

## Devon Heartland Early Years CIO

### Trustees' Annual Report

Registered Charity Number: 1196031

For 04/10 2021 to 31/08/2022



## **Trustees' Annual Report for 04/10/2021 to 31/08/2025**

### **1. Reference and Administrative Details**

**Charity Name:** Devon Heartland Early Years CIO

**Charity Number:** 1196031

**Registered Office:** Exbourne Methodist Church, Fore Street, Exbourne Devon EX20 3RU

**Trustees:**

Chairman: Tom Poland

Secretary: Kelly Vallance

Treasurer: Peter Vallance

Trustee: Amy McDonald

Trustee: Katy Vallance

**Independent Examiner:** A.Kingdom - Crediton

**Bankers:** Natwest Bank

### **2. Structure, Governance and Management**

Devon Heartlands Early Years CIO is a Charitable Incorporated Organisation (CIO) governed by its constitution. Trustees are recruited and appointed in accordance with the constitution. The CIO operates under a Foundation Model, meaning the trustees are also the members. Risk management processes are in place to identify, monitor, and mitigate risks.

Whilst remaining independent, this CIO was created with a view to expand Early Years provision across the there is an intention to transfer Exbourne Pre-School Committee (Charity no. 1025126 Charitable Objects: 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) into the Devon Heartlands CIO as part of the future development of the Pre-School.

Following Exbourne Pre School manager's written paper on Outreach Service Provision and 0-2 care in Spring 2021, it was agreed by Exbourne Pre-School Committee Trustees (EXPS) that its current structure of Charity was not fit for purpose in order to achieve the aspirations of running multiple settings in the area and saw Trustees personally liable.

It was agreed that the Trustees of Exbourne Pre-School Committee (EXPS) would seek to expand the service provision of Early Years in and around the Exbourne to North Tawton area, with a view that once a CIO called Devon Heartland was established the Charity would transfer all assets and operations into the newly established CIO.

15<sup>th</sup> November 2021 saw a resolution passed by Exbourne Pre-School Committee (EXPS), this included the need for Devon Heartland CIO to act as an intermediary agent to hold EXPS ringfenced funds, due to the fact that EXPS Committee were working on updating their



Banking Mandate to update signatories and initiate online banking as all payments could only be made by cheque at this time.

During October / November 2021 Transitional arrangements were agreed by Devon Heartland Early Years CIO Trustees which have seen the following put into place:

- Devon Heartland Early Years would be able to hold funds as an intermediary agent whilst the transfer of Exbourne Pre-School Committee takes place.
- During such time funds are restricted and ring fenced into 2 accounts (Exbourne Pre-School & Taw Tots).
- This arrangement is of Public Benefit and is in the interests of families with children, and there is no conflict of interest due to Decision making power remaining with Exbourne Pre-School Committee Trustees.

The objectives of Devon Heartland Early Years are outlined below, the Objectives of each Charities have synergy and no conflict.

### **3. Objectives and Activities**

#### **Charitable Objects:**

The development and education of children and young people in particular by:

- Offering appropriate play, education and care facilities, family learning, outreach and extended hour groups.
- Promoting their care and safety
- Promoting their education and advocating parent involvement
- Promoting their health and wellbeing-
- Providing services to support them and their families and carers.

#### **Public Benefit Statement:**

The trustees confirm they have complied with their duty under the Charities Act 2011 to have regard to the guidance issued by the Charity Commission on public benefit.

#### **Summary of Activities:**

Provision of Early Years Provision and Summer Club activities in Devon.

### **4. Achievements and Performance**

Establishment of the CIO was a huge achievement in future proofing Early Years provision in and around the Exbourne area.

Supporting Exbourne Pre-School Committee's OFSTED application (Registered 26 October 2021) to provide 0-2 year old provision at North Tawton Community Centre, called Taw Tots from 5<sup>th</sup> January 2022, through the provision of a restricted and ring-fenced Bank Account to receive parent fees and fundraising, and make payments including rent, utilities and staff wages.



