

# OLDFIELD PRE-SCHOOL

England & Wales · Charity number 1018094

## Details

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Other names	OLDFIELD PLAYGROUP
Status	Registered
Legal form	Other
Registered	1993-03-03
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Oldfield Primary School Green Lane Vicars Cross Chester CH3 5LB
Phone	01244317056
Email	<a href="mailto:administrator@oldfieldpreschool.org">administrator@oldfieldpreschool.org</a>
Website	<a href="http://www.oldfieldpreschool.org">www.oldfieldpreschool.org</a>

## Activities

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**Objects:** TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN UNDER STATUTORY SCHOOL AGE

**Activities:** OLDFIELD PRE-SCHOOL AIMS TO PROVIDE A SAFE, STIMULATING, HEALTHY, HAPPY AND CARING ENVIRONMENT, IN WHICH A CHILD CAN PLAY, WHILE DEVELOPING SOCIALLY, EMOTIONALLY, PHYSICALLY AND MENTALLY. IT PROVIDES PLAY-BASED, PRE-SCHOOL CHILDCARE SESSIONS FOLLOWING THE GUIDELINES FOR STANDARDS AND FRAMEWORK SET OUT BY THE EDUCATION DEPT AND OFSTED (EYFS).

## Classification

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- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

## Geography

- Cheshire West & Chester

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£152,300	£145,036	-	-
2024-08-31	£122,636	£115,165	-	-
2023-08-31	£115,346	£102,906	-	-
2022-08-31	£113,472	£150,422	-	-
2021-08-31	£118,770	£129,597	-	-
2020-08-31	£146,976	£143,930	-	-

## Trustees

Name	Role	Appointed
Christina Barrowcliff		2026-05-12
Gemma Derbyshire		2026-05-12
Juliette Griffiths		2026-02-09
Laura Paddock		2022-05-24
Tugba Yildirim		2024-08-05

**OLDFIELD PRE-SCHOOL**

England & Wales - Charity number 1018094

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# Accounts

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**Trustees' Annual Report for the period**

**From 1<sup>st</sup> September 2024 Period start date To 31<sup>st</sup> August 2025 Period end date**

**Charity name: Oldfield Pre-School**

**Charity registration number: 1018094**

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Our aim is to provide a safe and stimulating, healthy, happy and caring environment, in which a child can play whilst developing socially, emotionally, physically and cognitively.
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 Pre-School ran sessions for children ages 2.5 - 4 years, with a maximum of 24 children per session. Morning and afternoon sessions were 3 hours duration each and whole day sessions of 7 hours were also available. Sessions over lunch lasting 0.75 hours were also available for children who attended in a morning or afternoon. There were 37 different children who attended one or more sessions per week during the year.</p> <p>We regularly visited the local library and took children on walks around the area and to the local park.</p> <p>We provided a week long placement for 2 students separately to complete their high school work experience.</p> <p>As the Pre-School is located on the site of Oldfield Primary School, it enables children to have a smooth and comfortable transition to a school environment. We offered transition meetings for all schools that the children moved on to</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The charity trustees have complied with the Public Benefit requirement in section 17 of the Charities Act 2011 to have due regard to guidance published by the Commission.

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We do not give grants.
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	We are grateful for the support of volunteers, many parents and relatives assist around raising funds for the Pre-School.
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 Pre-School gives the children lots of opportunities to explore their world and local environment through play based activities. We have endeavored to build children's self-confidence, self-esteem and self-reliance; and given them an understanding of how to keep safe and live a healthy life. Children have had opportunities to learn about multi-cultural celebrations</p> <p>Most children attend for full days, for those that only attend for half days, lunchtime sessions continue to be popular. Having children attending over lunchtime is recognised by Oldfield Primary School as assisting children in their transition to Primary school. By increasing the children's independence at lunchtimes and getting them used to eating with other children, the Pre-School children have found lunch times to be less daunting when they move up to Reception class, which has helped them to settle into the school day.</p> <p>Staff continued to act up to cover the manager role at the start of our financial year. The new manager was appointed on 21<sup>st</sup> October 2024.</p> <p>One member of staff completed their Early Years Initial Teacher Training (EYITT). We received an Employer Incentive grant to support this.</p> <p>We received a £250.00 grant from Cheshire West and Chester Members Budgets Award Scheme for outdoor gardening tools and equipment. This has enabled the children to take part in planting and managing our new outdoor growing space.</p> <p>We successfully raised the following:</p> <ul style="list-style-type: none"> <li>• Bag and Uniform sales £74.25 (The bulk of the costs of fundraising was purchasing more uniform for sale.)</li> <li>• 50<sup>th</sup> Anniversary fundraiser raised £404 plus we received £155.86 in donations.</li> <li>• Summer fundraiser £663.29p</li> <li>• Professional photos £303.00p</li> <li>• Christmas sing along £51.10</li> <li>• Promoting Easyfundraising as ways parents can fundraise while online shopping £187.07p.</li> <li>• Christmas Cards £36.37p</li> <li>• School Bake Sale £121.20</li> </ul>

### 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	
Other		

### Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>With improved interest rates, and the grant to support the EYITT, on a receipts and payments basis, Oldfield Pre-School had net receipts of £7,198 on normal operational activities</p> <p>Due to the very low number of children signed up for September 2025, we held a consultation process around redundancies in order to reduce the expected level of the loss. We also extended our opening hours to make ourselves more attractive to prospective families and to retain as many staff member as possible. We lost 2 staff members during this process – one to voluntary redundancy and one compulsory redundancy. The remaining staff were able to agree lower hours and continue with their employment.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The level of reserves is set as a worst case scenario at the value required to close down the Pre-School without any trustees incurring liability for the close down costs. The level of reserves required is calculated based on the sum estimated to cover the following.</p> <ul style="list-style-type: none"> <li>• Statutory redundancy costs for all staff</li> <li>• Rent remaining due</li> <li>• Annual Independent Examination fees</li> <li>• One month's operational running cost to allow for clearing already incurred costs – e.g. utilities / unpaid suppliers, 4 weeks staff notice.</li> </ul> <p>After the reserves requirement is met, all excess of income over expenditure monies are put to the contingency fund (1 month's expenditure) and the other designated funds to cover future projects and expenditure.</p>
Amount of reserves held	Para 1.22	<p>Due to increases in salary costs, a proposed new 5-year lease and therefore increased monthly operating costs, our unrestricted reserves were £150,266 and restricted reserves were £66, totaling £150,332 as of 31 August 2025.</p> <p>Due to being one year into the rental contract, funds allocated as General operating reserves reduced to £62,926p. The contingency fund remains at £10,000. The balance of the monies held are split into the following funds:</p>

		<p>The staffing fund £20,000.</p> <p>For more than the last 10 years, the initial budget for any financial year has shown net payments, but the year-end figure has always been for net receipts on normal operational activity as more families request sessions throughout the year. Recruiting temporary staff to cover the annual summer peak in children's numbers is extremely difficult. This fund ensures we can retain a permanent part-time member of staff and retain them when the initial budget for a financial year shows significant net payments.</p> <p>The remaining monies have been split between the buildings fund £46,809 for the future repair and the next replacement of the building. With the remaining £10,531 used for projects, the further repairs fund and development of the outside area and to cover any losses associated with the dip in numbers this year.</p>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	No funds are materially in deficit.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

