



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01.09.2019
Period end date

Period start date To 31.08.2020

Charity name: Culverstone Pre-School Playgroup

Charity registration number: 801359

Objectives and Activities

| | SORP reference | |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | To provide quality childcare and education for children from the age of 2 years until starting school |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | Our aims are to offer a safe stimulating and friendly environment where children feel secure and to provide high quality care and education for children below school age |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | n/a |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--|
| Policy on grant making | Para 1.38 | |
| Policy on social investment including program related investment | Para 1.38 | |
| Contribution made by volunteers | Para 1.38 | |
| Other | | |

Achievements and Performance

| | SORP reference | |
|---|----------------|---|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | We provide high quality care and education for all our children |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|--|
| Achievements against objectives set | Para 1.41 | |
| Performance of fundraising activities against objectives set | Para 1.41 | |
| Investment performance against objectives | Para 1.41 | |
| Other | | |

Structure, Governance and Management

| | | |
|---|-----------|-----------------------------|
| Description of charity's trusts: | | |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Constitution |
| How is the charity constituted? (e.g. unincorporated association, CIO) | Para 1.25 | Committee |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Elected by committee |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | |
| Relationship with any related parties | Para 1.51 | |
| Other | | |

Reference and Administrative details

| | |
|-----------------------------|--|
| Charity name | Culverstone Pre-School Playgroup |
| Other name the charity uses | |
| Registered charity number | 801359 |
| Charity's principal address | Wrotham Road Culverstone Gravesend Kent DA12 0DE |

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 trustees (if any) |
|----|----------------|-----------------|-----------------------------------|--|
| 1 | Jenny Johnson | Chair | | |
| 2 | Janine Bennett | | | |
| 3 | Jan Dyer | | | |
| 4 | Aimee Howe | | | |
| 5 | Helen Kennedy | | | |
| 6 | Tracey McNeill | Treasurer | | |
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

| | |
|---|-----|
| Description of the assets held in this capacity | n/a |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | n/a |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | n/a |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|---|--|
| Signature(s) |  | |
| Full name(s) | Tracey McNeill | |
| Position (eg Secretary, Chain, etc) | Treasurer | |
| Date | 1.12.2020 | |

CULVERSTONE PRE-SCHOOL PLAYGROUP

RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31 AUGUST 2020

| | <u>2020</u> | <u>2019</u> |
|---|-----------------------|----------------------|
| <u>RECEIPTS</u> | | |
| Fees received | 90,827 | 119,413 |
| Grants | <u>12,742</u> | <u>-</u> |
| | 103,569 | 119,413 |
| <u>PAYMENTS</u> | | |
| Staff Costs | 91,539 | 89,822 |
| Membership & subscriptions | 893 | 694 |
| Rent | 1,200 | 1,200 |
| Rates | - | 588 |
| Buildings & contents insurance | 1,314 | 1,314 |
| Utilities | 330 | 840 |
| Repairs & maintenance | 756 | 1,269 |
| Course fees | 1,755 | 2,299 |
| Resources | 4,951 | 12,124 |
| Entertainer | 90 | 180 |
| Inspection Fees | 50 | 50 |
| Website & computer expenses | <u>1,765</u> | <u>1,169</u> |
| | <u>104,643</u> | <u>111,549</u> |
| <u>NET RECEIPTS FOR THE YEAR</u> | <u><u>-£1,074</u></u> | <u><u>£7,864</u></u> |

September 2020

Bank balance £19,400



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Culverstone Pre-School Playgroup

On accounts for the year
ended

31 August 2020

Charity no
(if any) 801359

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 31/08 / 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

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:

Date: 24 June 2021

Name:

Raymond John Kite

Relevant professional
qualification(s) or body

Retired Chartered Accountant



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01.09.2019
Period end date

Period start date To 31.08.2020

Charity name: Culverstone Pre-School Playgroup

Charity registration number: 801359

Objectives and Activities

| | SORP reference | |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | To provide quality childcare and education for children from the age of 2 years until starting school |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | Our aims are to offer a safe stimulating and friendly environment where children feel secure and to provide high quality care and education for children below school age |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | n/a |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--|
| Policy on grant making | Para 1.38 | |
| Policy on social investment including program related investment | Para 1.38 | |
| Contribution made by volunteers | Para 1.38 | |
| Other | | |

