



Trustees' Annual Report for the period

Period start date
From 1st Sept 2021 To 31st Aug 2022
Period end date

Section A Reference and administration details

Charity name

Scotter Pre-school

Other names charity is known by

Scotter Pre-school and Out of School Club

Registered charity number (if any)

1027763

Charity's principal address

Scotter Village Hall

Scotton Road

Scotter, Gainsborough, Lincolnshire

Postcode

DN21 3SB

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	Cathryn Mychajluk	Chairperson	Left 26.09.2022	Affiliated member
2	Helen Armstrong	Treasurer		Affiliated member
3	Louise Pitcher		Left 19.09.2022	Manager
4	Maxine Bennett		Left 04.11.2021	Deputy manager
5	Natalie Ebbatson	Secretary		Family member
6	Amy Henalla			Family member
7	Janet Inman	Chairperson from 26.09.2022	Joined 31.12.2021	Affiliated member
8	Melanie Smith		Joined 24.01.2022	Deputy manager
9	Rebecca Lyons		Joined 30.04.2022	Affiliated member
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant	Forrester Boyd Chartered Accountant	66-68 Oswald Road, Scunthorpe, DN15 7PG

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CIO Constitution (signed 14 th March 2019)
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation whose only voting members are its trustees.
Trustee selection methods (eg. appointed by, elected by)	Commitment to actively join the Pre-school committee

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.

Our governance and management structure is as follows:

Chairperson
Treasurer
Secretary
Committee members

Manager
Deputy Manager
Staff

Trustees, are expected to familiarise themselves with all policies followed by Scotter Pre-school. They are involved with checking and updating policies on our rolling program or as new legislation comes in.

Section C Objectives and activities

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

1. To provide a safe, secure and stimulating environment.
2. To enhance the development and education of children aged from 2 to 5 years, in a parent involved, community-based group.
3. To work within the Early Years Foundation Stage (EYFS) framework ensuring equality of opportunity for all children and families.

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)

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 by offering appropriate play, education and care facilities, together with the rights of parents to take responsibility for and to become involved in the activities of such groups, ensuring that we offer opportunities for all children whatever their race, culture, religion, means or ability.

To support parents to be able to return to work or to further their own education.

To make use of our Friday Club (for children going to school the next academic year) to enable children to be school ready.

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.

Summary of the main achievements of the charity during the year

A new deputy manager was employed and she has settled into the role amazingly, bringing lots of experience and fresh ideas into the setting

The children and staff celebrated a Jamaican culture when Bema visited our setting.

Mr Seal came and gave our children a Christmas party

Mini Kixx came for football development sessions

Fundraising events over the year:-

Graduation tombola and refreshment donations.

Wrates photos x1

Bags to school x2

Amazon smile

Paypal giving

Fundraising events over the year:- Sponsored walk to raise money for BRAKE charity

The water play and small world areas were developed

Section E

Financial review

Brief statement of the charity's policy on reserves

We have set aside £30,000 as a contingency plan against closure and redundancy and low birth rate years, and this amount remains the same throughout the year. We have a building fund where monies are ring-fenced in our deposit account towards our new building. This money is added to through fees and through fund raising.

Details of any funds materially in deficit

Further financial review details (Optional information)

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

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

Our setting receives funding from Lincolnshire County Council for 3 and 4 year olds.

We also receive 2 year old funding to support disadvantaged children.

We pay for well qualified staff who can work to the needs of the children, to provide learning at their level. This includes providing resources to enhance their child-led learning.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

HELEN JAYNE ARMSTRONG

Position (eg Secretary, Chair, etc)

TREASURER

Date

4/10/22

FB copy
(Please sign & return)

REGISTERED CHARITY NUMBER: 1183122

SCOTTER PRE-SCHOOL

Unaudited Financial Statements
for the year ended 31 August 2022

Scotter Pre-School
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Year ended 31 August 2022

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**Scotter Pre-School
Reference and Administrative Details
Year ended 31 August 2022**