### 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	<p>The principle sources of funds are the Early Years Foundation Stage (EYFS) funding grants for 3 and 4 year olds, fees from parents who are not eligible or are claiming their EYFS grants elsewhere and fundraising.</p> <p>We are very grateful to all those who supported us with our fundraising. The ongoing fundraising means that we do not have to introduce charges children for snacks and consumables.</p> <p>We are grateful to those who have supported us throughout the year in a variety of different ways. We would like particularly to acknowledge the significant support from Oldfield Primary School, the United Reformed Church and the library and local shops, and all our volunteers. But we also must not forget all the parents, grandparents and carers of the children who are continually asked to contribute either by donating gifts or giving up their time.</p> <p>Our key aim with all our expenditure is to ensure that all children can participate in our activities and have the best possible outcomes from their time with us.</p> <p>No trustees received any remuneration during the year.</p>
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Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	<p>The principal risks facing Oldfield Pre-School are</p> <ul style="list-style-type: none"> <li>• A significant reduction in children who wish to attend</li> <li>• The continued freeze / minimal increases on the amount of Early Years Foundation Stage Funding from the government, whilst statutory minimum wage levels increase significantly.</li> <li>• Further changes in the funding formula by CWAC for the Early Years Foundation Stage Funding leading to below inflation increases or a reduction in the amount received per hour.</li> </ul>
Other		

### Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Early Years Alliance (formerly Pre-School Learning Alliance) Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust deed – updated 10 <sup>th</sup> June 2010
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	Elected by the membership (parents of the Pre-School children)

### 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 Pre-School is run by the members of the committee (trustees) in conjunction with the manager of the Pre-School. All trustees are provided with a copy of the Statutory Framework for Early Years Foundation Stage in order to understand the legal requirements and standards that the Pre-School need to achieve.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Oldfield Pre-School is run by the trustees who are usually parents of current or past Pre-School children, and by the manager and deputy manager.
Relationship with any related parties	Para 1.51	The Pre-School is linked into the Early Years Alliance and has close links with the Early Years Section of Cheshire West and Chester Council.
Other		There are systems and procedures in place to minimise risk in all aspects of the Pre-School's day-to-day running, and to ensure the safety of all concerned. Pre-School risk

		assessments are carried out on a daily basis, with follow up actions being reviewed on a monthly basis or sooner if deemed necessary eg. Any safeguarding issues are followed up in line with the statutory requirements. A yearly risk assessment of all aspects of the Pre-School is undertaken on an annual basis.
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**Reference and Administrative details**

Charity name	Oldfield Pre-School
Other name the charity uses	N/A
Registered charity number	1018094
Charity's principal address	Oldfield Pre-School, Oldfield Primary School, Green Lane, Vicars Cross, Chester, CH3 5LB

**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.	Kate Thomson	Chair		
2.	Claire Brewer	Trustee	To 11/06/2025	
3.	Laura Paddock	Secretary from 11/06/2025		
4.	Rebecca Danby	Treasurer	To 11/06/2025	
5.	Rebecca Danby	Trustee	From 11/06/2025	
6.	Tugba Yildirim	Trustee		
7.	Kerrie Breslin	Treasurer	From 11/06/2025	
8.	Steven Taylor	Trustee	From 11/06/2025	
9.	Lauren Close	Trustee	From 11/06/2025	

**Corporate trustees – names of the directors at the date the report was approved**

Director name		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year	

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	N/A
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
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**Additional information (optional)**

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
Independent Examiner	Nina Hughes	Hatcher Hughes Limited Cassidy House, Station Road, Chester, CH1 3DW

**Name of chief executive or names of senior staff members (Optional information)**

Emma Foster Acting Manager 16<sup>th</sup> September 2023 to 20<sup>th</sup> October 2024  
Nicky Dutton Manager from 21<sup>st</sup> October 2024

**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)		
	<a href="#">Katie Thomson (Mar 23, 2026 13:59:20 GMT)</a>	<a href="#">Laura paddock (Mar 23, 2026 17:02:07 GMT)</a>
Full name(s)	Kate Thomson	Laura Paddock
Position (eg Secretary, Chair, etc)	Chair	Secretary

Date	23/03/2026	23/03/2026
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**Receipts and payments accounts**

For the period from	9/1/2024	To	8/31/2025
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**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>					
Donations & Grants inc Gift Aid	357.86	3,896.08	-	4,254	3,882
Fundraising	1,826.28		-	1,826	362
Bank Interest	3,223.82		-	3,224	2,190
Government Funding	115,973.54		-	115,974	81,884
Parental Fees	21,318.55		-	21,319	33,932
Additional Activity Fees			-	-	-
SEND, Deprivation and EYPP funding		5,238.24	-	5,238	-
Miscellaneous			-	-	-
Other Income - NMRU Milk Claims	465.80		-	466	387
			-	-	-
			-	-	-
<b>Sub total (Gross income for AR)</b>	<b>143,166</b>	<b>9,134.32</b>	<b>-</b>	<b>152,300</b>	<b>122,636</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>143,166</b>	<b>9,134.32</b>	<b>-</b>	<b>152,300</b>	<b>122,635.77</b>
<b>A3 Payments</b>					
Accountants	420.00		-	420	420
Bank charges	61.00		-	61	60
Consumables	2,965.82		-	2,966	2,796
Cost of Fundraising	494.69		-	495	193
Travel & Subsistence Expenses & DBS			-		
	299.73		-	300	13
Extra Curricular Pre-school Activities	61.00		-	61	91
Insurance	1,490.64		-	1,491	1,697
IT	1,391.61		-	1,392	446
Marketing	337.60		-	338	
Memberships	1,031.95		-	1,032	389
Miscellaneous	464.06		-	464	235
Payroll Costs	1,042.56		-	1,043	809
Phone & Postage	526.94		-	527	438
Rent and Rates	2,100.00		-	2,100	2,100
Repairs and Maintenance	3,770.48		-	3,770	899
Toys, furniture and Equipment	821.07	528.24	-	1,349	1,781
Training			-		
	409.04	630.00	-	1,039	909
Utilities	2,663.21		-	2,663	3,274
Wages Salaries & National Insurance & Pension	115,615.97	7,910.02	-	123,526	98,615
New Building Project including playground refurb			-	-	-
<b>Sub total</b>	<b>135,967</b>	<b>9,068.26</b>	<b>-</b>	<b>145,035.63</b>	<b>115,165</b>
<b>A4 Asset and investment purchases, (see table)</b>					
New Building Final Instalment			-	-	
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>135,967</b>	<b>9,068.26</b>	<b>-</b>	<b>145,036</b>	<b>115,165</b>
<b>Net of receipts/(payments)</b>	<b>7,198</b>	<b>66.06</b>	<b>-</b>	<b>7,265</b>	<b>7,471</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>143,068</b>			<b>143,068</b>	<b>135,597</b>
<b>Cash funds this year end</b>	<b>150,266</b>	<b>1 66.06</b>		<b>150,332.36</b>	<b>143,068</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>	Caf Bank	63,793	66.06	-
	Virgin Bank	60,364		-
	Unpresented Cheques			-
	WCCU bank	25,899		-
	Cash	211		-
	<b>Total cash funds</b>		<b>150,266.30</b>	<b>66.06</b>
	account(s)	OK	OK	OK
<b>B2 Other monetary assets</b>	<b>Details</b>	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Pre-School Building	Unrestricted	-	-
	Furniture, Fixtures and Fittings	Unrestricted	-	-
	Computers and other equipment	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>	Fund to which liability relates	Amount due (optional)	When due (optional)
	Independent Examiner fee 2024-25	unrestricted	420	
	Redundancy paid in Sept 25	unrestricted	1,754	
	Payroll error paid in Sept & Oct 25	unrestricted	1,252	
	Utilities due in 24-25 paid in Oct	unrestricted	283	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Laura Paddock	23/03/2026	
		Kate Thomson	23/03/2026	



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Oldfield Pre-School

**On accounts for the year  
ended**

31 August 2025

**Charity no  
(if any)**

1018094

**Set out on pages**

Receipts and Payments Account and Statement of Assets and Liabilities.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 2025.

