

#### **RISK MANAGEMENT**

The Trustees are alert to their responsibilities for the proper management of the charity's resources and reputation and manage these prudently, having considered all known risks and consequences. Effective internal management systems regulate all expenditure and trustees receive comprehensive and regular reports on the charity's finances. Appropriate insurance is taken out to protect the charity from risks associated with activities and events.

ON BEHALF OF TRUSTEES

*LTaylor*

Lisa Taylor  
CHAIR

28 June 2021

Cumnor Pre-School Nursery, Oxford Road, Cumnor, Oxford, OX2 9PQ Tel: (01865) 864614  
A member of the Pre-School Learning Alliance Registered Charity No. 279672



**ANNUAL REPORT FOR FINANCIAL YEAR  
1 SEPTEMBER 2019 TO 31 AUGUST 2020**

**CHARITY NAME:** CUMNOR PRE-SCHOOL NURSERY  
**REGISTRATION NO:** 279672  
**ADDRESS:** OXFORD ROAD, CUMNOR, OXFORD, OX2 9PQ

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**CURRENT TRUSTEES:**

Lisa Taylor (Chairperson), Anna Marriott (Secretary), Rachael Nicol (Treasurer), Sam Howse, Caroline Taylor-Steel, Dodi Tasker, Jenna Gilkes

**FORMER TRUSTEES SERVING DURING THIS FINANCIAL YEAR**

Tracy Smith (Chairperson), Catherine Warren (Secretary), Sally Cooper (Treasurer), Hannah Vickery (Marketing), Chloe Hopkins, Chloe Butterfield

Cumnor Pre-School Nursery is a registered member of the Pre-School Learning Alliance (No 26219).

During the period, Cumnor Pre-School Nursery was governed according to the Model Pre School Constitution (2011), as devised and recommended by the Pre-School Learning Alliance.

Trustees (Committee members) are elected at the AGM, for a period of 1 Year.

The Committee may co-opt up to 3 committee members during the course of the year.

Any Committee positions vacated during the year may be filled by a member appointed by the committee, until the next AGM.

The daily activities of the Pre-School and the 4 current staff were managed by the Supervisor, Mrs Margo Mills, until January 2021 when Mrs Alison Livesey took over the position.

**INCOMING RESOURCES AND RESOURCES EXPENDED**

The Pre-School had a surplus of £3,724.68 in the financial year to August 2020 (£19,291.36 surplus in 2019).

Fee income was £73,326 for the year, £19,007 (21%) less than the year ending 2019 (£92,332).

A substantial majority of fee income came from OCC grants £59,119, (£74,584 previous year) at £12.12 per 3 hour session, with the remainder being made up from private fees.

We started the year with a large number of unfilled spaces than previously. All day places remained popular with parents, while afternoon places continued to be harder to fill as parents require increasingly longer hours than we are currently able to offer. Due to Covid-19 lockdown measures, the Pre-school was required to close in late March 2020. This was a very unsettling time for staff, children and their families. Fortunately for the preschool, we continued to receive payments as usual for the grant-funded children. Partial refunds of private fees had to be issued for the remainder of Term 4. While a small number of children were permitted to return to Pre-school in the summer term in preparation for starting school, we were not able to welcome back sufficient children to allow us to bill any private fees for Terms 5 and 6 (including voluntary contributions).

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Income from fundraising and donations was £1,907 (previous year £9,322). This significant decrease was both a result of the Committee's inability to hold normal fundraising activities due to the coronavirus pandemic (£1,733 this year £3,198 in 2019). Donations in 2019 were larger than usual due to funding sought for the playground refurbishment project.

The majority of our expenditure is on our staffing, including pension contributions. Staff costs were £60,530, a slight decrease on the previous year (£61,542 in 2019). Even though the Preschool was closed during lockdown, the continued receipt of grant funding allowed the staff to be retained on full pay, undertaking training and providing learning to the children at home during this time. While spending on resources was slightly down, the cost of Covid safety measures understandably increased. Total expenditure this year was £72,742. 2019 expenditure was £72,944 excluding £11,474 spent on the Playground refurbishment.

