

Trustees report for the period ended 31 August 2020

The Trustees of Chipping Warden Kindergarten present their annual report and accounts for the period ended 31 August 2020 and confirm they comply with the requirements of the Charities Act 1993, as amended by the Charities Act 2006, the trust deed and the Charities SORP 2005.

Structure, governance and management

The overall management and control of the Kindergarten shall vest in the individual members of its management committee who are the charity trustees of the Kindergarten.

The committee members shall be elected for a term of one year at the Annual General Meeting. Committee members are eligible for re-election unless they have already served on the Committee in any capacity for six consecutive years. Prospective new elected members of the Committee shall be those candidates from amongst those having notified their willingness to stand who receive the highest number of votes from the Members up to a maximum of 12.

Objectives and activities

The objects of the kindergarten are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

1. Offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability,
2. Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas,
3. Instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

Chipping Warden Kindergarten operates from the grounds of Chipping Warden Primary School in Northamptonshire. The kindergarten serves children from the local community and surrounding villages.

Transition for the kindergarten children to school is smooth due to the fact that school staff and kindergarten staff are able to liaise with one another easily. The kindergarten and reception children meet regularly and participate in activities together. Having kindergarten children on site adds an extra dimension to the school.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Achievements and performance

At the start of the academic year 2019/2020, there were 34 children on the books. This was a healthy amount of children. We were still seeing bookings for new starters, as they turn 2 years, throughout the winter months.

Covid-19 lock down saw us close in March 2020. We supported families at home by ensuring they had activity ideas for learning at home and information to help with child and adult mental health needs. We named this support 'Carry on Kindy at Home'. We also supported two key worker's families to find appropriate child care throughout.

We placed some staff on the government furlough scheme and some staff were supported with the continued funds from our local authority free entitlement childcare funding. Our parents did not pay fees throughout closure.

We re-opened in June, after much planning and risk assessing. With adjustments to our procedures in order to adhere to government guidance regarding Covid-19, we opened our doors to children, mainly from the pre-school age group. We had a positive term, largely outdoors, and we sent 19 children off to local primary schools.

We were able to replenish our carpets throughout the setting in August 2020 holidays, the last job in our long term plan of maintenance work on the building.

Our outlook for the year 2020/2021 is quieter in numbers of children, with staffing cuts implemented to fit with ratios. Less bookings were taken in the summer of 2020, due to Covid-19.

Our fundraising was limited this year, but despite Covid-19 pandemic, with our Christmas events, and donations from our families, we managed to raise £552.00 during the year.

With the help of Chipping Warden Primary Academy, we are planning to become a 'Forest School' within the next academic year. We have arrangements with the school to utilise the outdoor space and create our forest school, which we are incredibly grateful for. We can share ideas with school and eventually fully run forest school sessions for all. Two of our staff and a teacher from school are going to carry out the relevant training at Everdon, post-Christmas. We are beyond excited as this has been a vision of ours for quite some time.

We are also offering our families a unique opportunity to hold their child's birthday party with us at Kindergarten, during the pandemic, meaning they still get to celebrate with their friends whilst they are at Kindy. With the rule of 6, this is quite impossible to hold at home.

We are very grateful for the support of our families and our community who are pulling together at this uncertain time.

Financial review

The charity is a non profit making organisation. Any excess income over expenditure arising in one period will be used to support times when numbers of children attending are lower or are used for capital expenditure, or in the year just reported to support the pandemic and the loss in income.

The main source of the charities funds comes from the LEAs funding re Early Years Learning. Parent's fees for the younger children and fundraising make up a significant amount of the rest of the resources. The kindergarten maintains a high staff to child ratio and supports staff in their training.

This was a challenging period for Kindergarten during the time it was forced to close, mainly due to the uncertainty and not knowing the length of time that Kindergarten would be affected as well as the changing provisions being put into place and the application to the pre-school sector.

However, with the support of the continued local authority fee entitlement and the use of the furlough scheme Kindergarten came out with only a £700 operating loss. The remaining expenditure related to planned capital expenditure.

The current year has been carefully planned to ensure that Kindergarten can continue operating within the current restrictions without any significant financial loss. Should the situation worsen however, we know that with our parent and staff support and reserves we can manage the situation effectively.

Expenditure has supported the key objectives of the charity.