**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 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.

**Signed:**

**Date:**

25 March 2026

**Name:**

Nina Hughes F.C.C.A

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

Fellow of The Association of Chartered Certified Accountants

**Address:**

Hatcher Hughes Limited

Cassidy House, Station Road

Chester, CH1 3DW

**Section B**

**Disclosure**

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.**

A large, empty rectangular box with a thin black border, occupying the majority of the page's width and height. It is intended for the user to provide details as requested in the text to its left.

**OLDFIELD PRE-SCHOOL**

England & Wales - Charity number 1018094

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# Accounts

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**Trustees' Annual Report for the period**

**From 1<sup>st</sup> September 2023 Period start date To 31<sup>st</sup> August 2024 Period end date**

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**Charity registration number: 1018094**

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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 Pre-School ran sessions for children ages 2.5 - 4 years, with a maximum of 24 children per session. Morning and afternoon sessions were 3 hours duration each and whole day sessions of 7 hours were also available. Sessions over lunch lasting 0.75 hours were also available for children who attended in a morning or afternoon. There were 39 different children who attended one or more sessions per week during the year.</p> <p>We regularly visited the local library and took children on walks around the area and to the local park. We again supported the local Vicars Cross Fun Day by running a fundraising activity stall which raised funds the Pre-School. We provided a placement for 1 Duke of Edinburgh scheme volunteer.</p> <p>As the Pre-School is located on the site of Oldfield Primary School, it enables children to have a smooth and comfortable transition to a school environment. We offered transition meetings for all schools that the children moved on to</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The charity trustees have complied with the Public Benefit requirement in section 17 of the Charities Act 2011 to have due regard to guidance published by the Commission.

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### Additional information (optional)

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Review of the charity's financial position at the end of the period	Para 1.21	With improved interest rates, and the grant to support the EYITT, on a receipts and payments basis, Oldfield Pre-School had net receipts of £7,471 on normal operational activities
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The level of reserves is set as a worst case scenario at the value required to close down the Pre-School without any trustees incurring liability for the close down costs. The level of reserves required is calculated based on the sum estimated to cover the following.</p> <ul style="list-style-type: none"> <li>• Statutory redundancy costs for all staff</li> <li>• Annual Independent Examination fees</li> <li>• One month's operational running cost to allow for clearing already incurred costs – e.g. utilities / unpaid suppliers, 4 weeks staff notice.</li> </ul> <p>After the reserves requirement is met, all excess of income over expenditure monies are put to the contingency fund (1 month's expenditure) and the other designated funds to cover future projects and expenditure.</p>
Amount of reserves held	Para 1.22	<p>Due to increases in salary costs, a proposed new 5-year lease and therefore increased monthly operating costs, our unrestricted reserves totaled £142,058 as of 31 August 2024.</p> <p>Funds allocated as General operating reserves were in the sum of £59,171. The contingency fund is remaining at £10,000. The balance of the monies held are split into the following funds:</p> <p>The staffing fund £20,000.</p> <p>For more than the last 10 years, the initial budget for any financial year has shown net payments, but the year-end figure has always been for net receipts on normal operational activity as more families request sessions throughout the year. Recruiting temporary staff to cover the annual summer peak in children's numbers is extremely difficult. This fund ensures we can retain a permanent part time member of staff and retain</p>

		<p>them when the initial budget for a financial year shows significant net payments.</p> <p>The remaining monies have been split between the buildings fund £40,309 for the future repair and the next replacement of the building . With the remaining £12,578 used for the further repairs fund and development of the outside area and our overall activities.</p>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	No funds are materially in deficit.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

### 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	<p>The principle sources of funds are the Early Years Foundation Stage (EYFS) funding grants for 3 and 4 year olds, fees from parents who are not eligible or are claiming their EYFS grants elsewhere and fundraising.</p> <p>We are very grateful to all those who supported us with our fundraising. The ongoing fundraising means that we do not have to introduce charges children for snacks and consumables.</p> <p>We are grateful to those who have supported us throughout the year in a variety of different ways. We would like particularly to acknowledge the significant support from Oldfield Primary School, the United Reformed Church and the library and local shops, and all our volunteers. But we also must not forget all the parents, grandparents and carers of the children who are continually asked to contribute either by donating gifts or giving up their time.</p> <p>Our key aim with all our expenditure is to ensure that all children can participate in our activities and have the best possible outcomes from their time with us.</p> <p>No trustees received any remuneration during the year.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	<p>The principal risks facing Oldfield Pre-School are</p> <ul style="list-style-type: none"> <li>• A significant reduction in children who wish to attend,,</li> <li>• The lack of an extended day (opening only 08:30-15:30), as the primary school is now extending their day.</li> </ul>

		<ul style="list-style-type: none"> <li>• The continued freeze / minimal increases on the amount of Early Years Foundation Stage Funding from the government, whilst statutory minimum wage levels increase significantly.</li> <li>• Further changes in the funding formula by CWAC for the Early Years Foundation Stage Funding leading to below inflation increases or a reduction in the amount received per hour.</li> </ul>
Other		

### Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Early Years Alliance (formerly Pre-School Learning Alliance) Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust deed – updated 10 <sup>th</sup> June 2010
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	Elected by the membership (parents of the Pre-School children)

### 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 Pre-School is run by the members of the committee (trustees) in conjunction with the manager of the Pre-School. All trustees are provided with a copy of the Statutory Framework for Early Years Foundation Stage in order to understand the legal requirements and standards that the Pre-School need to achieve.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Oldfield Pre-School is run by the trustees who are usually parents of current or past Pre-School children, and by the manager and deputy manager.
Relationship with any related parties	Para 1.51	The Pre-School is linked into the Early Years Alliance and has close links with the Early Years Section of Cheshire West and Chester Council.
Other		There are systems and procedures in place to minimise risk in all aspects of the Pre-School's day-to-day running, and to ensure the safety of all concerned. Pre-School risk assessments are carried out on a daily basis, with follow up actions being reviewed on a monthly basis or sooner if deemed necessary eg. Any safeguarding issues are followed up in line with the statutory requirements. A yearly risk assessment of all aspects of the Pre-School is undertaken on an annual basis.

