



Cuckfield Preschool Playgroup

Charitable Incorporated Organisation (CIO) 1178733
Village Hall, London Lane, Cuckfield, West Sussex, RH17 5BD

Trustees' Annual Report 1/9/2019 to 31/8/2020

Objective and activities

Our objective is the development and education of children and young people, by promoting their care, safety, education, health and wellbeing, promoting parental involvement, and providing services to support them, their families, and carers'. We are a charity operated preschool who aim to provide children with a stimulating, happy, caring and safe environment to help them develop their full potential in all areas through playing and learning together. We deliver the Early Years Foundation Stage curriculum.

Public Benefit

As a charitable preschool our values are openness and inclusion for all: we have been offering 27 hours Funded attendance without restriction. We offer a high-quality early years' education regardless of additional or specialist needs from the age of two and a half years upwards. We also take children from the age of two where specific qualification criteria are met.

Achievements and Performance this year

This year we've provided more than two terms of high quality, carefully planned and well-resourced play-based learning whilst also being inevitably impacted by the Covid19 pandemic. For a period in March to May 2020 we were closed as were all early years' settings. When we came to re-open, we of course had to change our approach in significant ways (from session planning to cleaning up) so thanks are due to all our staff who have adapted what we do and how we do it in countless ways.

The children have benefited from themed sessions each week, small group work, and a lot more time outdoors than in previous years due to covid. Our children have continued to benefit from a staff team with great experience. The children get lots of adult interaction and benefit from an excellent staff:child ratio.

There have been a small number of staffing changes over the year, we've said goodbye to Jane Barker after many years' service as assistant, supervisor and deputy manager and David Hart who has been book-keeper since the CIO started two years ago. Our next planned staff development is to recruit a new deputy manager.

We joined in the life of the community and raised funds through running the jumble sale and a quiz at Queen's Hall, and taking part in the village show and mayor's procession, before fundraising activities were halted as a result of Covid. We received an additional donation from the Mayor / Independent State which we used on construction blocks hand-made in Cuckfield – keeping the money local. Our Virgin Money Giving site is now up and running and was first used for people to be able to make Leavers' Donations. Thanks to all parents, families and staff who helped with our fundraising activities which directly benefits children in preschool by providing additional resources.

Financial Review

Financial Position at the end of the period.

The CIO was in a stable financial position at the end of the period. We incurred only a small deficit of less than £1,000 on an income of £103,000 which considering the impact of the pandemic, is an acceptable outcome. Although we were able to furlough some staff and claim some staff wages under the Coronavirus Job Retention Scheme, our fundraising was curtailed and our income from chargeable sessions reduced due to approximately half a term's closure. The trustees kept the hourly charge and voluntarily donation for snacks and activities under review, adjusting these to aim for a balanced budget.

	£k	
Income	103	£78k funding, £19k fees, £4k fundraising & £2k CJRS
Expenditure	104	£87k wages, £13k hall hire, £4k everything else
Result	<u>-1</u>	Loss
Net current assets	39	
Prudent reserves	<u>32</u>	
Unallocated	<u>7</u>	

Reserves Policy

The trustees have decided upon a reserves policy which recognises the risks we may face and the amounts that are considered necessary are set out in the accounts. The Available funds at year end of £7,000 represent working capital required for the preschool day to day running.

Structure Governance and Management

The charity's governing document is a Pre-school Learning Alliance Model CIO Constitution for Childcare Providers 2013, dated 6 June 2018 and registered with the Charity Commission on 11 June 2018.
The affairs of the CIO are managed by the trustees.

Trustees who manage the charity:

Name of Trustee	Office	Date of Appointment	Date of Retirement
Moss, Sarah Anne	Chair	21/08/2018 & 24/10/2019	-
Lynch, Jane		19/11/2018	-
Crouch, Mary		17/03/2019	-
Carolyn Townsend		02/12/2019	21 June 2021

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)Sarah Anne Moss.....

PositionChair of Trustees.....

Date25th June 2021.....