



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	24	January	2021		24	January	2022

Section A Reference and administration details

Charity name

Happy Hours Pre School

Other names charity is known by

Registered charity number (if any)

293559

Charity's principal address

Polehampton Infant School

Hermitage Drive

Twyford, Berkshire

Postcode

RG10 9HS

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	Alison John	Chair		
2	Lucinda Martin	Secretary		
3	Elizabeth May	Treasurer		
4	Holly McRitchie	Committee Member		
5	Amy Dietz de Broise	Committee Member		
6	Rebecca Cook	Committee Member		
7	Suzie Chandler	Committee Member		
8	Julie Ingram	Committee Member		
9	Katey Matthey	Committee Member		
10	Erika May	Committee Member		
11	Elizabeth Croft	Committee Member		
12	Suzie Shaw	Committee Member		
13	Cath Mileman	Committee Member		
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
Emma Thomas	
Elizabeth May	

	Holly McRitchie	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Katharine Cromar - Manager

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution 2011
How the charity is constituted (eg. trust, association, company)	Charitable Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by members

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 pre school operates on a model suggested by the Early Years Alliance on which the constitution is provided and adopted. The manager works alongside the trustees to manage through regular contact and committee meetings 6 times per annum.

Section C Objectives and activities

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

Our pre school aims to provide high quality care and education for children for 2 years up to school to prepare them for life's journey in a safe, caring, inclusive environment.

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 offer appropriate play, education and care facilities, family learning and flexible hours. With parent's consent, we take full responsibility for, and become involved in activities in the setting ensuring that we offer opportunities for children of all race, culture, religion, means or ability within our setting. We encourage the study of the needs of individual children and their families promoting public interest in and recognition of such needs in the local area. We run the pre school in reference to the guidance and objectives set by the Early Years Alliance, Statutory Guidance and the EYFS and have regards to the guidance issued by the Charities 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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

There have been many extra costs during the year due to the Covid pandemic (extra cleaning materials hand sanitiser and PPE, wear and tear on toys from continual cleaning). Fund raising has been used to support these extra costs. Funds have also been used to fix the hot water supply to the sinks and to buy a sterilising machine.

Section E

Financial review

Brief statement of the charity's policy on reserves

We maintain enough monies to ensure that general expenditure is not affected by the fluctuations in the timing of our income from EYNF via local authority. We maintain sufficient income to maintain and repair our current facility whilst continually fundraising for the eventual replacement of our old terrapin building.

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.

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)	E Thomas	
Full name(s)	Mrs Elizabeth Rose May	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	23/01/2022	

HAPPY HOURS PRE-SCHOOL - REGISTERED CHARITY NO 293559

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

	Unrestricted £	Restricted £	Funds Endowment £	Total 2020 £	Total 2020 £
<u>A1 Receipts</u>					
Fees	109815			109815	131405
Donations				0	0
Fundraising	3182	0		3182	5808
Sundry				0	28
Sub total	112997	0	0	112997	137241
<u>A2 Asset and investment sales etc</u>	-	-	-	-	-
Total receipts	112997	0	0	112997	137241
<u>A3 Payments</u>					
Employee Costs	93778			93778	86079
Premises costs	1767			1767	9036
General administrative expenses	4406			4406	6163
Fundraising	1171			1171	597
Legal & professional costs	180			180	180
Other finance charges					0
Other expenses					
	101302	0	0	101302	102055
<u>A3 Asset and investment purchases</u>					
Furniture, fixtures and fittings					0
Total payments	101302	0		101302	102055
Net receipts/payments	11695	0		11695	35186
A5 transfers between funds					
A6 cash funds last year end	185695			0	150509
Cash funds this year end	197390	0	0	11695	185695



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Happy Hours Pre-School

On accounts for the year
ended

31 March 2021

Charity no
(if any) 293559

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2019.

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 (other than that disclosed below *) 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.

* Please delete the words in the brackets if they do not apply.

Signed:

G. O. Sharpe

Date:

20/01/2022

Name:

Gisela Sharpe FCCA

Relevant professional
qualification(s) or body
(if any):

ACCA

Address:

16 Lincoln Gardens

Twyford
Berkshire RG10 9HU.

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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