

Directors and trustees report for the period ended 31 August 2018

The Trustees of Chipping Warden Kindergarten present their annual report and accounts for the period ended 31 August 2018 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

Kindergarten has had a very busy and successful year. We have been open for 5 full days all year round. In the later part we ended the year with 45 children on our books for the Summer term, with healthy sessions of up to 26 children each morning which is full capacity. Bookings came in rapidly and so we are starting September 2018 with 42 children, which is a great increase in numbers.

We have extended our staffing requirements due to the numbers of children growing. We have 10 staff on our books over the week. We have been recruiting in the Summer for a new deputy manager, after the retirement of our current Deputy from Childcare. Our new Deputy Emma will start her role in September 2018 and we said a fond farewell to Tracy who was a staff member at Kindergarten for 17 years.

Staff have attended many CPD courses, including paediatric first aid, designated safeguarding leads-for managers, and an EYFS course which brought in some lovely ideas for the children.

We offered visitors for our children, including mini beasts and a dance group. We carried out the 'Rhyme Time Challenge' with our families and provided lovely crafts and themes such as 'My family', 'Growing', 'Music and Movement', and 'Weddings and celebrations'.

Our fundraising efforts for this last academic year reached £2,489.34 which was a fantastic achievement. This included our annual toddle waddle with school. We also held a Christmas raffle and refreshments at our Concert and a lunchtime event on sports day in the Summer. We receive commission from other schemes including Florence and Fred uniforms, 'Easy fundraising' and photography sessions.

In September 2017 we started offering free 30 hours funding for eligible families which we have had good response to. We believe this is a positive change for kindergarten, with 15 families using more than the universal 15 hours per week. We encourage our families to use as much funding as they are able.

We made essential adaptations to GDPR including our privacy notice for March 2018.

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.

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.

We applied for and gratefully received a 'Smarts charity' grant of £5,000 for Kindergarten, to contribute to the future success for our children and families.

We planned a refurbishment project throughout the duration of this academic year to make improvements to Kindergarten's walls, décor, flooring and woodwork/storage facilities. These jobs were carried out in the summer holidays 2018, making a huge difference to our environment.

Expenditure has supported the key objectives of the charity.



Chipping Warden Kindergarten

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Receipts and payments accounts

For the period from	01-Sep-17	To	31-Aug-18
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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	73,061	-	-	73,061	42,217
Parental fees	38,570	-	-	38,570	26,122
Fundraising	2,483	-	-	2,483	-
Interest	23	-	-	23	15
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	114,138	-	-	114,138	68,354
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	114,138	-	-	114,138	68,354

A3 Payments

Wages	76,697	-	-	76,697	48,413
Employers national insurance	-	-	-	-	-
Employers Pension contributions	381	-	-	381	111
Staff training	500	-	-	500	150
Telephone	366	-	-	366	502
Property costs	13,258	-	-	13,258	197
Educational supplies	2,783	-	-	2,783	2,634
Food purchases	1,216	-	-	1,216	795
Office expenses	920	-	-	920	1,100
Computer software and maintenance	254	-	-	254	-
Cleaning and consumables	1,006	-	-	1,006	84
Fundraising	171	-	-	171	20
Donation and gifts	574	-	-	574	-
Advertising	129	-	-	129	-
Licences, memberships, DBS	888	-	-	888	1,823
Professional fees	1,355	-	-	1,355	581
	-	-	-	-	-
Sub total	100,497	-	-	100,497	56,410

A4 Asset and investment purchases, (see table)

	-	-	-	-	-
Sub total	-	-	-	-	-

Total payments

	100,497	-	-	100,497	56,410
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Net of receipts/(payments)

	13,641	-	-	13,641	11,944
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A5 Transfers between funds

	-	-	-	-	-
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A6 Cash funds last year end

	28,343	-	-	28,343	16,399
Cash funds this year end	41,984	-	-	41,984	28,343

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

Categories

B1 Cash funds

Details

Current account	18,845
Premium account	23,062
Petty cash	76

Total cash funds

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

B2 Other monetary assets

Details

Debtor due	133
	-
	-
	-
	-

B3 Investment assets

Details

B4 Assets retained for the charity's own use

Details

IPADS - 2017	

B5 Liabilities

Details

PAYE due	
Pension payments due	

Unrestricted funds to nearest £

	18,845
	23,062
	76
	41,984

OK

Unrestricted funds to nearest £

	133
	-
	-
	-
	-

Restricted funds to nearest £

	-
	-
	-
	-

OK

Restricted funds to nearest £

	-
	-
	-
	-
	-

Endowment funds to nearest £

	-
	-
	-
	-

OK

Endowment funds to nearest £

	-
	-
	-
	-
	-

Fund to which asset belongs

Cost (optional)

	-
	-
	-
	-
	-

Current value (optional)

	-
	-
	-
	-
	-

Fund to which asset belongs

Unrestricted	

Cost (optional)

	857
	-
	-
	-
	-

Current value (optional)

	-
	-
	-
	-
	-

Fund to which liability relates

Unrestricted	
Unrestricted	

Amount Due

	856
	198
	-
	-
	-

Date Due

	October 18
	September 18

Signed by trustees on behalf of all the trustees

Signature



Print Name

Lucy Cullen
Emily Buttrum

Date of approval

28 November 2018
28 November 2018

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 2018, 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
4 The Paddock, Lower Boddington, Northants, NN11 6YF
3 November 2018