TRUSTEES

Cathryn Mychajluk (Chair) (resigned 26/09/2022)
Helen Armstrong (Treasurer)
Louise Pitcher (Manager) (resigned 19/09/2022)
Maxine Bennett (Deputy Manager - resigned 04/11/2021)
Natalie Ebbatson
Amy Henalla
Rebecca Lyons (Appointed 30/04/2022)
Bethany Walker (Appointed 04/10/2022)
Janet Inman (Chair from 26/09/2022 - appointed 10/12/2021)
Melanie Smith (Deputy Manager - appointed 01/03/2022)

PRINCIPAL OFFICE

Scotter Village Hall
Scotton Road
Scotter
Gainsborough
DN21 3SB

REGISTERED CHARITY NUMBER

1183122 (England and Wales)

**Scotter Pre-School
Report of the Trustees
Year ended 31 August 2022**

OBJECTIVES AND ACTIVITIES

1. To provide a safe, secure and stimulation environment.
2. To enhance the development and education of children aged from 2 to 5 years, in a parent involved, community based group.
3. To work within the Early Years Foundation Stage (EYFS) framework ensuring equality of opportunity for all children and families.

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To support parents to be able to return to work or to further their own education and to make use of our Friday Club (for children going to school the next academic year) to enable children to be ready for school.

PUBLIC BENEFIT

The Board of Trustees have referred to the Charity Commission's general guidance on public benefit when reviewing their aims and objectives. All their charitable activities are undertaken to further their charitable purposes for the public benefit.

ACHIEVEMENTS AND PERFORMANCE

A new deputy manager was employed and she has settled into the role amazingly, bringing lots of experience and fresh ideas into the setting.

The children and staff celebrated a Jamaican culture when Bema visited our setting. Mr Seal came and gave our children a Christmas party. Mini Kixx came for football development session.

Fundraising events over the year:-

Graduation tombola and refreshment donations

Wrates photos x 1

Bags to school x2

Amazon smile

Paypal giving

Fundraising events over the year:- Sponsored walk to raise money for BRAKE charity.

The water play and small world areas were developed.

**Scotter Pre-School
Report of the Trustees
Year ended 31 August 2022**

FINANCIAL REVIEW

Reserves Policy

As at 31st August 2022 the balance of the Pre-School's Unrestricted Funds was £74,612 (2021: £73,419) relating to general and designated building funds, and the balance of its Restricted Funds was £22,297 (2021: £18,587), which relates to general and CAN funding.

Scotter Pre-School have set aside £30,000 as a contingency plan against closure and redundancy and low birth rate years, and this amount remains the same throughout the year. They have a building fund where monies are ring-fenced in their deposit accounts towards a new building. This money is added to through fees and fundraising and therefore is a Designated Fund with the balance £20,591 (2021: £20,296).

Scotter Pre-School's setting receives funding from Lincolnshire County Council for 3 and 4 year olds. They also receive 2 year old funding to support disadvantaged children. They also pay for well qualified staff who can work to the needs of the children, to provide learning at their level. This includes providing resources to enhance their children-led learning.

Going Concern

The Board of Trustees believe that the charity's financial statements should be prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. Specifically in connection with the current economic climate, the trustees have considered the impact of COVID-19 on the charity and they are satisfied that the charity has sufficient financial headroom to continue trading for at least the next twelve months. For this reason the financial statements have been prepared on a going concern basis.

Financial Position

The Income and Expenditure report for the year ending 31st August 2022 shows a surplus of £4,903.

The Pre-School has total unrestricted funds of £74,612 (2021: £73,419) and total restricted funds of £22,297 (2021: £18,587). The total unrestricted funds is made up of general and designated building funds and the total restricted funds is made up of general and CAN funding.

Most of the school's income is from the funding received from Lincolnshire County Council. The use of this income is restricted to particular purposes. The remaining income received by the Pre-School is made up of fees and fundraising.

