

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	August	2020		31	July	2021

Charity name BUSY OTTERS PRESCHOOL

Other names charity is known by -

Registered charity number (if any) 1177677

Charity's principal address LONGDOGS LANE

OTTERY ST MARY

Postcode

EX11 1HY

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 Matthew Gunbie	CHAIRMAN		
2 JULIANNE ANDERSON	COTREASURER		
3 ALISSA BENNETT CRONK	SECRETARY		
4 EMILY DOMMETT	Committee		
5 Rachel Gigg	Committee		
6 Daisy Hutchison	Committee		
7 Jeffi Grant	Co Treasurer		
8 Beth Sewell	Committee		
9 Sophie Brown	Committee		

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CONSTITUTION
How the charity is constituted (eg. trust, association, company)	CHARITABLE INCORPORATED ORGANISATION (CIO)
Trustee selection methods (eg. appointed by, elected)	ELECTION AT ANNUAL GENERAL MEETING

by)

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Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

MEMBER OF PRESCHOOL LEARNING ALLIANCE – MODEL CIO CONSTITUTION 2013 ADOPTED.

Section C Objectives and activities

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

The aims of the Pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

It does this by:

- (a) offering appropriate play, education and care facilities, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability;
- (b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;
- (c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

Additional details of objectives and activities (Optional information)

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

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

More information about the Charity can be found at www.busyotters.co.uk

Summary of the main achievements of the charity during the year

The Charity has generated £112673.00 receipts, and made payments of £121231, resulting in a net loss of £8558.00.

Brief statement of the charity's policy on reserves

The Charity currently holds the following reserves: Operational Reserve £27677.00 and Redundancy Reserve £10701 (plus any other reserves) These are reviewed by the trustees for sufficiency at least once a term.

Details of any funds materially in deficit

None.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and

The Charity's principal income is derived from Government funding of early years education and supplemented by private fees.

The Charity was inspected by Ofsted on 17 June 2021, and were pleased to receive an good report from Ofsted which can be found at <https://reports.ofsted.gov.uk/provider/16/EY560108>.

On 8 March 2018, the Trustees agreed to convert the organisation's structure from an unincorporated organisation Busy Otters Preschool Playgroup (Registered Charity number: 1023260) to this charitable incorporated organisation (CIO), to

objectives including any ethical investment policy adopted.

help make its future more sustainable and limit trustees' personal liability.

Accordingly, the Preschool Learning Alliance – Model CIO Constitution 2013 was adopted for this new Charity for the setting, being Busy Otters Preschool.

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Matthew Alan Tom Gunbie

**Position (eg
Secretary, Chair,
etc)**

CHAIR

Date

30 09 2021



BUSY OTTERS PRESCHOOL				CC16a
Receipts and payments accounts				
For the period from	01/08/2020	To	31/07/2021	

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees - Council & Parents	109,194	-	-	109,194	118,641
Fundraising	3,475	-	-	3,475	6,317
Interest Received	4	-	-	4	66
Sub total	112,673	-	-	112,673	125,024
A2 Asset and investment sales, etc.					
	-	-	-	-	-
Total receipts	112,673	-	-	112,673	125,024
A3 Payments					
Wages	103,388	-	-	103,388	100,576
Consumables	5,362	-	-	5,362	6,043
Rent & Rates	3,935	-	-	3,935	3,920
Insurance	975	-	-	975	866
Book-keeping, Phone, Stationery & Other	2,092	-	-	2,092	1,834
Staff Training	428	-	-	428	964
Small Equipment	3,100	-	-	3,100	2,221
Electricity	1,512	-	-	1,512	2,503
Water	438	-	-	438	950
Sub total	121,231	-	-	121,231	119,877
A4 Asset and investment purchases, etc.					
	-	-	-	-	-
Total payments	121,231	-	-	121,231	119,877
Net of receipts/(payments)	- 8,557	-	-	- 8,557	5,147
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	66,751	-	-	66,751	61,604
Cash funds this year end	58,194	-	-	58,194	66,751

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	BANK CURRENT ACCOUNT	15,798	-	-
	BANK DEPOSIT ACCOUNT	27,667	-	-
	BANK RESERVE ACCOUNT	10,701	-	-
	BANK FUNDRAISING ACCOUNT	2,422	-	-
	BANK SAVINGS ACCOUNT	1,606	-	-
	Total cash funds	58,194	-	-

(agree balances with receipts and payments account(s))

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	OTHER DEBTORS	unrestricted		-
				-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities				
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

BUSY OTTERS PRESCHOOL

On accounts for the year
ended

31ST JULY 2021

Charity no
(if any)

1177677

Set out on pages

2 & 3

Respective
responsibilities of
trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed. It is my responsibility to:

- examine the accounts (under section 43 of the Act, as amended),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), and
- to state whether particular matters have come to my attention.

Basis of independent
examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent
examiner's statement

In the course of my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 41 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

16th August 2021

Name:

MAURICE J. MOLLOY

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

F.C.C.A., B.COMM.

Address:

17, SILVER STREET,
OTTERY ST. MARY,
DEVON EX11 1DB.

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.