Chipping Warden School Kindergarten

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Receipts and payments accounts

For the period
from

01-Sep-19

To

31-Aug-20

Section A Receipts and payments

| | Unrestricted funds | Restricted funds | Endowment funds | Total funds | Last year |
|---|--------------------|------------------|------------------|------------------|------------------|
| | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ |
| A1 Receipts | | | | | |
| Funding income | 70,866 | - | - | 70,866 | 99,505 |
| Parental fees | 22,314 | - | - | 22,314 | 37,176 |
| Grants | 9,482 | - | - | 9,482 | - |
| Fundraising | 355 | - | - | 355 | 1,415 |
| Donations | 197 | - | - | 197 | 5,103 |
| Interest | 11 | - | - | 11 | 26 |
| | - | - | - | - | - |
| Sub total (Gross income for AR) | 103,224 | - | - | 103,224 | 143,225 |
| A2 Asset and investment sales | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 103,224 | - | - | 103,224 | 143,225 |
| A3 Payments | | | | | |
| Wages | 88,971 | - | - | 88,971 | 90,458 |
| Employers national insurance | 435 | - | - | 435 | - |
| Employers Pension contributions | 914 | - | - | 914 | 645 |
| Staff training | 1,455 | - | - | 1,455 | 958 |
| Telephone | 308 | - | - | 308 | 258 |
| Property costs | 595 | - | - | 595 | 10,002 |
| Utilities | 1,462 | - | - | 1,462 | 3,012 |
| Educational supplies | 1,247 | - | - | 1,247 | 4,767 |
| Uniform | 636 | - | - | 636 | - |
| Food purchases | 1,033 | - | - | 1,033 | 1,679 |
| Office expenses | 363 | - | - | 363 | 264 |
| Computer software and maintenance | 352 | - | - | 352 | 420 |
| Cleaning and consumables | 1,140 | - | - | 1,140 | 1,881 |
| Fundraising | 20 | - | - | 20 | 45 |
| Donation and gifts | 278 | - | - | 278 | 280 |
| Advertising | 2,077 | - | - | 2,077 | 227 |
| Licences, memberships, DBS | 662 | - | - | 662 | 672 |
| Professional fees | 2,003 | - | - | 2,003 | 1,189 |
| | - | - | - | - | - |
| Sub total | 103,950 | - | - | 103,950 | 116,757 |
| A4 Asset and investment purchases, (see table) | | | | | |
| Purchase of fixed assets | 2,699 | - | - | 2,699 | 5,297 |
| | - | - | - | - | - |
| Sub total | 2,699 | - | - | 2,699 | 5,297 |
| Total payments | 106,649 | - | - | 106,649 | 122,054 |
| Net of receipts/(payments) | - 3,425 | - | - | - 3,425 | 21,170 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 63,154 | - | - | 63,154 | 41,984 |
| Cash funds this year end | 59,729 | - | - | 59,729 | 63,154 |

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 | Current account | 14,448 | - | - |
| | Premium account | 45,001 | - | - |
| | Petty cash | 280 | - | - |
| | Total cash funds | 59,729 | - | - |

(agree balances with receipts and payments account(s))

OK

OK

OK

| | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---------------------------------|-------------|------------------------------------|----------------------------------|---------------------------------|
| B2 Other monetary assets | Debtors due | 551 | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|-----------------------------|-----------------|--------------------------|
| B3 Investment assets | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|-------------------------|-----------------------------|-----------------|--------------------------|
| B4 Assets retained for the charity's own use | IPADS - 2017 | Unrestricted | 857 | - |
| | Computer - 2019 | Unrestricted | 498 | - |
| | Shed - 2019 | Unrestricted | 1,893 | - |
| | Artificial Grass - 2019 | Unrestricted | 2,446 | - |
| | Furniture - 2019 | Unrestricted | 460 | - |
| | Carpets - 2020 | Unrestricted | 380 | - |
| | Water heater - 2020 | Unrestricted | 2,319 | - |
| | | | - | - |

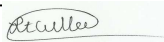
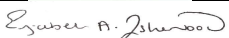
| | Details | Fund to which liability relates | Amount Due | Date Due |
|-----------------------|----------------------|---------------------------------|------------|-------------------|
| B5 Liabilities | PAYE due | Unrestricted | 507 | 01 September 2020 |
| | Pension payments due | Unrestricted | 182 | 07 September 2020 |
| | | | - | |
| | | | - | |
| | | | - | |

Signed by trustees on behalf of all the trustees

Signature

Print Name

Date of approval

Lucy Cullen
Elizabeth Isherwood

17 September 2020
17 September 2020

Independent examiner's report to the trustees of Chipping Warden Kindergarten

I report on the accounts of the charity for the year ended 31 August 2020, which are set out on pages 1 - 2.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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 matter has come to my attention:

which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act, have not been met.



Mrs Delyth Bending
Chartered Accountant ICAEW FCA

Delyth Bending Accountancy Ltd
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17 September 2020