**Reference and Administrative details**

Charity name	Oldfield Pre-School
Other name the charity uses	N/A
Registered charity number	1018094
Charity's principal address	Oldfield Pre-School, Oldfield Primary School, Green Lane, Vicars Cross, Chester, CH3 5LB

**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.	Alex Bullen	Chair To 23/05/2023 Secretary from 23/05/2023		
2.	Claire Brewer	Trustee		
3.	Kate Thomson	Chair from 23/05/2023		
4.	Laura Paddock	Trustee		
5.	Hannah Seddon	Trustee	To 14/05/2024	
6.	Claire Davies	Treasurer	To 14/05/2024	
7.	Rebecca Danby	Treasurer	From 14/05/2024	
8.	Tugba Yildirim	Trustee	From 14/05/2024	

**Corporate trustees – names of the directors at the date the report was approved**

Director name		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year	

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	N/A
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

**Additional information (optional)**

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
Independent Examiner	Nina Hughes	Hatcher Hughes Limited Cassidy House, Station Road, Chester, CH1 3DW

**Name of chief executive or names of senior staff members (Optional information)**

Jeanette Joliffe, Manager September 2011 to June 2023  
Emma Foster Acting Manager since 16<sup>th</sup> September 2023

**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)	 <a href="#">Katie Thomson (May 1, 2025 15:37 GMT+1)</a>	 <a href="#">Claire Brewer (May 1, 2025 13:26 GMT+1)</a>
Full name(s)	Kate Thomson	Claire Brewer
Position (eg Secretary, Chair, etc)	Chair	Trustee
Date	01/05/2025	01/05/2025



## Receipts and payments accounts

For the period from	01/09/2023	To	31/08/2024
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### 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>					
Donations & Grants inc Gift Aid	382	3,500.00	-	3,882	516
Fundraising	362		-	362	935
Bank Interest	2,190		-	2,190	809
Early Years Foundation Stage Grant	81,884		-	81,884	79,846
Parental Fees	33,932		-	33,932	30,403
Additional Activity Fees			-	-	
Inclusion support funding			-	-	2,430
Miscellaneous			-	-	20
Other Income - NMRU Milk Claims	387		-	387	388
			-	-	
			-	-	
<b>Sub total (Gross income for AR)</b>	<b>119,136</b>	<b>3,500.00</b>	<b>-</b>	<b>122,636</b>	<b>115,346</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>119,136</b>	<b>3,500.00</b>	<b>-</b>	<b>122,636</b>	<b>115,346.22</b>
<b>A3 Payments</b>					
Accountants	420		-	420	384
Bank charges	60		-	60	60
Consumables	2,796		-	2,796	2,568
Cost of Fundraising events	193		-	193	452
Travel & Subsistence Expenses & DBS			-		
	13		-	13	55
Extra Curricular Pre-school Activities	91		-	91	61
Insurance	1,697		-	1,697	1,417
IT	446		-	446	1,748
Memberships	389		-	389	368
Miscellaneous	235		-	235	9
Payroll Costs	809		-	809	689
Phone & Postage	438		-	438	448
Rent and Rates	2,100		-	2,100	1,800
Repairs and Maintenance	899		-	899	2,070
Toys, furniture and Equipment	1,781		-	1,781	330
Training	729	180.00	-	909	421
Utilities	3,274		-	3,274	3,442
Wages Salaries & National Insurance & Pension	95,295	3,320.00	-	98,615	86,584
New Building Project including playground refurb			-	-	
<b>Sub total</b>	<b>111,665</b>	<b>3,500.00</b>	<b>-</b>	<b>115,165</b>	<b>102,906</b>
<b>A4 Asset and investment purchases, (see table)</b>					
New Building Final Instalment			-	-	
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>111,665</b>	<b>3,500.00</b>	<b>-</b>	<b>115,165</b>	<b>102,906</b>
<b>Net of receipts/(payments)</b>	<b>7,471</b>	<b>-</b>	<b>-</b>	<b>7,471</b>	<b>12,440</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>135,597</b>			<b>135,597</b>	<b>123,157</b>
<b>Cash funds this year end</b>	<b>143,068</b>			<b>143,068</b>	<b>135,597</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>	Caf Bank	57,493		-
	Virgin Bank	65,364		
	Unpresented Cheques			-
	WCCU bank	20,000		
	Cash	211		-
	<b>Total cash funds</b>		<b>143,068</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK



Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Pre-School Building	Unrestricted	-	-
	Furniture, Fixtures and Fittings	Unrestricted	-	-
	Computers and other equipment	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Fees overpayment in Aug 2024 carried forward to 2024-25	unrestricted	420	
	Independent Examiner fee 2022-2023	unrestricted	420	
	Unpaid Invoices for work done during summer holidays (fire extinguisher checks, YPO)	unrestricted	170	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
 <small>Katie Thomson (May 1, 2025 15:37 GMT+1)</small>	Kate Thomson	
 <small>Claire Brewer (May 1, 2025 13:26 GMT+1)</small>	Claire Brewer	01/05/2025



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Oldfield Pre-School

**On accounts for the year  
ended**

31 August 2024

**Charity no  
(if any)**

1018094

**Set out on pages**

Receipts and Payments and Statement of Assets and Liabilities

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 2024.

**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:**

13 May 2025

**Name:**

Nina Hughes F.C.C.A

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

Fellow of The Association of Chartered Certified Accountants

**Address:**

Hatcher Hughes Limited

Cassidy House, Station Road,

Chester, CH1 3DW

**Section B**

**Disclosure**

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.**

**OLDFIELD PRE-SCHOOL**

England & Wales - Charity number 1018094

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# Accounts

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**Trustees' Annual Report for the period**

**From 1<sup>st</sup> September 2022 Period start date To 31<sup>st</sup> August 2023 Period end date**

**Charity name: Oldfield Pre-School**

**Charity registration number: 1018094**

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Our aim is to provide a safe and stimulating, healthy, happy and caring environment, in which a child can play whilst developing socially, emotionally, physically and cognitively.
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 Pre-School ran sessions for children ages 2.5 - 4 years, with a maximum of 24 children per session. Morning and afternoon sessions were 3 hours duration each and whole day sessions of 7 hours were also available. Sessions over lunch lasting 0.75 hours were also available for children who attended in a morning or afternoon. There were 44 different children who attended one or more sessions per week during the year.</p> <p>We regularly visited the local library and took children on walks around the area and to the local park. We again supported the local Vicars Cross Fun Day by running the raffle which raised funds the Pre-School.</p> <p>We provided a placement for a student studying an NVQ 3 in Health and Social care, 2 students considering careers in education and 2 Duke of Edinburgh scheme volunteers.</p> <p>As the Pre-School is located on the site of Oldfield Primary School, it enables children to have a smooth and comfortable transition to a school environment. We offered transition meetings for all schools that the children moved on to</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The charity trustees have complied with the Public Benefit requirement in section 17 of the Charities Act 2011 to have due regard to guidance published by the Commission.

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We do not give grants.

Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	We are grateful for the support of volunteers, many parents and relatives assist around raising funds for the Pre-School.
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 Pre-School gives the children lots of opportunities to explore their world and local environment through play based activities. We have endeavored to build children's self-confidence, self-esteem and self-reliance; and given them an understanding of how to keep safe and live a healthy life. Children have had opportunities to learn about multi-cultural celebrations</p> <p>Most children attend for full days, for those that only attend for half days, lunchtime sessions continue to be popular. Having children attending over lunch time is recognised by Oldfield Primary School as assisting children in their transition to Primary school. By increasing the children's independence at lunchtimes and getting them used to eating with other children, the Pre-School children have found lunch times to be less daunting when they move up to Reception class, which has helped them to settle into the school day.</p> <p>The Pre-School was reassessed by Ofsted and was graded as good. This shows the strength and depth of the staff team as the manager was on long term sick at the time of the Ofsted inspection. Staff have been acting up to cover the manager role, and the Pre-School is taking the opportunity to review the management roles and structure it wishes to implement to carry on taking the pre-school forward.</p> <p>An unused area of Oldfield Primary School has been provided as an extension to the Pre-School playground. Works were undertaken over the summer to reconfigure our fences to enable access to this area. The extension of the outdoor area has significantly increased the area available for children to play. The increased space will enable us to zone areas for quiet play and for using the trikes and scooters, and as a result expand the range of different activities that can be undertaken outside.</p> <p>We received a £500 grant from the Chester Bluecoat Charity towards this work.</p> <p>With the manager off on long term sick for most of the year, there was limited fundraising. We did successfully raise the following:</p>

