,324		5,729	5,729
Uniform sales	1,070		1,070	1,104		1,104
Special events	0		0	1,159		1,159
Fundraising activities	1,504		1,504	3,455		3,455
Other income	51		51	135		135
CJRS funding	2,925		2,925	0		0
<b>TOTAL</b>	<b>99,804</b>	<b>3,324</b>	<b>103,128</b>	<b>113,183</b>	<b>5,729</b>	<b>118,912</b>
<b>A3 Payments</b>						
Staff Costs	77,789		77,789	77,832		77,832
Hall hire	11,472		11,472	10,773		10,773
SEND expenditure		3,775	3,775		5,615	5,615
Special events expenditure	378		378	914		914
Running costs	3,572		3,572	3,848		3,848
Administrative costs	4,059		4,059	5,049		5,049
Uniform purchases	743		743	1,137		1,137
Other expenditure	0		0	0		0
<b>TOTAL</b>	<b>98,013</b>	<b>3,775</b>	<b>101,788</b>	<b>99,552</b>	<b>5,615</b>	<b>105,167</b>
<b>Net receipts and payments</b>	<b>1,792</b>	<b>(451)</b>	<b>1,341</b>	<b>13,630</b>	<b>114</b>	<b>13,744</b>

### Statement of assets and liabilities at the end of the period

<b>Cash funds</b>						
Current account	22,875	1,733	24,606	45,716	2,184	47,900
Deposit account	25,115		25,115	0		0
Cash	140		140	620		620
<b>TOTAL</b>	<b>48,127</b>	<b>1,733</b>	<b>49,860</b>	<b>46,336</b>	<b>2,184</b>	<b>48,520</b>
Change			1,340			
Rounding			1			1
<b>Other assets / liabilities</b>						
Pension contributions due						

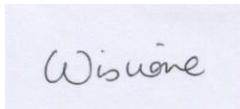
## Declaration

The Trustees declare that they have approved the above report and authorised that it be signed on their behalf.

The Trustees' annual report was approved on 23<sup>rd</sup> June 2021 and signed on behalf of the Little Saints Trustees by:

Luisa Viscione

(Chairperson, Trustee)

A rectangular box containing a handwritten signature in blue ink that reads "Luisa Viscione".

.....

**Independent Examiner's Report to the Trustees of  
Little Saints Pre-School**

**Independent examiner's report to the trustees of Little Saints Pre-School**

I report to the charity trustees on my examination of the accounts of the Little Saints Pre-School for the year ended 31 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').

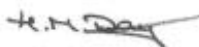
I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**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; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



Hazel Day  
BSc (Hons) FCA DChA  
Tudor John Limited  
Nightingale House  
46-48 East Street  
Epsom  
Surrey  
KT17 1HQ

Date: ~~30th June 2021~~ 2021.....