Achievements and Performance

| | SORP reference | |
|---|----------------|---|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | We provide high quality care and education for all our children |

Additional information (optional)

You may choose to include further statements where relevant about:

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|--|-----------|--|
| Achievements against objectives set | Para 1.41 | |
| Performance of fundraising activities against objectives set | Para 1.41 | |
| Investment performance against objectives | Para 1.41 | |
| Other | | |

Structure, Governance and Management

| | | |
|---|-----------|-----------------------------|
| Description of charity's trusts: | | |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Constitution |
| How is the charity constituted? (e.g. unincorporated association, CIO) | Para 1.25 | Committee |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Elected by committee |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | |
| Relationship with any related parties | Para 1.51 | |
| Other | | |

Reference and Administrative details

| | |
|-----------------------------|--|
| Charity name | Culverstone Pre-School Playgroup |
| Other name the charity uses | |
| Registered charity number | 801359 |
| Charity's principal address | Wrotham Road Culverstone Gravesend Kent DA12 0DE |

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 trustees (if any) |
|----|----------------|-----------------|-----------------------------------|--|
| 1 | Jenny Johnson | Chair | | |
| 2 | Janine Bennett | | | |
| 3 | Jan Dyer | | | |
| 4 | Aimee Howe | | | |
| 5 | Helen Kennedy | | | |
| 6 | Tracey McNeill | Treasurer | | |
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

| | |
|---|-----|
| Description of the assets held in this capacity | n/a |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | n/a |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | n/a |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|---|--|
| Signature(s) |  | |
| Full name(s) | Tracey McNeill | |
| Position (eg Secretary, Chain, etc) | Treasurer | |
| Date | 1.12.2020 | |

CULVERSTONE PRE-SCHOOL PLAYGROUP

RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31 AUGUST 2020

| | <u>2020</u> | <u>2019</u> |
|---|-----------------------|----------------------|
| <u>RECEIPTS</u> | | |
| Fees received | 90,827 | 119,413 |
| Grants | <u>12,742</u> | <u>-</u> |
| | 103,569 | 119,413 |
| <u>PAYMENTS</u> | | |
| Staff Costs | 91,539 | 89,822 |
| Membership & subscriptions | 893 | 694 |
| Rent | 1,200 | 1,200 |
| Rates | - | 588 |
| Buildings & contents insurance | 1,314 | 1,314 |
| Utilities | 330 | 840 |
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| Course fees | 1,755 | 2,299 |
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September 2020

Bank balance £19,400



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Culverstone Pre-School Playgroup

On accounts for the year
ended

31 August 2020

Charity no
(if any) 801359

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

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examiner's statement

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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:

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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:

Date: 24 June 2021

Name:

Raymond John Kite

Relevant professional
qualification(s) or body

Retired Chartered Accountant



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **01.09.2019**
Period end date

Period start date To **31.08.2020**

Charity name: **Culverstone Pre-School Playgroup**

Charity registration number: **801359**

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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 trustees (if any) |
|----|----------------|-----------------|-----------------------------------|--|
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Corporate trustees – names of the directors at the date the report was approved

| Director name | | |
|---------------|--|--|
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Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
|--------------|-----------------------------------|--|
| | | |
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Funds held as custodian trustees on behalf of others

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| Description of the assets held in this capacity | n/a |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | n/a |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | n/a |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|---|--|
| Signature(s) |  | |
| Full name(s) | Tracey McNeill | |
| Position (eg Secretary, Chain, etc) | Treasurer | |
| Date | 1.12.2020 | |

CULVERSTONE PRE-SCHOOL PLAYGROUP

RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31 AUGUST 2020

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September 2020

Bank balance £19,400



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Culverstone Pre-School Playgroup

On accounts for the year
ended

31 August 2020

Charity no
(if any) 801359

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(remember to include the page numbers of additional sheets)

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Signed:

Date: 24 June 2021

Name:

Raymond John Kite

Relevant professional
qualification(s) or body

Retired Chartered Accountant