



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: 01/09/2023 (Period start date) To: 31/08/2023 (Period end date)

Charity name: Barkway Preschool

Charity registration number: 1004083

Objectives and Activities

| | SORP reference | |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | <p>The charity's aims are to advance the development and education of children under statutory school age by;</p> <ul style="list-style-type: none"> • offering appropriate play, education and care facilities, allowing for parental involvement and responsibility. • offering opportunities for all children whatever their race, culture, religion, means or ability. • encouraging other charitable activities through which parents may help the children. |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | <p>The charity's main activity is to run Barkway Preschool which provides high quality education and childcare for children aged between 2 and 5.</p> <p>The charity also runs a weekly mother and toddler group in the village hall, providing a structured play session for babies to 4-year-olds with their parents or carers.</p> <p>The trustees carry out various local fundraising activities to supplement income from the charity's core activities.</p> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | In planning our activities, we have kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--|
| Policy on grant making | Para 1.38 | n/a |
| Policy on social investment including program related investment | Para 1.38 | n/a |
| Contribution made by volunteers | Para 1.38 | <p>Trustees give their time voluntarily and receive no remuneration or other benefits.</p> <p>Trustees carry out fundraising with the help of preschool staff and volunteers from the local community. Fundraising activities mainly include organising events and selling food and drink at other local events.</p> |
| Other | | |

Achievements and Performance

| | SORP reference | |
|---|----------------|---|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | <p>The preschool is staffed by an experienced and well-qualified team. We operate with enhanced staff ratios to better focus on individual child development within the EYFS framework. Children with developmental needs are identified and supported at an early stage.</p> <p>We offer a safe, fun and stimulating environment in which children can learn through play. Children have opportunities to grow emotionally as well as physically, to develop their communication and language skills, and to increase their self-confidence and self-awareness.</p> <p>In January 2023 the preschool was inspected by Ofsted and once again was rated Good in all aspects. The inspector commented that "children are happy and settle well. They thrive on the thoughtful and patient support that they receive from staff. They form strong and beneficial relationships with their key person and the whole staff team. This helps to foster children's confidence and well-being. Children are keen learners and show a high level of self-esteem".</p> <p>The Covid lockdowns impacted children's attention spans and ability to interact socially, but particularly their communication and language skills. Building on the Wellcomm system and Terrific Talkers program introduced previously, staff also undertook training in Makatron to address this issue.</p> <p>Attendance at the weekly mother and toddler group improved after a poor start to the year. After the pandemic these sessions are a valuable opportunity for parents to share experiences and for children to gain socialisation skills. However, the group continues to run at a loss and is reliant on grants or financial support from the preschool to continue operating.</p> |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|--|
| Achievements against objectives set | Para 1.41 | |
| Performance of fundraising activities against objectives set | Para 1.41 | |
| Investment performance against objectives | Para 1.41 | |

Financial Review

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| Review of the charity's financial position at the end of the period | Para 1.21 | <p>Annual income from childcare was £116,738; a significant increase on the previous year figure of £82,193. Income rose due to higher demand and the decision to extend open hours from 6.25 to 8 hours per day. However, costs also increased substantially, due to inflation and the increase in the national living wage driving up staff costs. Despite this, the charity managed to record a surplus of £7,231, having made a loss of £8,101 the previous year.</p> <p>The financial position of the charity remains strong. The cash balance at the year-end was £32,685 with additional reserves held in savings bonds.</p> |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | The trustees aim to hold a minimum of £20,000 in reserves. Reserves are held to meet unforeseen expenditure, losses due to unexpected closures, to cover sudden reductions in fee income due to changing childcare requirements and to cover terminal obligations if the preschool were to close permanently. |
| Amount of reserves held | Para 1.22 | Reserves were £30,806 at the year end, held in savings accounts with notice of one year or less. |
| Reasons for holding zero reserves | Para 1.22 | n/a |
| Details of fund materially in deficit | Para 1.24 | n/a |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | The charity remains soundly funded, with ample reserves to support the preschool. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|---|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | The principal source of funds is from providing childcare, paid for either by parents or local authority funded early education schemes. |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | Surplus funds not required currently for running costs are placed in interest-bearing savings accounts with notice periods of one year or less. Maturity dates are staggered through the year to enable more immediate access to funds if required. |

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| A description of the principal risks facing the charity | Para 1.46 | <p>The charity's main activity is operating Barkway Preschool. The principal associated risks are:</p> <ul style="list-style-type: none"> • Loss of the current premises at Barkway VA First School; there are no suitable alternatives nearby for permanent occupation. • If the preschool were to lose its 'good' rating from Ofsted, it would no longer have access to the free childcare schemes, causing a significant and sudden loss of revenue. • Large increases in staff costs due to increases in the National Living Wage, not matched by increases in childcare funding and fees. • Loss of income due to fewer children attending; preschool has a limited catchment area and relies on younger children continually replacing those leaving for school. • A sudden and lengthy closure of preschool, due to damage to premises, health and safety issues, a pandemic, or other factors. |
| Other | | |