Devon Heartland Early Years Ring-fenced and Restricted funds account established for Exbourne Pre-School, this has been used to receive funds and make payments.

At the current time due to the fact that decision making powers for Exbourne Pre-School and Taw Tots were made by Exbourne Pre-School Committee, the role of Devon Heartland Early Years CIO was acting as an intermediary agent during this transition period, as no further activities were conducted outside the Transition / Transfer of EXPS into Devon Heartlands CIO.

## 5. Financial Review

### **Income:**

Fees from parents:	£40,968.43
Fees from L. Authority	£16910.16
Fundraising	£2964.02
EXPS Transfer:	£26,750

**Total Income                    £87,592.61**

### **Expenditure:**

Salaries EXPS	£67,462.92
HMRC EXPS	£ 4990.96
Rent & Utilities	£ 7,978.14
Insurance	£ 528.06
Sundry	£ 772.49
Materials	£18,03.66

**Total Expenditure       £83,486.23**

**Surplus:                    £4,106.38**

**Money at Bank £4,106.38**

**Going Concern:** The trustees confirm the CIO is a going concern based on current financial position and planned activities.



## 6. Plans for Future Periods

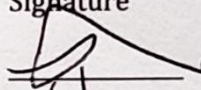
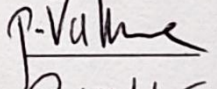
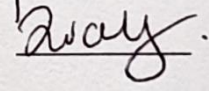
There is an aspiration to continue to support the transition of Exbourne Pre-School's transition into the Devon Heartlands CIO at an appropriate time.

## 7. Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and the CIO's constitution. The trustees must ensure that the financial statements give a true and fair view and comply with the Charities Act 2011.

## 8. Approval of the Trustees' Report

Signed on behalf of the trustees:

Trustee Name	Role	Signature	Date
Tom R Poland	Chairman		7 <sup>th</sup> August 2025
Peter J Vallance	Treasurer		7 <sup>th</sup> August 2025
Kelly J Vallance	Secretary		7 <sup>th</sup> August 2025



DHEV CIO 2021 22

Total

21 / 22

**Income**

Fees from Pa A1	40,968.43	40,968.43
Fees from DC A1a	16,910.16	16,910.16
Fees from To A1c	0.00	0.00
Fees from So A1d	0.00	0.00
Furlough A1b	0.00	0.00
Interest A2	0.00	0.00
Fundraising A3	2,964.02	2,964.02
Sundry A4	0.00	0.00
EXP'S TRANSFER IN	26,750.00	26,750.00
	87,592.61	87,592.61

**Expenditure**

Salaries B1	67,462.92	67,462.92
HMRC Cont B1a	4,990.96	4,990.96
Pensions B1b		0.00
Rent & Utiliti B2	7,978.14	7,978.14
Insurance B3	528.06	528.06
Family Subs B4	0.00	0.00
Sundry B5	722.49	722.49
Materials B6	1,803.66	1,803.66
Other B7	0.00	0.00
Bad Debts B8	0.00	0.00
EXP'S TRANSFER OUT	83,486.23	83,486.23

Surplus / (Deficit)

4,106.38

4,106.38

Money at Bank

4,106.38

Parent Fees Due

4,686.61

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF Devon Heartland Early Years CIO**

I report to the trustees on my examination of the accounts of Devon Heartland Early Years CIO (the Trust) for the year ended 31 August 2022.

**Responsibilities and basis of report**

As the charity trustees of the Trust, 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 Trust's accounts 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**

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 Trust as required by section 130 of the Act; or
  - (2) the accounts do not accord with those records; or
  - (3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the *Charities (Accounts and Reports) Regulations 2008* other than any requirement that the accounts 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 accounts to be reached.

Name: [insert name]

ANITA KINGDOM

Relevant professional qualification or body: [insert detail]

RETIRED PERSONAL ASSISTANT

Address: [insert address]

Date: [insert date]

17 PRIMROSE WAY

CREDITON

EX17 1B2

60th March 2025