



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 06/04/2020 To 05/04/2021

Charity name: MOORGATE EARLY YEARS CENTRE

Charity registration number: 1775215

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>To provide a high quality of care and facilities for recreation and educational development to those children under the statutory school age.</p> <p>To enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the educational, developmental and other needs of their children.</p> <p>To provide the necessary facilities for the daily care, recreation and education of children during out of school hours including school holidays.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Providing purposeful activities for early years children for them to learn through play. To ensure that all children's needs are met and they progress in their learning and development.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	As Trustees, we have regards to the guidance issued by the Charity Commission.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related	Para 1.38	

investment		
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Munchkins childcare is continuing to provide childcare for early years children. We are teaching our children through purposeful play to develop their learning and development.</p> <p>Munchkins childcare meets the needs of the community, reaching out to vulnerable children and making referrals for children and their families that need multi-professional support.</p> <p>We have also put on sensory activities, such as sing and sign, baby massage and Spanish classes for children in the setting however this was impacted from March 2020 by the COVID pandemic.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	

Other		
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Munchkins position remains positive however this was a difficult period financially. Our agreement with Lancashire County Council for HR & Payroll and IT, Computing & Telephone services came to an end as part of a new Service Level Agreement issued to us by the council. This meant that we had large additional set up expenses in terms of the above as we moved to operate independently in the areas concerned.</p> <p>Munchkins Childcare have been able to provide good and effective childcare for the period. No monies owed.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We hold 3 months wages in reserve to cover any pay in the event of redundancy.
Amount of reserves held	Para 1.22	£45,000
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO Foundation Constitution
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Moorgate Early Years Centre
Other name the charity uses	Munchkins Childcare
Registered charity number	1175215
Charity's principal address	Moorgate Ormskirk Lancashire L39 4RY

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Gemma Hampson			
2	Paul Nelson			
3	Sarah McDonough			
4	Rachael Towersey			
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	G Hampson	
Full name(s)	Gemma Hampson	
Position (eg Secretary, Chair, etc)	Manager	
Date	29/03/2022	

ACTUAL Income & Expenditure 2020-21

Income														
	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Period 13	YEAR TOTALS
Income	1,348.86	998.83	1,670.58	6,935.73	8,448.01	12,673.44	9,034.88	13,147.02	11,578.06	4,763.10	21,544.49	13,398.99	4,121.06	109,663.05
Funding			3,381.04					5,005.22	5,542.74		2,066.80	1,704.39		17,700.19
Students														0.00
Job Retention Scheme				23,560.63	9,408.54		8,051.13					2,675.81		43,696.11
LCC COVID Support													6,621.62	6,621.62
Misc														390.00
Total Income	1,348.86	998.83	5,051.62	30,496.36	17,856.55	12,673.44	17,086.01	18,152.24	17,120.80	4,763.10	23,611.29	17,779.19	10,742.68	178,070.97
Expenditure														
	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Period 13	
Staffing Costs														
Total Staffing Cost		12,901.84	9,516.93	9,748.80	14,337.95	13,270.18	10,331.99	13,653.68	9,953.37	12,497.78	12,053.16	14,041.93	13,060.84	145,368.45
Other Costs														
Additional Staffing Costs					200.00			1,987.66				596.23		2,783.89
Additional Lessons	105.00													105.00
Advertising														0.00
Cleaning/Hygiene Supplies				15.20	13.97	67.46	100.20	813.73	10.00	15.96		24.83		1,061.35
DBS Checks					13.00	78.00		104.00						195.00
Equipment/Furniture			27.00	19.98		291.97		43.29						382.24
HR	222.00	222.00	222.00	224.30	224.30	366.44	224.30		448.60	224.30	224.30	224.30		2,826.84
ICT/Computer Software	32.40	85.88	79.80	67.20	112.73	110.63	307.27	107.88	110.28	294.63	104.22	149.88	267.04	1,829.84
Insurance							696.76							696.76
Miscellaneous				216.00			15.00	37.10		160.00				428.10
Money Paid in Error														0.00
Office/ Stationary								215.40		7.80		189.20		412.40
Ofsted/Registration Fees			166.00				220.00	192.50				240.00		818.50
Party/Prizes/B'day Cards								1.00	6.99					7.99
Premises Costs												4,500.00		4,500.00
Recruitment Costs														0.00
Resources					14.35	17.65	10.55		12.84	1.50		20.98		77.87
Training							40.00					34.00		74.00
Uncashed cheques/Refunds				257.25	403.75	187.28		77.05				233.37		1,158.70
Rising 3's & 3yo Cont								239.88				826.50	1,586.70	2,653.08
Snack			14.05	58.31	84.63	70.87	86.00	79.04	27.88	5.70	53.57	48.22	6.55	534.82
Banking Charges	6.50				6.50	6.50	6.50	6.50	6.50	6.50	6.50	6.50		58.50
SLA												14,550.00		14,550.00
Total Other Costs	365.90	13,209.72	10,025.78	10,607.04	15,411.18	14,466.98	12,038.57	17,558.71	10,576.46	13,214.17	12,441.75	35,685.94	14,921.13	180,523.33
In Month Surplus/Deficit	982.96	-12,210.89	-4,974.16	19,889.32	2,445.37	-1,793.54	5,047.44	593.53	6,544.34	-8,451.07	11,169.54	-17,906.75	-4,178.45	-2,842.36

Moorgate Munchkins Account
Year Ended 5 April 2021

Expenditure		Income	
Food Baking and Snacks	535	Income	109,663
School Resources	183	LCC Funding & Payments	17,700
Party Presents and Prizes	8	Sundry Income	390
Salaries and NI	148,152	Job Retention Scheme	43,696
Staff Training	269	LCC COVID Support Fund	6,622
Stationary	412		
Registrations and Subscriptions	819		
Cleaning	1,061		
Room Hire	4,500		
Equipment	382		
Computer Software/IT	1,830		
Insurance	697		
HR	2,827		
SLA Contributions	17,203		
Misc	1,587		
Banking Charges	56		
	<u>180,521</u>		<u>178,071</u>
Closing Bank Balances		Opening Bank Balances	
Current account balance @ 05/04/2021	39,228	Current account balance @ 05/04/2020	42,935
Cash in hand @ 05/04/2020	1,257		
	<u>221,006</u>		<u>221,006</u>