



Trustees' Annual Report for the period

From		Period start date			To		Period end date		
		Day	Month	Year			Day	Month	Year
		01	09	2018			31	08	2019

Section A Reference and administration details

Charity name Wonersh Pre-School

Other names charity is known by

Registered charity number (if any) 1159760

Charity's principal address United Reformed Church, Wonersh Common Road

Wonersh, Guildford, Surrey

Postcode

GU5 0PJ

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	Martin Hall	Chair		Martin Hall
2	Yazmin Castillo	Treasurer		Martin Hall
3	Shazia Newton			Martin Hall
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)	Association
Trustee selection methods (eg. appointed by, elected by)	The officers of the management committee are elected at the AGM

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • 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. 	<p>There is a child protection policy in place. Disclosure and Barring Service checks are carried out prior to commencement of employment or trusteeship.</p> <p>The management committee consists of all parents/guardians of pupils attending the school who attend the AGM and other committee meetings.</p> <p>The management of the association is vested in a committee, consisting of the following officers: Chairman, Honorary Secretary, Honorary Treasurer, together with an unlimited number of other members.</p> <p>The management committee give their time voluntarily and received no remuneration or other benefits.</p>
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Section C Objectives and activities

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

The objective of the Preschool is to advance the education of the pupils who attend the school.

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)

- a) Develop more extended relationships between the staff, parents and others associated with the school
- b) Engage in activities which support the staff and advance the education of the pupils attending it
- c) Provide and assist in the provision of facilities for education at the school, not normally provided by the Local Education Authority.

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.

The committee engages in various fundraising activities throughout the academic year. The purpose of these activities is twofold: To provide a forum where parents and guardians can socialise and meet and secondly to raise funds to enhance the facilities at the school.

The Manager (together with input from the teachers) indicates what the most urgent needs are and funds are allocated on this basis to the various projects. Funds are approved at Committee meetings that take place throughout the academic year.

Summary of the main achievements of the charity during the year

Total income for the year was £111,286.00 and was up 58% (£40,885) on the prior year (2018: £70,401). This was due to two other local preschools closing which resulted in higher attendance.

Government funding levels remained the same. The fees charged were £4.60 which is consistent with other preschools.

Funding for additional support was £3294.

Fundraising accounted for £464 in the year under review (2018: £548). Funds are raised through various enjoyable activities organised by the Management Committee. The purpose of these fundraising activities is twofold: firstly to provide a forum where parents and guardians can socialise with each other and meet each other in an informal situation and secondly to raise money to buy equipment that is not provided by the Local Education Authority. There were 4 formal fundraisers in this financial year. The most profitable fundraisers for the 2018-19 year were:

- Nativity: £178
- Fun Fair: £128

Expenditure in the year amounted to £101,752, which was 53% (£35,440) up on the prior year (2018: £66,312). The added expense takes into account the additional number of students which means more staff and activity costs. Also there were funds reinvested in the pre-school by renovation of the toilets in both preschool rooms.

The surplus of £9,533 (2018: £4088) added to the accumulated surplus from previous years has resulted in reserves of £51,330 (up from £41,797 in 2018) for Wonersh Pre-School. Some of these funds are being used for new carpets for the pre-school.

Section E

Financial review

Brief statement of the charity's policy on reserves

It is the policy of the Management Committee to retain cash reserves, where possible, equal to one months' salary and rent.

Details of any funds materially in deficit

Not applicable

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.

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)	Martin Hall	
Full name(s)	MARTIN GEORGE HALL	HAEL Yazmin Castillo Munoz de Holgson
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	13/11/19	

Balance Sheet as at August 31, 2019

	August 31, 2019	August 31, 2018
<u>ACCUMULATED SURPLUS:</u>		
<u>Accumulated surplus</u>	51330.04	41796.78
Brought forward	41796.78	37708.59
Surplus / (deficit) for the year	9533.26	4088.19
ACCUMULATED SURPLUS	51330.04	41796.78
<u>REPRESENTED BY:</u>		
<u>Cash & bank accounts</u>	64832.47	42108.94
Current account	64757.90	41974.51
Petty cash	74.57	134.43
<u>Other assets</u>	549.20	125.00
Debtors (fees receivable)	110.00	125.00
SCC extra support funding	439.20	
Training course double pay		
Milk debtor		
<u>Liabilities</u>	-14051.63	-437.16
Accrual for grocery costs	-62.80	
Accrual for payroll costs	-149.99	-87.16
Advance payments (deposits for places)	-180.00	-240.00
Advance payment for fees		-110.00
Accrual for HMRC	-608.84	
Accrual for advertising fees		
Accrual for repairs	-13050.00	
Accrual for deposit refund		
TOTAL ASSETS	51330.04	41796.78
	0.00	0.00

Richard H Allen, 01/09/2019.
FCA.