		<ul style="list-style-type: none"> <li>• Christmas Activity Fundraiser £195</li> <li>• Raffle and additional fundraising activities at the Vicars Cross Fun Day £365.56</li> <li>• Promoting AmazonSmile and Easyfundraising as ways parents can fundraise while online shopping £117.13</li> </ul>
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### 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	
Other		

### Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Due to a significant number of children unexpectedly applying to join us from January 2023, on a receipts and payments basis, Oldfield Pre-School had net receipts of 12,440 on normal operational activities</p> <p>During the Cheshire West and Chester Council funding audit, it was confirmed that the £4 restricted funds remaining from an historic grant for Early Years Inclusion Funding could be moved to unrestricted funds as it would have been used as part of our general additional support for the child for whom we received the grant.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The level of reserves is set as a worst case scenario at the value required to close down the Pre-School without any trustees incurring liability for the close down costs. The level of reserves required is calculated based on the sum estimated to cover the following.</p> <ul style="list-style-type: none"> <li>• Statutory redundancy costs for all staff</li> <li>• Annual Independent Examination fees</li> <li>• One month's operational running cost to allow for clearing already incurred costs – e.g. utilities / unpaid suppliers, 4 weeks staff notice.</li> </ul> <p>After the reserves requirement is met, all excess of income over expenditure monies are put to the contingency fund (1 month's expenditure) and the other designated funds to cover future projects and expenditure.</p>

Amount of reserves held	Para 1.22	<p>With the resignation of the manager who was our longest serving member of staff the reserves reduced to £43,373. The contingency fund is remaining at £10,000. The balance of the monies held are split into the following funds.</p> <p>The staffing fund £20,000.</p> <p>For more than the last 10 years, the initial budget for any financial year has shown net payments, but the year end figure has always been for net receipts on normal operational activity as more families request sessions throughout the year. Recruiting temporary staff to cover the annual summer peak in children's numbers is extremely difficult. This fund ensures we can retain a permanent part time member of staff, and retain them when the initial budget for a financial year shows significant net payments.</p> <p>The remaining monies have been split between the buildings fund £43,670 for the future repair and the next replacement of the building . With the remaining £15,322 used for further repairs and development of the outside area and our overall activities.</p>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	No funds are materially in deficit.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

#### **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	<p>The principle sources of funds are the Early Years Foundation Stage (EYFS) funding grants for 3 and 4 year olds, fees from parents who are not eligible or are claiming their EYFS grants elsewhere and fundraising.</p> <p>We are very grateful to all those who supported us with our fundraising. The ongoing fundraising means that we do not have to introduce charges children for snacks and consumables.</p> <p>We are grateful to those who have supported us throughout the year in a variety of different ways. We would like particularly to acknowledge the significant support from Oldfield Primary School, the United Reformed Church, local shops, the Centurion pub, and all our volunteers. But we also must not forget all the parents, grandparents and carers of the children who are continually asked to contribute either by donating gifts or giving up their time.</p> <p>Our key aim with all our expenditure is to ensure that all children can participate in our activities and have the best</p>
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		possible outcomes from their time with us. No trustees received any remuneration during the year.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	The principal risks facing Oldfield Pre-School are <ul style="list-style-type: none"> <li>• A significant reduction in children who wish to attend,</li> <li>• The continued freeze / minimal increases on the amount of Early Years Foundation Stage Funding from the government, whilst statutory minimum wage levels increase significantly.</li> <li>• Further changes in the funding formula by CWAC for the Early Years Foundation Stage Funding leading to below inflation increases or a reduction in the amount received per hour.</li> </ul>
Other		

### Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Early Years Alliance (formerly Pre-School Learning Alliance) Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust deed – updated 10 <sup>th</sup> June 2010
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	Elected by the membership (parents of the Pre-School children)

### 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 Pre-School is run by the members of the committee (trustees) in conjunction with the manager of the Pre-School. All trustees are provided with a copy of the Statutory Framework for Early Years Foundation Stage in order to understand the legal requirements and standards that the Pre-School need to achieve.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Oldfield Pre-School is run by the trustees who are usually parents of current or past Pre-School children, and by the manager and deputy manager.
Relationship with any related parties	Para 1.51	The Pre-School is linked into the Early Years Alliance and has close links with the Early Years Section of Cheshire West and Chester Council.

Other		There are systems and procedures in place to minimise risk in all aspects of the Pre-School's day-to-day running, and to ensure the safety of all concerned. Pre-School risk assessments are carried out on a daily basis, with follow up actions being reviewed on a monthly basis or sooner if deemed necessary eg. Any safeguarding issues are followed up in line with the statutory requirements. A yearly risk assessment of all aspects of the Pre-School is undertaken on an annual basis.
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#### Reference and Administrative details

Charity name	Oldfield Pre-School
Other name the charity uses	N/A
Registered charity number	1018094
Charity's principal address	Oldfield Pre-School, Oldfield Primary School, Green Lane, Vicars Cross, Chester, CH3 5LB

#### 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.	Alex Bullen	Chair To 23/05/2023 Secretary from 23/05/2023		
2.	Claire Brewer	Trustee		
3.	David Thomson	Treasurer	To 23/05/2023	
4.	Kate Thomson	Chair from 23/05/2023		
5.	Mark Fairhurst	Trustee	To 28/02/2023	
6.	Nicola Lasikiewicz	Secretary from 24/05/2022	To 23/05/2023	
7.	Hannah Webb	Trustee	To 23/05/2023	
8.	Laura Paddock	Trustee		
9.	Hannah Seddon	Trustee		
10.	Claire Davies	Treasurer	From 23/05/2023	

#### Corporate trustees – names of the directors at the date the report was approved

Director name		

#### Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

#### Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
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

**Additional information (optional)**

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
Independent Examiner	Nina Hughes	Hatcher Hughes Limited Cassidy House, Station Road, Chester, CH1 3DW

**Name of chief executive or names of senior staff members (Optional information)**

Jeanette Joliffe, Manager September 2011 to June 2023  
 Emma Foster Acting Manager since 16<sup>th</sup> September 2023

**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)	 <small>Kate Thomson (Mar 14, 2024 12:32 GMT)</small>	 <small>Claire Davies (Mar 14, 2024 12:23 GMT)</small>
Full name(s)	Kate Thomson	Claire Davies
Position (eg Chair, Treasurer, etc)	Chair	Treasurer
Date	Mar 14, 2024	Mar 14, 2024