Structure, Governance and Management

| Description of charity's trusts: | | |
|---|-----------|--|
| Type of governing document | Para 1.25 | Constitution |
| How is the charity constituted? | Para 1.25 | Unincorporated association |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Trustees are all members of the association. They are appointed at the AGM by the members and form a committee. The committee appoints the Officers (who oversee the operational management of the preschool). The committee can co-opt up to 3 new trustees between general meetings. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|---|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | The charity is a member of the Early Years Alliance, which provides information, advice and training to childcare providers and campaigns to influence early years policy and practice. |

| | | |
|---------------------------------------|-----------|---|
| Relationship with any related parties | Para 1.51 | The preschool operates closely with Barley and Barkway (VA) Church of England First Schools Federation. The preschool setting shares a building with Barkway First School and many children make a very successful transition to the school's nursery or reception classes, benefiting from our joint transition program. |
| Other | | |

Reference and Administrative details

| | |
|-----------------------------|---|
| Charity name | Barkway Preschool |
| Other name the charity uses | |
| Registered charity number | 1004083 |
| Charity's principal address | 84 High Street Barkway Hertfordshire SG8 8EF |

Names of the trustees who manage the charity

| Trustee name | Office (if any) | Dates acted if not for whole year | Name of person /body entitled to appoint trustee (if any) |
|--------------------|------------------------|-----------------------------------|---|
| Miranda Hughes | Chair until 28/02/2023 | | |
| Sarah Katie Linard | Chair | From 28/02/2023 | |
| Andrew Lee | Treasurer | | |
| Rowena Pascal | Secretary | Until 29/11/2022 | |
| Hannah West | | Until 29/11/2022 | |
| Hollie Bond | | | |
| Anna Nicholls | | From 27/12/2022 | |
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Corporate trustees – names of the directors at the date the report was approved

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|---------------|--|--|
| Director name | | |
| | | |

Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | Details of Property |
|-----------------|-----------------------------------|---|
| Alison Gower | | Lease for premises at Barkway VA First School |
| Jenni McPherson | | |
| Tracey Wood | | |
| Jackie Connolly | | |

Funds held as custodian trustees on behalf of others

| | |
|---|------|
| Description of the assets held in this capacity | None |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | N/A |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | N/A |

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information**Declarations**

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

Signed on behalf of the charity's trustees

Signature(s)

| | |
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|  | |
|---|--|

Full name(s)

| | |
|-------------------|--|
| Andrew Julian Lee | |
|-------------------|--|

Position

| | |
|-----------|--|
| Treasurer | |
|-----------|--|

Date

| |
|------------|
| 26/06/2024 |
|------------|

BARKWAY PRESCHOOL - Charity no: 1004083

ACCOUNTS FOR YEAR END 31 AUGUST 2023

| Summary of income and expenses | Total |
|---------------------------------------|------------------|
| Income: | |
| Paid childcare | £ 50,686 |
| Funded childcare | £ 66,051 |
| Toddler group | £ 2,498 |
| Uniform sales | £ 253 |
| Fundraising | £ 6,016 |
| Other income | £ 1,468 |
| Interest | £ 650 |
| Total Income | £ 127,622 |
| Expenditure: | |
| Staff wages | £ 102,986 |
| Advertising | £ - |
| Bank charges | £ 62 |
| Bookkeeping | £ 1,261 |
| Cleaning | £ 80 |
| DBS checks | £ 291 |
| Fundraising expenses | £ 1,810 |
| Insurance | £ 798 |
| Snacks | £ 516 |
| Print/Post/Stationery | £ - |
| Subscriptions | £ 560 |
| Recruitment | £ - |
| Rent & Service Charge - school | £ 4,379 |
| Rent - village hall | £ 940 |
| Supplies & Equipment | £ 2,836 |
| Telephone | £ 278 |
| Toddler Group expenses | £ 146 |
| Training | £ 239 |
| Uniforms | £ 711 |
| Miscellaneous | £ 2,497 |
| Total Expenses | £ 120,390 |
| | |
| Surplus for the year | £ 7,231 |

Movement on cash:

| | |
|--------------------------------------|-----------------|
| Cash balances brought forward | £ 15,645 |
| Surplus for the year | £ 7,231 |
| Reduction in term deposits | £ 9,809 |
| Cash balances carried forward | £ 32,685 |

Statement of assets held:

| | |
|-------------------------------------|-----------------|
| Cash at bank and on hand | £ 32,685 |
| Term deposits of less than one year | £ 30,806 |
| Total Assets | £ 63,492 |



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Barkway Preschool

On accounts for the year
ended

31st August 2023

Charity no
(if any)

1004083

Set out on pages

3

(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 31/08/2023.

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:

LCB *net*

Date:

29/5/24

Name:

Lynn Brett

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

FCMA CCMA

Address:

2 Cambridge Road, Barley,
Royston, Hertfordshire,
SG8 8HN

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.