



Trustees' Annual Report for the period

From

To

Period start date

Period end date

Day
1
Month
9
Year
2020

Day
31
Month
8
Year
2021

Section A

Reference and administration details

Charity name

HANHAM TODDLERS PRE-SCHOOL CIO

Other names charity is known by

Registered charity number (if any)

1193539

Charity's principal address

HANHAM METHODIST CHURCH

CHAPEL ROAD, HANHAM

BRISTOL

Postcode

BS15 8SD

Names of the charity trustees who manage the charity

Trustee name

Office (if any)

Dates acted if not for whole year

TAR

Name of person (or body) entitled to appoint trustee (if any)

LOUISE HANSOM
CHAIR

1

KIRSTY RICKETTS
SECRETARY

2

KATIE SWEET
TREASURER

3

NICOLA THOMAS

4

DAWN THORTON

LORRAINE BUNTING

SALLY ROUCH

10

11

12

13

14

15

16

17

18

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)

Section B Structure, governance and management

Description of the charity's trusts

	Type of governing document (eg. trust deed, constitution)
CONSTITUTION (2021)	
	How the charity is constituted (eg. trust, association, company)
CIO Trust	
	Trustee selection methods (eg. appointed by, elected by)
Trustees were appointed by the members at our AGM on 23 RD June 2021	

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.

PLEASE NOTE: Hanham Toddlers Pre-school CIO (charity no: 1193539) replaced the previous charity status Hanham Toddlers Pre-school (charity no: 287553) and therefore the charity operated under the old charity number until November 2020.

Section C Objectives and activities

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

To provide and care for pre-school children from the age of 2 to 4 years old and offer Stay and Play sessions for younger children with their parents/carers.

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)

We look after 140 pre-school children over the course of a week for 38 weeks per year. The children are aged from 2 to 4 years old and we follow the Early Years Foundation Stage Curriculum.

The families we support are mainly from the local area but we do also take children from further afield.

We also support several families with additional needs and draw support from agencies and specialists such as Paediatricians, Speech and Language Therapists, etc, as required.

We liaise with our local schools and hold regular meetings to ensure a smooth transition for our children to school.

Presentations are run for families to support them in increasing their knowledge of their child's learning and development and to enable them to further support their child in the home environment.

Ordinarily we take part in local events to support the community such as our local Common Fayre, but unfortunately this was cancelled this year due to Covid 19. We have celebrated with the children various events such as Divali, Christmas and Chinese New Year.

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.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Covid 19 brought many challenges to the pre-school which continued throughout this academic year, but we have adapted our procedures and are proud to have remained open throughout the pandemic, supporting vulnerable and key worker children.

During the year we held various fundraising events such as a Christmas raffle, clothing collections and a sponsored obstacle course to raise money for resources for the children. Fundraising has also enabled us to make further improvements to the outdoor area.

Section E

Financial review

Brief statement of the charity's policy on reserves

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Details of any funds materially in deficit

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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.

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Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Position (eg Secretary, Chair, etc)

Date

**Hanham Toddlers Pre
School**

Charity No. 1193539

Trustees' Report and Unaudited Accounts

31 August 2021

Hanham Toddlers Pre School
Hanham Toddlers Pre School
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Trustees Annual Report

The trustees present their report with the unaudited financial statements of the charity for the year ended 31 August 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity No. 1193539

Trustees

The following trustees served during the year:

Louise Hansom
Kirsty Ricketts
Katie Sweet
Nichola Thomas
Dawn Thornton

Accountants

Accounting Advice Limited
20 Ellacombe Road
Longwell Green
Bristol
BS30 9BA

Statement of trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust

deed. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities. Signed on behalf of the charity's trustees

Louise Hansom
Trustee
27 May 2022

Hanham Toddlers Pre School
Independent Examiners Report

Independent Examiner's Report to the trustees of Hanham Toddlers Pre School

I report to the trustees on my examination of the financial statements of Hanham Toddlers Pre School for the year ended 31 August 2021 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011('the Act'). The trustees consider that an audit is not required for this year under the Charities Act 2011, s.144(2) (the 2011 Act) and that an independent examination is needed.

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

As the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination by being a qualified member of ACCA.

I have completed my examination. I can 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:

- the accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the applicable requirements concerning the form and content of the financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.



Mark Buttery
ACCA
Accounting Advice Limited
20 Ellacombe Road
Longwell Green
Bristol

BS30 9BA
27 May 2022

Hanham Toddlers Pre School
Statement of Financial
Activities
for the year ended 31
August 2021

		Unrestricted funds		Total funds	Total
	Notes	2021 £	2021 £	2020 £	
Income and endowments from:					
Donations and legacies	3	250,621	250,621	231,883	Charitable activities
46,006		45,732			46,006
Investments	5		8	8	32
Total		296,635	296,635	277,647	
Expenditure on:					
Charitable activities	6	2,528	2,528		-
Other	7	294,275	294,275	256,091	
Total		296,803	296,803	256,091	
Net gains on investments					
Net (expenditure)/income	Transfers between funds	-	-	-	
Net (expenditure)/income before other gains/(losses)		(168)	(168)	21,556	
Other gains and losses		-	-	-	
Net movement in funds	Reconciliation of funds:	(168)	(168)	21,556	
Total funds brought forward					
Total funds carried forward		(168)	(168)	21,556	
Balance Sheet		74,896	74,896	53,340	
at 31 August 2021		74,728	74,728	74,896	

Charity No. 287553

2021

2020

£

£

Current assets

Cash at bank and in hand

74,728

74,896

74,728

74,896

Net current assets

74,728

74,896

Total assets less current liabilities

74,728

74,896

**Hanham Toddlers Pre
School Notes to the
Accounts**

Net assets excluding pension asset or liability	74,728	74,896
Total net assets	74,728	74,896

The funds of the charity

Restricted funds	9	
Unrestricted funds	9	
General funds	74,728	74, 89
		6
		74, 89
	74,728	6
Reserves	9	
		74, 89
Total funds	74,728	6

Approved by the trustees on 27 May

2022 And signed on their behalf by:

Louise Hansom

Trustee

27 May 2022

for the year ended 31 August 2021

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

Hanham Toddlers Pre School

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
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Income

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
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Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
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Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
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Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
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Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
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Volunteer help	The value of any volunteer help received is not included in the accounts.
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Investment income	This is included in the accounts when receivable.
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Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
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Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.
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Hanham Toddlers Pre School Notes to the Accounts

Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

Taxation

The charity is exempt from tax on its charitable activities.

