



Trustees' Annual Report for the period

Period start date		Period end date	
From	16 09 2018	To	15 09 2019

Section A Reference and administration details

Charity name

St. John's Pre-school Macclesfield

Other names charity is known by

Registered charity number (if any)

1157982

Charity's principal address

Ivy Road

Macclesfield

Cheshire

Postcode

SK11 8QN

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	Emma Cheetham	Chair		
2	Tasha Waterhouse	Secretary		
3	Nicola Billington	Treasurer		
4	James Cheetham	IT support		
5				
6				
7				
8				
9				
10				
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

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
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.

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Section C Objectives and activities

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

The charity provides pre-school education for children in the local area aged between 30 months and school age.

Our setting aims to:

- Provide high quality care and education for children below statutory school age;
- Work in partnership with parents to help children to learn and develop;
- Add to the life and well-being of the local community; and
- Offer children and their parents a service that promotes equality

and values diversity.

Members of the charity are the parents of children in our care and have full participatory rights. These include a right to be:

- valued and respected;
- kept informed;
- consulted;
- involved; and
- included at all levels.

We aim to ensure that each child:

- is in a safe and stimulating environment;
- is given generous care and attention, because of our ratio of qualified staff to children, as well as volunteer helpers;
- has the chance to join in with other children and adults to live, play, work and learn together;
- is helped to take forward her/his learning and development by being helped to build on what she/he already knows and can do;
- has a personal key person who makes sure each child makes satisfying progress;
- is in a setting that sees parents as partners in helping each child to learn and develop; and
- is in a setting in which parents help to shape the service it offers.

Our setting has a duty under the law to help safeguard children against suspected or actual 'significant harm'. Our employment practices ensure children against the likelihood of abuse in our setting and we have a procedure for managing complaints or allegations against a member of staff.

Our way of working with children and their parents ensures that we are aware of any problems that may emerge and can offer support, including referral to appropriate agencies when necessary, to help families in difficulty.

The trustees declare that they have read and regard the guidance issued by the Charity Commission with respect to Public Benefit. The trustees have complied fully with their duty to have regard to the Charity Commission's public benefit guidance when exercising their powers and duties.

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)

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.

Volunteers such as parents of children in our care are encouraged to help at a particular session or sessions of the setting. Helping at the session enables parents to see what the day-to-day life of our setting is like and to join in helping the children to get the best out of their activities.

Joining the rota is not the only means of taking part in the life of the setting. Parents can offer to take part in a session by sharing their own interests and skills with the children. Parents have visited the setting to read stories to the children or talk about their job.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Provided pre-school education to in excess of 40 children aged 30 months to school age over 38 weeks of the year in sessional care. Morning sessions run from 8:45 to 11:45 and afternoon sessions run from 12:30 to 15:30. A lunch time session is also provided such that children can stay all day.

A total of 240 sessions are available per week and the charity provided an average of 225 sessions during this accounting period.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity trustees have decided that an appropriate level of reserves is between £25,000 and £35,000. The charity has reserves of £29,630 which is an appropriate level. The trustees need to hold reserves in order to account for any contingencies such as the requirement for equipment. Part of the reserve is designated as being put aside in order to save towards a new building.

Details of any funds materially in deficit

n/a

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.

The principal sources of funding for the charity are fees provided by the local authority and from parents.

Section F

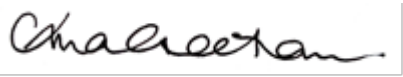
Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Emma Cheetham	
Position (eg Secretary, Chair, etc)	Chair	
Date	14 August 2020	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
St. John's Pre-school Macclesfield

No (if any)
1157982

Receipts and payments accounts

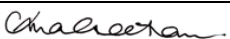
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For the period from	Period start date	To	Period end date
	16/09/2018		15/09/2019

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
CEC Fees	90,603	-	-	90,603	89,592
Parent Fees	28,462	-	-	28,462	25,619
Fundraising	1,614	-	-	1,614	594
Donation	650	-	-	650	323
Interest	10	-	-	10	3
Other	20,572	-	-	20,572	1,627
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	141,911	-	-	141,911	117,758
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	141,911	-	-	141,911	117,758
A3 Payments					
Wages, HMRC, pension	102,345	-	-	102,345	89,375
Utility bills (phone, broadband, water, gas, electricity)	1,643	-	-	1,643	1,932
Cleaning and building maintenance	3,924	-	-	3,924	4,734
Consumables	6,342	-	-	6,342	6,693
Equipment	1,816	-	-	1,816	2,280
Insurance	2,176	-	-	2,176	2,167
Training	1,472	-	-	1,472	1,117
Gifts and petty cash	340	-	-	340	206
Fundraising, admin and other	20,978	-	-	20,978	1,734
Sub total	141,036	-	-	141,036	110,238
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	141,036	-	-	141,036	110,238
Net of receipts/(payments)	875	-	-	875	7,520
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	875	-	-	875	7,520

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Co-Op current account	17,130	-	-
	Co-Op savings	12,500	-	-
		-	-	-
	Total cash funds	29,630	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			Emma Cheetham	14/08/2020



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
St. John's Pre-School Macclesfield

**On accounts for the year
ended**

15/09/2019

**Charity no
(if any)**

1157982

Set out on pages

(remember to include the page numbers of additional sheets)

**Respective
responsibilities of
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

**Basis of independent
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent
examiner's statement**

In connection with my examination, no material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

14/08/2020

Name:

Dominic Schiller

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

Address:

Equipped 4 (IP) Limited, 47 Hamilton Square, Birkenhead, Merseyside,
CH41 5AR

Section B

Disclosure

Only complete if the examiner needs to highlight 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.