## Receipts and payments accounts

CC16a

For the period  
from

01/09/2022

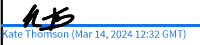

To

31/08/2023

### 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 £
<b>A1 Receipts</b>					
Donations & Grants inc Gift Aid	516		-	516	1,011
Fundraising	935		-	935	2,194
Bank Interest	809		-	809	120
Early Years Foundation Stage Grant	79,846		-	79,846	83,065
Parental Fees	30,403		-	30,403	25,066
Additional Activity Fees			-	-	
Inclusion support funding	2,430		-	2,430	2,016
Miscellaneous	20		-	20	
Other Income - NMRU Milk Claims	388		-	388	
			-	-	
			-	-	
<b>Sub total (Gross income for AR)</b>	<b>115,346</b>	<b>-</b>	<b>-</b>	<b>115,346</b>	<b>113,472</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>115,346</b>	<b>-</b>	<b>-</b>	<b>115,346</b>	<b>113,471.54</b>
<b>A3 Payments</b>					
Accountants	384		-	384	336
Bank charges	60		-	60	94
Consumables	2,568		-	2,568	2,648
Cost of Fundraising events	452		-	452	487
Travel & Subsistence Expenses & DBS	55		-	55	80
Extra Curricular Pre-school Activities	61		-	61	35
Insurance	1,417		-	1,417	1,327
IT	1,748		-	1,748	606
Memberships	368		-	368	234
Miscellaneous	9		-	9	88
Payroll Costs	689		-	689	806
Phone & Postage	448		-	448	406
Rent and Rates	1,800		-	1,800	1,800
Repairs and Maintenance	2,070		-	2,070	644
Toys, furniture and Equipment	330		-	330	1,882
Training	421		-	421	50
Utilities	3,442		-	3,442	2,089
Wages Salaries & National Insurance & Pension	86,584		-	86,584	81,432
New Building Project including playground refurb			-	-	12,040
<b>Sub total</b>	<b>102,906</b>	<b>-</b>	<b>-</b>	<b>102,906</b>	<b>107,085</b>
<b>A4 Asset and investment purchases. (see table)</b>					
New Building Final Instalment			-	-	43,337
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>43,337</b>
<b>Total payments</b>	<b>102,906</b>	<b>-</b>	<b>-</b>	<b>102,906</b>	<b>150,422</b>
<b>Net of receipts/(payments)</b>	<b>12,440</b>	<b>-</b>	<b>-</b>	<b>12,440</b>	<b>- 36,951</b>
<b>A5 Transfers between funds</b>	<b>4</b>	<b>- 4.00</b>	<b>-</b>	<b>-</b>	
<b>A6 Cash funds last year end</b>	<b>123,153</b>	<b>4.00</b>	<b>-</b>	<b>123,157</b>	<b>160,107</b>
<b>Cash funds this year end</b>	<b>135,597</b>	<b>-</b>	<b>-</b>	<b>135,597</b>	<b>123,157</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>	Caf Bank	50,386		-
	Virgin Bank	85,000		-
	Unpresented Cheques			-
	Cash	211		-
	<b>Total cash funds</b>		<b>135,597</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	<b>Details</b>	-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	-	-	-
	Pre-School Building	Unrestricted	-	-
	Furniture, Fixtures and Fittings	Unrestricted	-	-
	Computers and other equipment	Unrestricted	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B5 Liabilities</b>	<b>Details</b>	-	-	-
	Access & Inclusion Grant	restricted	4	-
	Fees overpayment in Aug 2023 carried forward to 2023-24	unrestricted	1,604	-
	Annualised hours expected overtime incurred April to August	unrestricted	825	-
	Independent Examiner fee 2022-2023	unrestricted	400	-
	Unpaid Invoices for work done during summer holidays (burglar alarm repair, fire extinguisher checks)	unrestricted	396	-
		<b>3,228</b>	-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	 <small>Kate Thomson (Mar 14, 2024 12:32 GMT)</small>	Kate Thomson	Mar 14, 2024	
	 <small>Claire Davies (Mar 14, 2024 12:23 GMT)</small>	Claire Davies	Mar 14, 2024	



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Oldfield Pre-School

**On accounts for the year  
ended**

31 August 2023

**Charity no  
(if any)**

1018094

**Set out on pages**

Receipts and Payments Accounts and Statement of Assets and Liabilities

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 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 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.

**Signed:**

**Date:**

18 March 2024

**Name:**

Nina Hughes F.C.C.A

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

Fellow of The Association of Chartered Certified Accountants

**Address:**

Hatcher Hughes Limited

Cassidy House, Station Road,

Chester, CH1 3DW

**Section B**

**Disclosure**

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

**OLDFIELD PRE-SCHOOL**

England & Wales - Charity number 1018094

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# Accounts

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**Trustees' Annual Report for the period**

**From: 1<sup>st</sup> September 2021 (Period start date) to: 31<sup>st</sup> August 2022 (Period end date)**

**Charity name: Oldfield Pre-School**

**Charity registration number: 1018094**

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Our aim is to provide a safe and stimulating, healthy, happy and caring environment, in which a child can play whilst developing socially, emotionally, physically and mentally.
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 Pre-School ran sessions for children ages 2.5 - 4 years, with a maximum of 24 children per session. Morning and afternoon sessions were 3 hours duration each and whole day sessions of 7 hours were also available. Sessions over lunch lasting 0.75 hours were also available for children who attended in a morning or afternoon. There were 41 different children who attended one or more sessions per week during the year.</p> <p>With the new building, which opened in September 2021, for the first time in over 10 years we did not have a waiting list, nor did we have to cap the maximum number of sessions available.</p> <p>With the reduction and ending of Covid restrictions, we started to be able to visit the local library and take children to the local park again. We again supported the local Vicars Cross Fun Day by running the raffle which raised funds for the Pre-School.</p> <p>We provided a placement for a student studying an NVQ 3 in Health and Social care.</p> <p>As the Pre-School is located on the site of Oldfield Primary School, it enables children to have a smooth and comfortable transition to a school environment. We offered transition meetings for all schools that the children moved on to.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the	Para 1.18	The charity trustees have complied with the Public Benefit requirement in section 17 of the Charities Act 2011 to have due regard to guidance published by the Commission.

Charity Commission on public benefit		
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### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We do not give grants.
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	We are grateful for the support of volunteers. Many parents and relatives assist around raising funds for the Pre-School.
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 Pre-School has given the children lots of opportunities to explore their world and local environment through play-based activities. We have endeavoured to build children's self-confidence, self-esteem and self-reliance; and given them an understanding of how to keep safe and live a healthy life. Children have had opportunities to learn about multi-cultural celebrations.</p> <p>The new building was up and running for the beginning of term on time and slightly under budget. This enabled us to also improve our outside area, with the removal of the temporary decking put in when the building was installed and the replacement of the playground surface in February half term.</p> <p>Most children now attend for full days, for those that only attend for half days, lunchtime sessions continue to be popular. Having children attending over lunch time is recognised by Oldfield Primary School as assisting children in their transition to Primary school. By increasing the children's independence at lunchtimes and getting them used to eating with other children, the Pre-School children have found lunch times to be less daunting when they move up to Reception class, which has helped them to settle into the school day.</p> <p>The continued placement of a paid administrator enables us to offer ad hoc sessions to children where spaces were empty having been reserved for children starting later in the year, or due to children dropping sessions. This was a benefit to local parents through increased flexibility and in generating additional income for the Pre-School.</p>

		<p>We held a well-attended Open morning to enable prospective parents to see inside our setting.</p> <p>The major thrust of fundraising has been for the replacement building project and for replacing the playground. With limited fundraising activities able to be undertaken due to Coronavirus restrictions, most of the fundraising has been online. As well as selling Pre-School bags and uniform, the following fundraising events were undertaken, and the following amounts were raised:</p> <ul style="list-style-type: none"> <li>• Children designed Christmas Cards, tea towels, etc: £152.75</li> <li>• Raffle at the Vicars Cross Fun Day: £546</li> <li>• Bingo Night: £600</li> <li>• Promoting 'AmazonSmile' and 'Easy Fundraising' as ways parents can fundraise while online shopping: £120.88</li> <li>• We received a grant from The Entertainer for £1000 which was put towards the outside area.</li> </ul>
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### 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	
Other		

### Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>On a receipts and payments basis, Oldfield Pre-School had net receipts of £6,387 on normal operational activities but due to the final payment for the replacement building had overall net payments on unrestricted monies of £31,825.</p> <p>All grant monies received, and traceable donations made specifically for the replacement building held in the restricted fund have now been spent. The balance of the buildings and reserves funds are unrestricted but designated to these funds by Oldfield Pre-School.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The level of reserves is set as a worst-case scenario at the value required to close down the Pre-School without any trustees incurring liability for the close down costs. The level of reserves required is calculated based on the sum estimated to cover the following.</p>

