



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	09	2020		31	08	2021

### Section A Reference and administration details

**Charity name**

LONGHAM COMMUNITY PRE-SCHOOL CIO

**Other names charity is known by**

**Registered charity number (if any)**

1185798

**Charity's principal address**

LONGHAM UNITED REFORMED CHURCH

HAM LANE

FERNDOWN, DORSET

**Postcode**

**BH22 9DP**

#### 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 Victoria Tanner	CHAIR		
2 Rebecca Wright	Secretary	Resigned 29/03/2021	
3 Nathan Moore	Treasurer		
4 Rebecca Harding	Trustee	Resigned 29/03/2021	
5 Kelly Brown	Trustee	Resigned 29/03/2021	
6 Elizabeth Hayter	Trustee	Resigned 29/03/2021	
7 Rachel Baldry	Secretary	Appointed 29/03/2021	
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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**


**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)	Pre-School Learning Alliance Model CIO Constitution For Childcare Providers 2013
How the charity is constituted (eg. trust, association, company)	The Charity is a Charitable Incorporated Organisation (CIO) Governed by elected charity trustees
Trustee selection methods (eg. appointed by, elected by)	Elected by parents

**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.

The CIO was first formed on 14<sup>th</sup> October 2019 but remained dormant until Ofsted issued a URN and an EGM was held. On 29<sup>th</sup> March 2021 it was agreed to dissolve the old unincorporated charity and transfer all assets and activities to the new CIO Charity.

Old Charity Number 1041174

Old URN 144293

New CIO Charity Number 1185798

New URN 2628342

## Section C

## Objectives and activities

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

The charity rents a church hall and employs staff. It uses resources to provide Early Years education to children of pre-school age. It offers opportunities to all children regardless of race, culture, means religion or ability.

To enhance the development and education of children under statutory school age by offering appropriate play education and care facilities.

**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)**

**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

**Sept 2020** – Our first month back fully operational since lockdown March 2020. We had 7 new starters. A total of 32 children on roll.

**October 2020** – We held a sponsored scoot raising £751.00!!! Unfortunately having a larger group of children in on the special event day lead to 1 case of COVID and the pre-school had to close for a deep clean and isolation.

We did a lot of activities outside looking at Autumn signs (fallen leaves, acorns) and hedgehogs. We prepared a tray with sand and put some hedgehog food in the middle. Overnight the hedgehog visited and left its foot prints in the sand. The children also made clay hedgehogs.

Gardening club planted some crocus bulbs.

**November 2020** – we had a real camp fire for the very first time. We spoke to the children about fire safety and that we have to make sure we keep our selves safe. The children had great knowledge about fire safety and they were all extremely sensible around the fire. We kept ourselves warm and as an extra special treat we even got to toast some marshmallows.

**December 2020** – we had a socially distant visit from Father Christmas.

**February 2021** - we love to do activities outside, encouraging the children to explore nature and develop their understanding of plants, animals and natural objects. The children always show such enthusiasm and love to be involved. After receiving our bronze award for the RSPB wild challenges in 2019, we have now got our silver award! Over the last few months we have done activities such as hedgehog homes, bug hunts, weather exploring, looking at different habitats and most recently our big birdwatch.

**March 2021** – Gardening Club planted some fruit and vegetables (tomatoes, strawberries, carrots, cucumber, peas, potatoes and chard.

**April 2021** – Incredible Eggs. A donation from The John Thornton Trust enabled us to purchase 7 duck eggs and the hatching kit and we were able to give our children a wonderful learning opportunity. Our children witnessed the ducklings hatch, feed & swim. Our children sang to them and held them. Such a phenomenal experience.

**June 2021** – we were able to purchase 2 new sheds with a kind donation from an ex pre-school family. The sheds were purchased from The Fencing Centre.

**July 2021** - Due to COVID-19 we were still unable to hold our

much loved annual summer fayre. This would be the 2<sup>nd</sup> year running we haven't been able to host a summer fayre so to raise some much needed funds we held a summer raffle. Edwards estate Agents kindly donated £100 cash for our first prize. We had lots of fabulous prizes including the very popular alcohol wheelbarrow. We raised £1291.00. We also had a Camp Bestival Family ticket and the winning bid was £300. So in total our summer raffle raised £1591. With this money we were able to place an order for a 32inch interactive table.