Scotter Pre-School
Report of the Trustees
Year ended 31 August 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

The type of governing document for Scotter Pre School is a constitution (Signed 14th March 2019).
The charity is constituted by Preschool Learning Alliance.
The governance and management structure for Scotter Pre School is as follows:

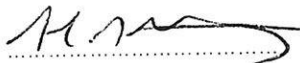
Chairperson
Treasurer
Secretary
Committee members

Manager
Deputy Manager
Staff

Committee members and trustees are expected to familiarise themselves with all the policies followed by Scotter Pre-School. They are involved with checking and updating policies on our rolling programme or as new legislation comes in.

The trustee selection methods was commitment to actively join the Pre-School committee.

The report to the trustees, approved by order of the board of trustees,
on 6 October 2022 and signed on the board's behalf by:



Signature of Trustee

HELEN ARMSTRONG

Name of Trustee

Independent Examiner's Report to the Trustees on the accounts of Scotter Pre-School

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 August 2022 which are set out on pages 6 to 7.

Responsibilities and basis of report

As the charity's trustees 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 charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directons 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 charity as required by section 130 of the Act;
2. The accounts do not apply with those records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Carrie Anne Jensen ACA
Independent Examiner
Chartered Accountants
66-68 Oswald Road
Scunthorpe
North Lincolnshire
DN15 7PG

Date: 6 October 2022

Scotter Pre-School
Schedule of Assets and Liabilities
Year ended 31 August 2022

	Notes	31.08.22 £
<u>Assets</u>		
Cash at bank and in hand	1	96,909
NET ASSETS		<u><u>96,909</u></u>
General Unrestricted Fund	2	54,021
Building Fund - Designated	3	20,591
Total Unrestricted Funds		<u><u>74,612</u></u>
Restricted Fund	4	22,262
CAN Fund - Restricted	5	35
Total Restricted Funds		<u><u>22,297</u></u>
TOTAL FUNDS		<u><u>96,909</u></u>

Signed on for and on behalf of Scotter Pre-School

M. Smith
Signature of Trustee

Melanie Smith
Name of Trustee

**Scotter Pre-School
Income and Expenditure
Year ended 31 August 2022**

	Notes	Unrestricted	Restricted	31.08.22		31.08.21	
				£	£	£	£
Income							
Transfer on conversion				-		-	
PreSchool Fees			21,842	21,842		13,097	
Breakfast club/After school club fees		5,217		5,217		3,046	
Funding			66,886	66,886		79,363	
Fundraising		103		103		16	
Deposit account interest		9		9		7	
Other revenue		1,470		1,470		1,567	
		<u>6,799</u>	<u>88,728</u>		<u>95,527</u>		<u>97,096</u>
Expenditure							
Sundry			4,423	4,423		4,811	
Accountancy			3,552	3,552		4,872	
Bank Charges			176	176		168	
Rent - Pre School			8,559	8,559		6,389	
Wages - Pre School			63,281	63,281		64,977	
Pension			837	837		553	
Rent - Breakfast Club		870		870		530	
Wages - Breakfast Club		4,736		4,736		3,746	
Food & Materials			3,139	3,139		2,921	
Insurance			784	784		770	
Postage & Stationery			206	206		228	
Telephone			61	61		95	
		<u>5,606</u>	<u>85,018</u>		<u>90,624</u>		<u>90,060</u>
SURPLUS/ (DEFICIT)		<u>1,193</u>	<u>3,710</u>		<u>4,903</u>		<u>7,036</u>
CASH BALANCE BROUGHT FORWARD		<u>73,419</u>	<u>18,587</u>		<u>92,006</u>		
CASH BALANCE CARRIED FORWARD		<u>74,612</u>	<u>22,297</u>		<u>96,909</u>		-