		<ul style="list-style-type: none"> <li>• Statutory redundancy costs for all staff</li> <li>• Annual Independent Examination fees</li> </ul> <ul style="list-style-type: none"> <li>• One month's operational running cost to allow for clearing already incurred costs – e.g., utilities / unpaid suppliers, 4 weeks staff notice.</li> </ul> <p>After the reserves requirement is met, all excess of income over expenditure monies are put to the contingency fund (1 month's expenditure) and the other designated funds to cover future projects and expenditure</p>
Amount of reserves held	Para 1.22	<p>Due to increases in salary costs and therefore monthly operating costs, the reserves are £54,501. The contingency fund is remaining at £10,000. The balance of the monies held are split into the following funds.</p> <p>With Covid becoming endemic and the removal of Covid isolation restrictions, we have renamed the Covid support costs as the staffing fund and increased this to £20,000.</p> <p>For more than the last 10 years, the initial budget for any financial year has shown net payments, but the year-end figure has always been for net receipts on normal operational activity as more families request sessions throughout the year. Recruiting temporary staff to cover the annual summer peak in children's numbers is extremely difficult. This fund ensures we can add a further permanent part time member of staff and retain them when the initial budget for a financial year shows net payments.</p> <p>The remaining monies of £37,170 have been applied to the premises fund. Whilst it is not expected that there will be significant expenditure on the premises in the next few years, premises expenditure when needed can be significant.</p>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	No funds are materially in deficit.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

#### **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 principle sources of funds are the Early Years Foundation Stage (EYFS) funding grants for 3 and 4 year old's, fees from parents who are not eligible or are claiming their EYFS grants elsewhere and fundraising.
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		<p>We are very grateful to all those who supported us with our fundraising. Whilst most of the fundraising has been for the replacement building project, some has been used to enhance the experience of the children and continue to maintain the building.</p> <p>We are grateful to those who have supported us throughout the year in a variety of different ways. We would like particularly to acknowledge the significant support from Oldfield Primary School, the United Reformed Church, local shops, the Centurion pub, and all our volunteers. But we also must not forget all the parents, grandparents and carers of the children who are continually asked to contribute either by donating gifts or giving up their time.</p> <p>Our key aim with all our expenditure is to ensure that all children can participate in our activities and have the best possible outcomes from their time with us.</p> <p>No trustees received any remuneration during the year.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	<p>The principal risks facing Oldfield Pre-School are</p> <ul style="list-style-type: none"> <li>• A significant reduction in children who wish to attend,</li> <li>• The continued freeze / minimal increases on the amount of Early Years Foundation Stage Funding from the government, whilst statutory minimum wage levels increase significantly.</li> <li>• Further changes in the funding formula by CWAC for the Early Years Foundation Stage Funding leading to below inflation increases or a reduction in the amount received per hour.</li> </ul>
Other		

### Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Early Years Alliance (formerly Pre-School Learning Alliance) Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Trust deed – updated 10 <sup>th</sup> June 2010
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of	Para 1.25	Elected by the membership (parents of the Pre-School children)

any person or body entitled to appoint one or more trustees		
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**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 Pre-School is run by the members of the committee (trustees) in conjunction with the manager of the Pre-School. All trustees are provided with a copy of the Statutory Framework for Early Years Foundation Stage in order to understand the legal requirements and standards that the Pre-School need to achieve.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Oldfield Pre-School is run by the trustees who are usually parents of current or past Pre-School children, and by the manager and deputy manager.
Relationship with any related parties	Para 1.51	The Pre-School is linked into the Early Years Alliance and has close links with the Early Years Section of Cheshire West and Chester Council.
Other		There are systems and procedures in place to minimise risk in all aspects of the Pre-School's day-to-day running, and to ensure the safety of all concerned. Pre-School risk assessments are carried out daily, with follow up actions being reviewed on a monthly basis or sooner if deemed necessary e.g. Any safeguarding issues are followed up in line with the statutory requirements. A yearly risk assessment of all aspects of the Pre-School is undertaken on an annual basis.

**Reference and Administrative details**

Charity name	Oldfield Pre-School
Other name the charity uses	N/A
Registered charity number	1018094
Charity's principal address	Oldfield Pre-School, Oldfield Primary School, Green Lane, Vicars Cross, Chester, CH3 5LB

**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.	Alex Bullen	Chair		
2.	Anna Hughes	Trustee	To 24/05/2022	
3.	Claire Brewer	Secretary to 24/05/2022		
4.	David Thomson	Treasurer		
5.	Jenny Davies	Trustee	To 24/05/2022	
6.	Kate Thomson	Trustee		
7.	Mark Fairhurst	Trustee		
8.	Nicola Lasikiewicz	Secretary from 24/05/2022		
9.	Hannah Webb	Trustee	From 24/05/2022	
10.	Laura Paddock	Trustee	From 24/05/2022	
11.	Hannah Seddon	Trustee	From 13/07/2022	
12.				

**Corporate trustees – names of the directors at the date the report was approved**

Director name		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year	

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	N/A
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Name and objects of the charity on whose behalf the assets are held and how these 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

**Additional information (optional)**

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
<b>Independent Examiner</b>	Ian Walton BA, FCA	17 Lancaster Drive, Vicars Cross, Chester, Cheshire,

**Name of chief executive or names of senior staff members (Optional information)**

Jeanette Joliffe, Manager since 1<sup>st</sup> September 2011

**Exemptions from disclosure**

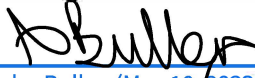

Reason for non-disclosure of key personnel details

**Other optional information**

**Declarations**

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

**Signed on behalf of the charity's trustees**

<b>Signature(s)</b>		
	Alexandra Bullen (May 10, 2023 09:12 GMT+1)	NICOLA LASIKIEWICZ (May 10, 2023 11:35 GMT+1)
<b>Full name(s)</b>	Alexandra Bullen	Nicola Lasikiewicz
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Secretary