Again due to COVID-19 we were unable to hold our leavers ceremony where all parents attended. So to make the last day for our leavers special we hired a bouncy castle and the parents provided some food. 15 children left us.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

Finance policy states "a reasonable cash reserve balance will be kept for unexpected eventualities. This amount will be reviewed regularly and adjusted as necessary."

### 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 principle source of income is funding and fees. The covers the cost of running the pre-school (wages/rent/insurance/consumables)

In addition the pre-school is dependent on fundraising and donations to cover increasing costs and to cover the cost of new equipment.

## 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)	Tanner	
Full name(s)	Victoria Tanner	
Position (eg Secretary, Chair, etc)	Chairman	
Date	12.05.2022	

# Longham Community Pre-school CIO

Longham United Reformed Church  
Ham Lane Longham Dorset BH22 9DP  
Registered Charity Number 1185798

## STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR ENDED 31.08.21

### **ASSETS**

#### **MONETARY ASSETS**

Closing Bank balance Current Account (31.08.21)	£ 16,057.43
Closing Bank balance Fundraising Account (31.08.21)	£ 5,847.18
Closing Bank balance Savings Account (31.08.21)	<u>£ 13,000.00</u>
TOTAL OF ALL BANK ACCOUNTS	£ 34,904.61
Closing balance Petty Cash balance (31.08.21)	<u>£ 691.16</u>
<b>TOTAL OF ALL MONETARY ASSETS</b>	<b><u>£35,595.77</u></b>

#### **NON-MONETARY ASSETS**

Furniture and equipment as per inventory stated at original cost.

All equipment is in good condition.

Some has been purchased new during this financial year.

All equipment is continually being updated and reviewed to meet OFSTED requirements.

**TOTAL OF ALL NON-MONETARY ASSETS (stated at cost)** **£27,052.64**

**TOTAL ASSETS** **£62,648.41**

#### **TRANSFER OF ASSETS AND ACTIVITIES**

On 1 April 2021 Longham Community Pre-School (charity number: 1041174) transferred its total assets of £69,673.88 and all of its activities to Longham Community Pre-school CIO.

I confirm that I have examined the accounts and records of Longham Community Pre-school CIO as presented to me for the year 1 September 2020 to 31 August 2021.

They reflect a full and accurate record of transactions during this twelve month period. Statements and entries have been examined and verified as correct.

I confirm the total bank balances as at 31 August 2021 of £34,904.61 as being correct.



Mike Llewellyn (FCA)

27 September 2021

# Longham Community Pre-school CIO

Longham United Reformed Church  
Ham Lane Longham Dorset BH22 9DP  
Charity Number: 1185798

## INCOME AND EXPENDITURE OVERVIEW FOR ALL ACCOUNTS FOR THE YEAR ENDED 31.08.21

Opening Bank balance Current Account 01.09.20	£	0.00
Opening Bank balance Fundraising Account 01.09.20	£	0.00
Opening Bank balance Savings Account 01.09.20	£	0.00
Opening Petty Cash Balance 01.09.20	£	0.00
<b>Total opening cash balances 01.09.20</b>	<b>£</b>	<b>0.00</b>

Transfer of funds from Longham Community Pre-school (charity  
Number: 1041174) on 01.04.21

Transfer of Current Account (See attached sheet for details)	£25,369.27
Transfer of Fundraising Account (See attached sheet for details)	£ 7,122.74
Transfer of Savings Account (See attached sheet for details)	£10,205.70
Transfer of Petty Cash Account (See attached sheet for details)	£ 139.06
<b>Total Funds Transferred</b>	<b>£42,836.77</b>

### Income

Total Income Current Account (See attached sheet for details)	£23,800.58
Total Income Fundraising Account (See attached sheet for details)	£ 95.43
Total Income Savings Account (See attached sheet for details)	£ 2,794.30
Total Income Petty Cash Account (See attached sheet for details)	£ 775.60
<b>Total Income</b>	<b>£26,194.92</b>

### Expenditure

Total Expenditure Current Account (See attached sheet for details)	£(33,112.42)
Total Expenditure Fundraising Account (See attached sheet for details)	£ (1,370.99)
Total Expenditure Savings Account (See attached sheet for details)	£ 0.00
Total Expenditure Petty Cash Account (See attached sheet for details)	£ (223.50)
<b>Total Expenditure</b>	<b>£(33,435.92)</b>