Scotter Pre-School
Notes to the Financial Statements
Year ended 31 August 2022

	31.08.22	31.08.21
	£	£
1 Cash at bank and in hand		
ECAT cash deposit account	27	27
PreSchool Business Instant Access Account	68,374	68,071
Petty Cash	121	125
Lloyds Business Account 1	7,674	4,676
Lloyds Business Account 2	20,713	19,107
	<u>96,909</u>	<u>92,006</u>
	£	£
2 General Unrestricted Fund		
Balance brought forward	53,123	54,714
Transfer to Building Fund	(295)	(1,951)
Unrestricted surplus for the period	1,193	360
Balance carried forward	<u>54,021</u>	<u>53,123</u>
3 Building Fund - Designated		
Balance brought forward	20,296	18,345
Income received in the period	-	-
Transfer from Unrestricted Fund	295	1,951
Spending during period to	-	-
Balance carried forward	<u>20,591</u>	<u>20,296</u>
4 Restricted Fund		
Balance brought forward	18,457	11,475
Restricted surplus for the period	3,805	6,982
Balance carried forward	<u>22,262</u>	<u>18,457</u>
5 CAN Funding - Restricted		
Balance brought forward	130	436
Income received in the period	-	-
Spending during period	(95)	(306)
Balance carried forward	<u>35</u>	<u>130</u>
6 Transfers between funds		

Transfers are made to building funds where capital assets will be purchased using unrestricted funds.

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REGISTERED CHARITY NUMBER: 1183122

SCOTTER PRE-SCHOOL

Unaudited Financial Statements
for the year ended 31 August 2022

Scotter Pre-School
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Reference and Administrative Details
Year ended 31 August 2022

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Year ended 31 August 2022**

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**Scotter Pre-School
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Year ended 31 August 2022**

FINANCIAL REVIEW

Reserves Policy

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Year ended 31 August 2022

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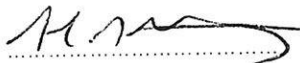
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Committee members and trustees are expected to familiarise themselves with all the policies followed by Scotter Pre-School. They are involved with checking and updating policies on our rolling programme or as new legislation comes in.

The trustee selection methods was commitment to actively join the Pre-School committee.

The report to the trustees, approved by order of the board of trustees,
on 6 October 2022 and signed on the board's behalf by:



Signature of Trustee

HELEN ARMSTRONG

Name of Trustee

Independent Examiner's Report to the Trustees on the accounts of Scotter Pre-School

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 August 2022 which are set out on pages 6 to 7.

Responsibilities and basis of report

As the charity's trustees 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 charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directons 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 charity as required by section 130 of the Act;
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Carrie Anne Jensen ACA
Independent Examiner
Chartered Accountants
66-68 Oswald Road
Scunthorpe
North Lincolnshire
DN15 7PG

Date: 6 October 2022

Scotter Pre-School
Schedule of Assets and Liabilities
Year ended 31 August 2022

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TOTAL FUNDS		<u>96,909</u>

Signed on for and on behalf of Scotter Pre-School



Signature of Trustee

Melanie Smith

Name of Trustee

**Scotter Pre-School
Income and Expenditure
Year ended 31 August 2022**

	Notes	Unrestricted	Restricted	31.08.22		31.08.21	
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		<u>6,799</u>	<u>88,728</u>		<u>95,527</u>		<u>97,096</u>
<u>Expenditure</u>							
Sundry			4,423	4,423		4,811	
Accountancy			3,552	3,552		4,872	
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CASH BALANCE BROUGHT FORWARD		<u>73,419</u>	<u>18,587</u>		<u>92,006</u>		
CASH BALANCE CARRIED FORWARD		<u>74,612</u>	<u>22,297</u>		<u>96,909</u>		-

Scotter Pre-School
Notes to the Financial Statements
Year ended 31 August 2022

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	£	£
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Balance carried forward	<u>54,021</u>	<u>53,123</u>
3 Building Fund - Designated		
Balance brought forward	20,296	18,345
Income received in the period	-	-
Transfer from Unrestricted Fund	295	1,951
Spending during period to	-	-
Balance carried forward	<u>20,591</u>	<u>20,296</u>
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Balance brought forward	18,457	11,475
Restricted surplus for the period	3,805	6,982
Balance carried forward	<u>22,262</u>	<u>18,457</u>
5 CAN Funding - Restricted		
Balance brought forward	130	436
Income received in the period	-	-
Spending during period	(95)	(306)
Balance carried forward	<u>35</u>	<u>130</u>
6 Transfers between funds		

Transfers are made to building funds where capital assets will be purchased using unrestricted funds.