



CHARITY COMMISSION  
FOR ENGLAND AND WALES

### Trustees' Annual Report for the period

From 01.09.2020  
Period end date

Period start date To 31.08.2021

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	<b>We provide high quality care and education for all our children</b>

### 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		



## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Yes
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	n/a
Amount of reserves held	Para 1.22	n/a
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

## Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		



## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	<b>Committee</b>
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	<b>Elected by committee</b>

### 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 DA13 0RF



# 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	Susie Whymark	Chair		
2	Tracey McNeill	Treasurer		
3	Jan Dyer			
4	Jenny Johnson			
5	Helen Kennedy	Secretary		
6	Hannah Vice			
7	Hannah Deaves			
8	Jodie Bushell			
9	Rachael Prockter			
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

## Corporate trustees – names of the directors at the date the report was approved

Director name		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	



**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

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

--

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

--

**Other optional information**

--

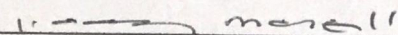


## Declarations

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,  
Chair, etc)

Treasurer

Date

30 June 2022



CULVERSTONE PRE-SCHOOL PLAYGROUP

RECEIPTS AND PAYMENTS  
FOR THE YEAR ENDED 31 AUGUST 2021

	<u>2021</u>	<u>2020</u>
<u>RECEIPTS</u>		
Fees received	92,345	90,827
Grants	<u>5,827</u>	<u>12,742</u>
	98,172	103,569
 <u>PAYMENTS</u>		
Staff Costs	95,260	91,539
Membership & subscriptions	754	893
Rent	-	1,200
Rates	682	-
Buildings & contents insurance	1,314	1,314
Utilities	-	330
Repairs & maintenance	1,170	756
Course fees	1,355	1,755
Resources	12,818	4,951
Entertainer	180	90
Inspection Fees	50	50
Website & computer expenses	<u>858</u>	<u>1,765</u>
	<u>114,441</u>	<u>104,643</u>
 <u>NET RECEIPTS FOR THE YEAR</u>	<u><u>-£16,269</u></u>	<u><u>-£1,074</u></u>

September 2021

Bank balance £2,427





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 2021

Charity no  
(if any)

801359

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and  
basis of report

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:

15 / 2 / 2022

Name:

RAYMOND JOHN KITE.

Relevant professional  
qualification(s) or body

RETAINED QUALIFIED ACCOUNTANT.