Closing Bank balance Current Account 31.08.21	£16,057.43
Closing Bank balance Fundraising Account 31.08.21	£ 5,847.18
Closing Bank balance Savings Account 31.08.21	£13,000.00
Closing Petty Cash Balance 31.08.21	£ 691.16
<b>Total closing cash balances 31.08.21</b>	<b><u>£35,595.77</u></b>

# Longham Community Pre-school CIO

Longham United Reformed Church

Ham Lane

Longham Dorset

BH22 9DP

Charity Number: 1185798

## INCOME AND EXPENDITURE FOR CURRENT ACCOUNT FOR THE YEAR ENDED 31.08.21

<b>Opening Bank Balance 01.09.20</b>		<b>£0.00</b>
Transfer of current account funds from Longham Community Pre-school (Charity no.: 1041174) on 01.04.21		<b>£25,369.27</b>
<u>Income</u>		
Fees	£21,206.49	
Grants	£1,982.40	
Donations	£580.00	
Fundraising	£1,390.00	
Other	£165.00	
Sub-total	£25,323.89	
Transfers from Fundraising Account	£1,270.99	
Transfers to Savings Account	£(2,794.30)	
<b>Total income</b>		<b>£23,800.58</b>
<u>Expenditure</u>		
Wages & pensions	£(27,243.10)	
Rent	£(2,128.00)	
Website, software & I.T. repairs	£(224.85)	
General supplies & other costs	£(882.50)	
Registrations fees & subscriptions	£0.00	
Broadband/Telephone	£(158.55)	
Insurance	£(853.29)	
Staff welfare & training costs	£(23.15)	
Printing & postage	£(207.05)	
Events	£0.00	
Sub-total	£(31,720.49)	
Furniture & equipment	£(1,391.93)	
<b>Total expenditure</b>		<b>£(33,112.42)</b>
<b>Closing Bank balance 31.08.21</b>		<b><u>£16,057.43</u></b>

# **Longham Community Pre-school**

Longham United Reformed Church

Ham Lane

Longham Dorset

BH22 9DP

Charity Number: 1185798

## **INCOME AND EXPENDITURE FOR FUNDRAISING ACCOUNT FOR THE YEAR ENDED 31.08.21**

<b>Opening Bank Balance 01.09.20</b>		<b>£0.00</b>
Transfer of fundraising account funds from Longham Community Pre-school (Charity no.: 1041174) on 01.04.21		<b>£7,122.74</b>
<u>Income/(expenditure)</u>		
Donations	£95.43	
Furniture & equipment	£(100.00)	
Transfer to Current Account	<u>£(1,270.99)</u>	
<b>Total income/(expenditure)</b>		<b><u>£(1,275.56)</u></b>
 <b>Closing Bank balance 31.08.21</b>		 <b><u>£5,847.18</u></b>

# Longham Community Pre-school

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## INCOME AND EXPENDITURE FOR SAVINGS ACCOUNT FOR THE YEAR ENDED 31.08.21

<b>Opening Bank Balance 01.09.20</b>		<b>£ 0.00</b>
Transfer of savings account funds from Longham Community Pre-school (Charity no.: 1041174) on 01.04.21		<b>£10,205.70</b>
<u>Income</u>		
Interest Received	£ 0.00	
Transfer from Current Account	<u>£2,794.30</u>	
<b>Total income</b>		<b><u>£ 2,794.30</u></b>
<b>Closing Bank Balance 31.08.21</b>		<b><u>£13,000.00</u></b>

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## INCOME AND EXPENDITURE FOR PETTY CASH ACCOUNT FOR THE YEAR ENDED 31.08.21

<b>Opening Petty Cash Balance 01.09.20</b>		<b>£0.00</b>
Transfer of petty cash account from Longham Community Pre-school (Charity no.: 1041174) on 01.04.21		<b>£139.06</b>
<u>Income</u>		
Fees	£512.60	
Fundraising	£193.00	
Other	£60.00	
Donations	<u>£10.00</u>	
<b>Total Income</b>		<b>£775.60</b>
<u>Expenditure</u>		
General supplies & other costs	<u>£(223.50)</u>	
<b>Total expenditure</b>		<b><u>£(223.50)</u></b>
<b>Closing Petty Cash balance 31.08.21</b>		<b><u>£691.16</u></b>

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