



# Trustees' Annual Report for the period

		Period start date			Period end date		
		Day01	09	2019	31	08	2020
<b>From</b>					<b>To</b>		

## Section A Reference and administration details

**Charity name**

Thorpe End Pre-School (Teddies)

**Other names charity is known by**

**Registered charity number (if any)**

1035130

**Charity's principal address**

St David's Church Hall

St David's Drive

Norwich, Norfolk

**Postcode**

NR13 5HR

### 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	Rachel Fountain	Chairperson		
2	Kimberley Holyfield	Treasurer		
3	Helen Aston	Secretary		
4				
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)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by members

### Additional governance issues (Optional information)

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"><li>• policies and procedures adopted for the induction and training of trustees;</li><li>• the charity's organisational structure and any wider network with which the charity works;</li><li>• relationship with any related parties;</li><li>• trustees' consideration of major risks and the system and procedures to manage them.</li></ul>	None
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## Section C Objectives and activities

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

To run a pre-school for up to 26 children (on any one day) aged 2 ½ to school age (Big Teds) and a toddler group (Little Teds) for children aged 18 months to 2 ½ years. We aim to enhance the development and education of children under statutory school age and prepare them for their first years in compulsory education.

**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)**

Objectives are achieved by encouraging parents to understand and provide for the needs of their children through community groups by:

1. Offering appropriate play facilities, together with the right of the parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children, regardless of race, culture, religion or means;
2. Encouraging the study of the needs of such children and their families promoting public interest in and recognition of such needs in the local areas;
3. Instigating and adhering to and furthering the aim of the Pre-School Learning Alliance.

**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.

None

**Summary of the main achievements of the charity during the year**

Continued to run daily playgroup sessions for children aged 2 to 4 years reaching around 40 children and their families.

The staff have attended many training courses during the year to maintain the skills set needed to adequately undertake a childcare role.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level sufficient to cover costs arising in the event that the playgroup should cease to operate.

### Details of any funds materially in deficit

None

### 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.

None

## 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)

Position (eg Secretary, Chair, etc)

Date

Kimberley Holyfield	
Treasurer	

29/6/2021



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Thorpe End Pre-School (Teddies)

1035130

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/09/2019

To

Period end date  
31/08/2020

### 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 £
<b>A1 Receipts</b>					
Fees Received	11,876	-	-	11,876	-
Fund Raising	1,003	-	-	1,003	-
Government Funding	51,249	-	-	51,249	-
Uniforms Sold	224	-	-	224	-
Donations	-	-	-	-	-
Interest Received	40	-	-	40	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>64,392</b>	<b>-</b>	<b>-</b>	<b>64,392</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>64,392</b>	<b>-</b>	<b>-</b>	<b>64,392</b>	<b>-</b>
<b>A3 Payments</b>					
Toys and Equipment	867	-	-	867	-
Fundraising Expenses	50	-	-	50	-
Fruit Snack	244	-	-	244	-
Gifts	468	-	-	468	-
Insurance	528	-	-	528	-
Materials	345	-	-	345	-
Sundry Expenses	569	-	-	569	-
Children's Uniform	303	-	-	303	-
Staff Training	285	-	-	285	-
Telephone / Internet	522	-	-	522	-
Printing, Stationery & Postage	593	-	-	593	-
Rent	7,763	-	-	7,763	-
Subscriptions	241	-	-	241	-
Payroll Running Costs	275	-	-	275	-
Wages	49,262	-	-	49,262	-
Advertising	12	-	-	12	-
	-	-	-	-	-
<b>Tel</b>	<b>62,327</b>	<b>-</b>	<b>-</b>	<b>62,327</b>	<b>-</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>62,327</b>	<b>-</b>	<b>-</b>	<b>62,327</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>2,065</b>	<b>-</b>	<b>-</b>	<b>2,065</b>	<b>-</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>14,430</b>	<b>-</b>	<b>-</b>	<b>14,430</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>16,495</b>	<b>-</b>	<b>-</b>	<b>16,495</b>	<b>-</b>

## 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 £
<b>B1 Cash funds</b>	Current Account	7,511	-	-
	Deposit Account	8,938	-	-
	Petty Cash	46	-	-
	<b>Total cash funds</b>	<b>16,495</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	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	
		Kimberley Holyfield	29/06/2021	



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

THORPE END PRE-SCHOOL (TEDDIES)

On accounts for the year  
ended

31 AUGUST 2020

Charity no  
(if any)

1035130

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 31/08/2020.

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 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 (~~other than that disclosed below~~ \*) in connection with  
the examination which gives me cause to believe that in, any material  
respect:

- accounting records were not kept in accordance with section 130 of  
the 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:

CHIFFONS

Date:

30/06/2021

Name:

CHIFFONS HUGH PHILLIPS

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

Address:

106 LOWER STREET

SALHOUSE, NORWICH, NORFOLK

NR13 6AD