The Building Replacement Fund currently sits at £43,000. The sum of £5,000 has been set aside for site re-instatement, at a future date.

Unassigned reserves are being maintained at approximately 12% of 2018/19 expenditure, as 2020 has not been a typical year.

Net assets of the Pre-School are £58,166 (previous year £54,541).

#### **OBJECTIVES, ACTIVITIES & PUBLIC BENEFIT**

The aims of the Pre-School are to advance the development and education of children, primarily under statutory school age, by

- (a) offering appropriate play, education and care facilities,
- (b) encouraging family learning and recognising the right of parents to take responsibility for, and to become involved in the activities of our Pre-School,
- (c) ensuring that the Pre-School offers opportunities for all children whatever their race, culture, religion, means or ability,
- (d) recognising the needs of the children and their families and promoting public interest in and recognition of such needs in the local area,
- (e) implementing and furthering the aims and objectives of the Pre-school Learning Alliance.

We believe that play is an important and essential part of growing up and developing skills.

All our activities are planned around the 'Foundation Stage of Learning' and the 'Early Learning Goals', which continue into the reception class of Primary Schools.

We follow the principles and standards for Learning, Development and Care for children from birth to 5.

We believe that each child is unique; that each child needs to develop positive relationships; that the environment is essential in supporting and extending each child's development and that each child learns in different ways and at different rates across all areas of learning.

We are committed to safeguarding and promoting the welfare of children and expect all Staff and volunteers to share this commitment. All staff and Trustees are subject to Disclosure and Barring Service (formerly Criminal Records Bureau) checks.

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's 'General Guidance on Public Benefit' when reviewing the Pre-School's aims and objectives, in future planning, and in the setting of fees for the year.

All children are entitled to grant funding from the term after their third birthday. The Pre-School accepts children from the age of two. We also take government funded two year olds.

The Pre-School does not operate a selection policy and there is no catchment area, all children are welcome. In addition, we work closely with various childcare services and will consider taking children from troubled backgrounds, or with social or developmental issues, as long as this is not to the detriment of the general population of the Pre-School.

The Pre-School is registered with OFSTED (NO 133397) and is therefore subject to inspections. The last inspection relating to the reporting period was in June 2018 and the Pre-School was rated as Good in all the areas assessed: 'Effectiveness of leadership and management', 'Quality of teaching, learning and assessment', 'Personal development, behaviour and welfare' and 'Outcomes for Children'.

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A member of the Pre-School Learning Alliance Registered Charity No. 279672

**Responsibilities & basis of the report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2020

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 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 which gives me cause to believe that in, any material respect:

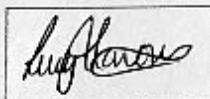
the accounting records were not kept in accordance with section 130 of the Charities Act; or

the accounts did not accord with the accounting records; or

the accounts did 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.

**Signed:**



**Date:**

28/06/2021

**Name:**

LUCY HONOUR

**Relevant professional qualification or body (if any)**

ICAS (Institute of Chartered Accountants  
of Scotland)