September 1, 2018 -
August 31, 2019

September 1, 2017 -
August 31, 2018

INCOME

Fee Income:			
	School Fees	107432.80	67780.66
	Surrey County Council	£23,707.82	£28,516.57
	Fee Income-Other	£83,724.98	£39,264.09
	Flexibility Funding	0.00	0.00
Grants	Training Grant	0.00	0.00
	SCC Funding additional support	3294.00	
	Forest School		
	3/4 year old grant (EYPP)	0.00	0.00
	30 hour grant	0.00	2000.00
Clothing income:		85.00	72.00
Donations Received		10.00	0.00
Fund-raising income:		464.20	548.25
TOTAL INCOME		111,286.00	70,400.91

EXPENSES

Administrative costs:		2102.93	2164.04
	Bookkeeping fees	933.38	1125.72
	Committee and meetings	0.00	0.00
	Health and Safety	60.99	60.00
	Payroll bureau	907.92	655.45
	Stationery, printer cartridges	135.66	223.43
	Website	29.98	29.98
	Subscriptions	35.00	35.00
Advertising		25.00	34.46
Bad Debts			25.00
Bank Charges			
Books		9.00	2.90
Cleaning		1132.71	1173.70
Charitable Donations made			
Clothing		70.73	0.00
DBS checks		26.00	78.29
Ofsted medical		0.00	0.00
Electricity & heating (combined with rent)			
Gifts:		182.41	162.14
	Leavers' Gifts	35.95	44.00
	Other	121.46	118.14
	Teachers' presents	25.00	0.00
Groceries & Housekeeping		536.73	443.29
Insurance & PSLA		733.98	729.02
ICO (information commissioners office)		35.00	35.00
Milk:		0.00	0.00
	Milk Claims	649.02	399.14
	Milk purchased	649.02	399.14
Non teaching equipment		508.50	696.62
Garden		18.90	8.98
Petty cash expenses		56.46	37.58
Rent and electricity		6401.76	6200.00
Repairs & maintenance		13150.00	611.00
Salaries:		74111.13	51173.20
	Net Salaries	67328.63	47152.26
	PAYE & EE NIC	4863.88	3389.36
	Pensions	1918.62	631.58
Supply cover			
Inclusion support			
Teaching equipment		167.92	127.18
Teaching supplies:		1654.17	454.18
	Cooking & baking supplies	122.69	96.94
	Outdoor play	721.44	23.50
	Sand	230.41	0.00
	Stationery, paints, etc	204.09	106.23
	Art	375.54	227.51
Telephone and Internet		368.92	440.49
Toys		118.49	1180.08
Training costs		162.00	570.00
Trips and outings		180.00	
TOTAL EXPENDITURE		101752.74	66312.69

(DEFICIT)/SURPLUS FOR THE YEAR **9,533.26** **4088.22**

Fund-raising income:			
	Fun Fair	128.20	101.25
	Easyfundraising		
	Quiz night		
	Nativity	Income	Income
		Costs	Costs
		178.00	284.00
	Table top sale		
	Xmas Fayre W&SG	48.00	
	Easter Egg Fundraiser	110.00	163.00
TOTAL		464.20	548.25

Richard H. Shun
RCA 01/11/2019



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

WONGERSH PRE SCHOOL

**On accounts for the year
ended**

31 AUGUST 2019

**Charity no
(if any)**

1159760

Set out on pages

1 - 2

(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 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:

Date:

01/11/2019

Name:

RICHARD HOWIES

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

FCA.

Address:

THE BARN

CRANLEIGH ROAD WONGERSH SURREY GU50PB

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.

N/A