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts.

In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the charity pays fixed contributions into a separate entity. Once the contributions have been paid the charity has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the charity in independently administered funds.

Receipt of donated goods, facilities and services

Hanham Toddlers Pre School Notes to the Accounts

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Statement of Financial Activities - prior year

	Unrestricted funds	Total funds	
	2020	2020	
	£	£	
Net income before other gains/(losses)		21,556	21,556
Other gains and losses:			
Income and endowments from:			
Donations and legacies	231,883	231,883	21,556
Net movement in funds		83	6
Reconciliation of funds:			
Charitable activities	45,732	45,732	
Total funds brought forward		53,340	53,340
Investments	32	32	0
Total funds carried forward		74,896	74,896
Total	277,647	277,647	6

Expenditure on:

3 Income from donations and legacies	256,091	256,091	Total
Other	Unrestricted	Total	Total
	2020	2020	2020
	£	£	£
	250,621	250,621	231,883
	250,621	250,621	231,883

4 Income from charitable activities

	Unrestricted	Total	Total
	2020	2020	2020
	£	£	£
Fees	37,155	37,155	38,797
Fundraising	8,851	8,851	6,935
	46,006	46,006	45,732

5 Income from investments

	Unrestricted	Total	Total
	2020	2020	2020
	£	£	£
	8	8	32
	8	8	32

Total 256,091 256,091 Net income 21,556 21,556

**Hanham Toddlers Pre
School Notes to the
Accounts**

6 Expenditure on charitable activities

	Unrestricted	Total	Total
	£	2021	2020
		£	£
<i>Expenditure on charitable activities</i>			
7 Fundraising	2,528	2,528	-
Other expenditure	Unrestricted	Total	Total
<i>Governance costs</i>		2021	2020
	£	£	£
Employee costs	239,050	239,050	204,922
Premises costs	24,748	24,748	24,668
General administrative costs	30,477	30,477	26,501
	<u>294,275</u>	<u>294,275</u>	<u>256,091</u>
8 Staff costs			
	2021		2020
	£		£
Salaries and wages	236,051		203,893
	<u>236,051</u>		<u>203,893</u>
No employee received emoluments in excess of £60,000.			

9 Movement in funds

	At 1 September 2020	Incoming resources (including other gains/losses)	Resources expended	At 31 August 2021
		£	£	£
Restricted funds:				
Unrestricted funds:				
General funds	<u>74,896</u>	<u>296,635</u>	<u>(296,803)</u>	<u>74,728</u>
Total funds	<u>74,896</u>	<u>296,635</u>	<u>(296,803)</u>	<u>74,728</u>

10 Analysis of net assets between funds

	Unrestricted funds	Total
	£	£
Net current assets	74,728	74,728
	<u>74,728</u>	<u>74,728</u>

**Hanham Toddlers Pre
School Notes to the
Accounts**

11 Reconciliation of net debt

	<u>2,528</u>	<u>2,528</u>	<u>-</u>
	At 1 September 2020	Cash flows	At 31 August 2021
	£	£	£
Cash and cash equivalents	74,896	(168)	74,728
	74,896	(168)	74,728
Net debt	<u>74,896</u>	<u>(168)</u>	<u>74,728</u>

Hanham Toddlers Pre School

	Unrestricted funds	Total funds	Total funds
	2021	2021	2020
	£	£	£
Income and endowments			
from: Donations and legacies	250,621	250,621	231,883
	250,621	250,621	231,883
Charitable activities			
Fees	37,155	37,155	38,797
Fundraising	8,851	8,851	6,935
	46,006	46,006	45,732
Investments	8	8	32
	8	8	32
Total income and endowments	296,635	296,635	277,647
Expenditure on:			
Charitable activities			
Fundraising	2,528	2,528	-
	2,528	2,528	-
Total of expenditure on charitable activities	2,528	2,528	-
Employee costs			
Salaries/wages	236,051	236,051	203,893
Staff training	2,999	2,999	1,029
	239,050	239,050	204,922
Premises costs			
Rent	24,748	24,748	24,668
	24,748	24,748	24,668
General administrative costs, including depreciation and amortisation			
Bank charges	188	188	191
Equipment expensed	24,320	24,320	19,731
General insurances	1,323	1,323	1,396
Sundry expenses	4,646	4,646	5,183

Detailed Statement of Financial Activities for the year ended 31 August 2021

Hanham Toddlers Pre School

	30,477	30,477	
26,501 Total of expenditure of other costs	294,275	294,275	
Total expenditure	296,803	296,803	256,091
Net gains on investments	-	-	-
	(168)	(168)	21,556
256,091			

Net (expenditure)/income

Detailed Statement of Financial Activities

other gains/(losses)

Other Gains

Net movement in funds

Reconciliation of funds:

Total funds brought forward

Total funds carried forward

Net (expenditure)/income before

(168)	(168)	21,556
-	-	-
(168)	(168)	21,556
74,896	74,896	53,340
74,728	74,728	74,896