**Address:**

18 THE PARK

CUMNOR

OX2 9QS

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

No issues noted



# NOTES TO THE ACCOUNTS

	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
	£	£	£	£	£
<b>EXPENDITURE</b>					
Raising Funds				0	
				0	
Charitable Activities					
Staff Costs	58,821			58,821	50,132
Pensions	1,909			1,909	1,410
Bank Charges	2			2	2
Utilities	1,295			1,295	942
Consumables & Equipment	1,082			1,082	2,204
Insurance/Inspection	1,784			1,784	1,889
Cleaning	236			236	116
Office Expenses	1			1	0
Refreshments	190			190	338
Gifts	30			30	51
Computer	256			256	198
Advertising	316			316	354
Staff Training & Welfare	213			213	301
Maintenance & Refurbishment Projects (Outside Area)	0			0	11,747
Projects - Learning Shed	969			969	0
Repairs & Maintenance	2,149			2,149	2,290
Subscriptions & Publications	382			382	260
Photocopier	799			799	795
Telephone	308			308	303
Professional Fees	856			856	842
Ground Rent	150			150	150
Health & Safety	365			365	92
EYPP Equipment & Resources	624			624	0
Bad Debt Expense	162			162	0
Miscellaneous	43			43	0
	72,742	0	0	72,742	84,418
Separate Material Item of Expense					
				0	
Other					
				0	
<b>TOTAL EXPENDITURE</b>	<b>72,742</b>	<b>0</b>	<b>0</b>	<b>72,742</b>	<b>84,418</b>

## CHARTY FUNDS

### DESIGNATED FUNDS

Projects  
Replacement Building  
Site Re-instatement

### UN-DESIGNATED

Unassigned surplus

### TOTAL FUNDS

Balance Brought Forward  
Current Year Surplus/(Deficit)

Total funds  
£

Prior year funds  
£

Unrestricted	0	0
Unrestricted	43,000	37,500
Unrestricted	5,000	5,000
	48,000	42,500
Unrestricted	10,166	12,041
	10,166	12,041
	58,166	54,541
	54,541	35,250
✓	3,625	19,291
	58,166	54,541

## NOTES TO THE ACCOUNTS

### ACCOUNTING POLICIES

#### Basis of Preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- the 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
- the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

There has been no change to the Accounting Policies since last year.

There are no changes to be made to the accounts for previous years.

#### Recognition of Incoming Resources

These are included in the Statement of Financial Activities when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

#### Grants and Donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP).

#### Liability Recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

#### Stock

Stocks held for sale are measured at the lower of cost or net realisable value.

## NOTES TO THE ACCOUNTS

### INCOMING RESOURCES

#### Income and endowments from:

##### Donations & Legacies

Grants, Charitable Donations & Projects  
Voluntary Contributions

Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
£	£	£	£	£
174			174	6,124
1,090			1,090	2,000
1,264	0	0	1,264	8,124

##### Charitable Activities

Fees (incl. retained deposits)  
OCC Grant (Fees)

14,207			14,207	17,748
59,119			59,119	74,594
73,326	0	0	73,326	92,332

##### Other Trading & Fundraising Activities

Sweatshirts/T-Shirts/Hats  
Christmas Party  
Autumn Nearly New Sale  
Bags2Schools  
Cake Sales  
Photographs & Other Commission Activities  
Raffles & Competitions  
Trip  
Spring Nearly New Sale  
Toy/Book/Equipment/Sweet Sales  
Donations & Cashback  
Challenge  
Fundraiser Events (Fala/Fayre)

27			27	32
115			115	126
538			538	446
124			124	168
137			137	457
66			66	214
0			0	121
0			0	18
29			29	439
0			0	97
898			898	50
0			0	630
0			0	401
1,733	0	0	1,733	3,198

##### Investments

Interest Received

44			44	54
44			44	54

### TOTAL INCOME

76,367	0	0	76,367	103,709
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# Balance sheet

