



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	31	January	2022		31	January	2023

## 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	Cath Mileman	Chair		
2	Suzi Chandler	Secretary		
3	Elizabeth May	Treasurer		
4	Suzie Shaw	Trustee		
5	Lauren Abraham	Trustee		
6	Frank Collins	Trustee		
7	Jatinder Kaur	Trustee		
8	Elisabeth Croft	Trustee		
9	Katey Matthey	Trustee		
10	Sachiko Suckling	Trustee		
11				
12				
13				
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	Start 1 <sup>st</sup> September 2020
Elizabeth May	Start 1 <sup>st</sup> September 2020

	Holly McRitchie	Start 1 <sup>st</sup> September 2020
	Merial Hart	Start 1 <sup>st</sup> September 2020

### 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 aged 2.5 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**

We have fund raised for several building maintenance projects to be completed, replacement kitchen and flooring, (flooring a structural issue not cosmetic but have been delayed due to COVID)

**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**

<b>Signature(s)</b>	C Mileman	
<b>Full name(s)</b>	Mrs C Mileman	
<b>Position (eg Secretary, Chair, etc)</b>	Chair	
<b>Date</b>	18/01/2023	

HAPPY HOURS PRE-SCHOOL - REGISTERED CHARITY 293559

RECEIPTS AND PAYMENTS ACCOUNT

for the Year Ended 31 March 2022

	Unrestricted £	Restricted £	Funds Endowment £	2022 Total £	2021 Total £
<b><u>A1 Receipts</u></b>					
Fees	127,085	-	-	127,085	109,815
Special Needs funding	-	-	-	-	-
Donations	1,000	-	-	1,000	-
Fundraising	1,745	-	-	1,745	3,182
Bank Interest	-	-	-	-	-
Sundry	-	-	-	-	-
Sub total	<b>129,830</b>	<b>-</b>	<b>-</b>	<b>129,830</b>	<b>112,997</b>
<b><u>A2 Asset and investment sales etc</u></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Total receipts	<b>129,830</b>	<b>-</b>	<b>-</b>	<b>129,830</b>	<b>112,997</b>
<b><u>A3 Payments</u></b>					
Employee Costs	98,713	-	-	98,713	93,778
Premises Costs	2,773	-	-	2,773	1,767
General administrative expenses	6,929	-	-	6,929	4,406
Fundraising	-	-	-	-	1,174
Legal and professional costs	270	-	-	270	180
Other finance charges	-	-	-	-	-
Other expenses	340	-	-	340	1
Sub total	<b>109,024</b>	<b>-</b>	<b>-</b>	<b>109,024</b>	<b>101,306</b>
<b><u>A3 Asset and investment purchases etc.</u></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Furniture, Pictures and Fittings	-	-	-	-	-
Total payments	<b>109,024</b>	<b>-</b>	<b>-</b>	<b>109,024</b>	<b>-</b>
Net of receipts/(net of payments)	<b>20,806</b>	<b>-</b>	<b>-</b>	<b>20,806</b>	<b>11,691</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>197,390</b>	<b>-</b>	<b>-</b>	<b>197,390</b>	<b>185,699</b>
Cash funds this year end	<b>218,196</b>	<b>-</b>	<b>-</b>	<b>218,196</b>	<b>197,390</b>



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 2022

Charity no  
(if any) 293559

Set out on pages

1-2

(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 31/03/2022.

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:

26/01/2023

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.**