	Unrestricted funds	Restricted income funds	Endowment funds	Total this year	Total last year
	£	£	£	£	£
<b>Fixed assets</b>					
Intangible assets	0	0	0	0	0
Tangible assets	0	0	0	0	0
Heritage assets	0	0	0	0	0
Investments	0	0	0	0	0
<b>Total fixed assets</b>	0	0	0	0	0
<b>Current assets</b>					
Stocks	390	0	0	390	462
Debtors	398	0	0	398	111
Investments	0	0	0	0	0
Cash at bank and in hand	59,593	0	0	59,593	59,370
<b>Total current assets</b>	<b>60,381</b>	<b>0</b>	<b>0</b>	<b>60,381</b>	<b>59,943</b>
<b>Creditors: amounts falling due within one year</b>	<b>2,216</b>	<b>0</b>	<b>0</b>	<b>2,216</b>	<b>5,402</b>
<b>Net current assets/(liabilities)</b>	<b>58,165</b>	<b>0</b>	<b>0</b>	<b>58,165</b>	<b>54,541</b>
<b>Total assets less current liabilities</b>	<b>58,165</b>	<b>0</b>	<b>0</b>	<b>58,165</b>	<b>54,541</b>
<b>Creditors: amounts falling due after one year</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Provisions for liabilities</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total net assets or liabilities</b>	<b>58,165</b>	<b>0</b>	<b>0</b>	<b>58,165</b>	<b>54,541</b>
<b>Funds of the Charity</b>					
Endowment funds	0	0	0	0	0
Restricted income funds	0	0	0	0	0
Unrestricted funds	58,165	0	0	58,165	54,541
Revaluation reserve	0	0	0	0	0
<b>Total funds</b>	<b>58,165</b>	<b>0</b>	<b>0</b>	<b>58,165</b>	<b>54,541</b>

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

	Signature	Print Name	Date of approval
Chairperson	LTaylor	LISA TAYLOR	28.06.21
Treasurer	RyJOS	RACHAEL NICOL	28.06.21



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

<b>CUMNOR PRE-SCHOOL NURSERY</b>	<b>Charity No.</b>	<b>279672</b>
<b>Annual Accounts for the period</b>	<b>1/8/2019</b>	<b>to 31/8/2020</b>

### Statement of financial activities

	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
	£	£	£	£	£
<b>Incoming resources</b>					
<i>Income and endowments from:</i>					
Donations and legacies	1,264	0	0	1,264	8,124
Charitable activities	73,286	0	0	73,286	92,272
Other trading activities	1,773	0	0	1,773	3,256
Investments	44	0	0	44	54
Separate material item of income	0	0	0	0	0
Other	0	0	0	0	0
<b>Total</b>	<b>76,367</b>	<b>0</b>	<b>0</b>	<b>76,367</b>	<b>103,709</b>
<b>Resources expended</b>					
<i>Expenditure on:</i>					
Raising funds	0	0	0	0	0
Charitable activities	72,742	0	0	72,742	84,418
Separate material item of expense	0	0	0	0	0
Other	0	0	0	0	0
<b>Total</b>	<b>72,742</b>	<b>0</b>	<b>0</b>	<b>72,742</b>	<b>84,418</b>
<b>Net income/(expenditure) before investment gains/(losses)</b>	<b>3,625</b>	<b>0</b>	<b>0</b>	<b>3,625</b>	<b>19,291</b>
Net gains/(losses) on investments	0	0	0	0	0
<b>Net income/(expenditure)</b>	<b>3,625</b>	<b>0</b>	<b>0</b>	<b>3,625</b>	<b>19,291</b>
Extraordinary items	0	0	0	0	0
Transfers between funds	0	0	0	0	0
<b>Other recognised gains/(losses):</b>					
Gains and losses on revaluation of fixed assets for the charity's own use	0	0	0	0	0
Other gains/(losses)	0	0	0	0	0
<b>Net movement in funds</b>	<b>3,625</b>	<b>0</b>	<b>0</b>	<b>3,625</b>	<b>19,291</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward	54,541	0	0	54,541	35,250
<b>Total funds carried forward</b>	<b>58,166</b>	<b>0</b>	<b>0</b>	<b>58,166</b>	<b>54,541</b>



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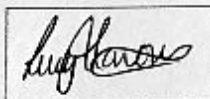
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**Date:**

28/06/2021

**Name:**

LUCY HONOUR

**Relevant professional qualification or body (if any)**

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