**Date** 18 April 2023



## Receipts and payments accounts

For the period  
from

01/09/2021



To

31/08/2022

### 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>					
Donations & Grants inc Gift Aid	1,011			1,011	4,167
Fundraising	2,194			2,194	2,409
Bank Interest	120			120	172
Early Years Foundation Stage Grant	83,065			83,065	89,331
Parental Fees	25,066			25,066	21,179
1-1 support	2,016			2,016	1,512
<b>Sub total (Gross income for AR)</b>	<b>113,472</b>	<b>-</b>	<b>-</b>	<b>113,472</b>	<b>118,770</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>113,472</b>	<b>-</b>	<b>-</b>	<b>113,472</b>	<b>118,770</b>
<b>A3 Payments</b>					
Accountants	336			336	678
Bank charges	94			94	84
Consumables and Cleaning	2,648			2,648	7,764
Cost of Fundraising events	487			487	432
Travel & Subsistence Expenses & DBS	80			80	203
Extra Curricular Pre-school Activities	35			35	107
Insurance	1,327			1,327	1,070
IT	606			606	760
Memberships	234			234	233
Miscellaneous	88			88	123
Payroll Costs	806			806	507
Phone & Postage	406			406	374
Rent and Rates	1,800			1,800	1,800
Repairs and Maintenance	644			644	1,288
Toys, furniture and Equipment	1,882			1,882	677
Training	50			50	502
Utilities	2,089			2,089	1,287
Wages Salaries & National Insurance & Pension	81,432			81,432	74,217
New Building Project including playground refurb	12,040			12,040	2,338
<b>Sub total</b>	<b>107,085</b>	<b>-</b>	<b>-</b>	<b>107,085</b>	<b>94,443</b>
<b>A4 Asset and investment purchases, (see table)</b>					
New Building Second Instalment	38,212	5,126		43,337	35,154
<b>Sub total</b>	<b>38,212</b>	<b>5,126</b>	<b>-</b>	<b>43,337</b>	<b>35,154</b>
<b>Total payments</b>	<b>145,296</b>	<b>5,126</b>	<b>-</b>	<b>150,422</b>	<b>129,597</b>
<b>Net of receipts/(payments)</b>	<b>- 31,825</b>	<b>- 5,126</b>	<b>-</b>	<b>- 36,951</b>	<b>- 10,828</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>154,978</b>	<b>5,130</b>		<b>160,107</b>	<b>170,935</b>
<b>Cash funds this year end</b>	<b>123,153</b>	<b>4</b>	<b>-</b>	<b>123,157</b>	<b>160,107</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>	Caf Bank	37,942	4	-
	Virgin Bank	85,000		
	Unpresented Cheques			-
	Cash	211		-
	<b>Total cash funds</b>		<b>123,153</b>	<b>4</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	<b>Details</b>	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Pre-School Building	Unrestricted	-	-
	Furniture, Fixtures and Fittings	Unrestricted	-	-
	Computers and other equipment	Unrestricted	-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>	Fund to which liability relates	Amount due (optional)	When due (optional)
	Access & Inclusion Grant	restricted	4	
	Fees overpayment in July 2021 carried forward to 2021-22		253	
	Annualised hours expected overtime incurred April to August	unrestricted	825	
	Independent Examiner fee 2021-2022	unrestricted	400	
		<b>1,482</b>		
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	 <small>Alexandra Bullen (May 10, 2023 09:12 GMT+1)</small>	A Bullen	18 April 2023	
	 <small>NICOLA LASIKIEWICZ (May 10, 2023 11:35 GMT+1)</small>	N Lasikiewicz	18 April 2023	



**Section A Independent Examiner's Report**

**Report to the trustees/  
members of** Charity Name  
Oldfield Pre-School

**On accounts for the year  
ended** 31 August 2022 **Charity no  
(if any)** 1018094

**Which consist of** the Receipts and Payments Accounts and Statement of Assets & Liabilities  
(remember to include the page numbers of additional sheets)

**Respective responsibilities of trustees and examiner** The charity's trustees are responsible for the preparation of accounts in accordance with the requirements of the Charities Act 2011 ("the Charities Act"). The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- state whether particular matters have come to my attention.

**Basis of independent examiner's statement** 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 the 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:  
(a) which gives me reasonable cause to believe that in any material respect:  
• accounting records were not kept in accordance with section 130 of the Charities Act; or  
• the accounts do not accord with those records;  
(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**  **Date:** 18 April 2023

**Name:** Ian Walton BA FCA

**Relevant professional qualification(s) or body (if any):** Fellow of the Institute of Chartered Accountants in England & Wales

**Address:** 17 Lancaster Drive, Vicar's Cross, Chester, CH3 5JW

**OLDFIELD PRE-SCHOOL**

England & Wales - Charity number 1018094

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# Accounts

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**Trustees' Annual Report for the period**

**From 1<sup>st</sup> September 2020 Period start date To 31<sup>st</sup> August 2021 Period end date**

**Charity name: Oldfield Pre-School**

**Charity registration number: 1018094**

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Our aim is to provide a safe and stimulating, healthy, happy and caring environment, in which a child can play whilst developing socially, emotionally, physically and mentally.
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 Pre-School ran sessions for children ages 2.5 - 4 years, with a maximum of 20 children per session. Morning and afternoon sessions were 3 hours duration each and whole day sessions of 7 hours were also available. Sessions over lunch lasting 0.75 hours were also available for children who attended in a morning or afternoon. There were 34 different children who attended one or more sessions per week during the year. We also sent out home learning information and resources to children who were isolating or unable to attend Pre-School during the year.</p> <p>We continued to have a waiting list of children wanting to attend the Pre-School. To ensure that as many local children as possible can attend the maximum number of sessions a child can have was capped at 5 half days or 3 full days.</p> <p>Our mobile classroom had come to the end of its natural life and was replaced over July and August 2021 with a larger more modern building. This will enable us to meet the needs of more children in the community and stop us having to cap the number of sessions children can attend.</p> <p>Unfortunately, due to the restrictions of Covid, we were unable to visit the local library or other local community premises as we would normally have done, and the majority of our fundraising activities were online. We supported the local Vicars Cross Fun Day by running the raffle which raised funds the Pre-School.</p> <p>We enabled one student to access a university degree by providing their placement.</p> <p>As the Pre-School is located on the site of Oldfield</p>

		Primary School, it enables children to have a smooth and comfortable transition to a school environment. Transition meetings were done for all schools that the children moved on to, although visits were not possible due to the Covid-19 Pandemic.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The charity trustees have complied with the Public Benefit requirement in section 17 of the Charities Act 2011 to have due regard to guidance published by the Commission.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We do not give grants.
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	We are grateful for the support of volunteers, many parents and relatives assist around raising funds for the Pre-School.
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 Pre-School has given the children lots of opportunities to explore their world and local environment through play based activities. We have endeavored to build children's self-confidence, self-esteem and self-reliance; and given them an understanding of how to keep safe and live a healthy life. Children have had opportunities to learn about multi-cultural celebrations, and have raised money to donate to children's charities.</p> <p>During July and August, the Pre-School building was replaced. The original mobile classroom had reached the end of its natural life, and was too small for the needs of the local community. The replacement building was installed on time and due to donations from the local community of furniture, storage and equipment for the project will come in under budget. This will enable the refurbishment of the outdoor areas, where temporary decking was installed as a result of the removal of ramps as part of the replacement building project.</p> <p>Most children now attend for full days, for those that only attend for half days, lunchtime sessions continue to be popular. Having children attending over lunch time is recognised by</p>

		<p>Oldfield Primary School as assisting children in their transition to Primary school. By increasing the children’s independence at lunchtimes and getting them used to eating with other children, the Pre-School children have found lunch times to be less daunting when they move up to Reception class, which has helped them to settle into the school day.</p> <p>The continued placement of a paid administrator enables us to offer adhoc sessions to children where spaces were empty having been reserved for children starting later in the year, or due to children dropping sessions. This was a benefit to local parents through increased flexibility and in generating additional income for the Pre-School.</p> <p>The major thrust of fundraising has been for the replacement building project and for replacing the playground. With limited fundraising activities able to be undertaken due to Coronavirus restrictions, most of the fundraising has been online. As well as selling Pre-School bags and uniform, the following fundraising events were undertaken, and the following amounts were raised:</p> <ul style="list-style-type: none"> <li>• Children designed Christmas Cards, tea towels etc £272</li> <li>• Christmas Eve Parcels £135</li> <li>• Online Christmas Raffle £477</li> <li>• Online Spring Raffle £342</li> <li>• Raffle at the Vicars Cross Fun Day £628</li> <li>• Sponsored Winter Hunt £72</li> </ul> <p>We received grants from Dr Robert Oldfield Charity £2,750 and Grosvenor 76 Round Table £750 for the replacement building.</p> <p>We also had residents of Vicars Cross raising monies for us through an Easter display and requesting donations to the Pre-School for their pre-loved toys etc.</p> <p>Unfortunately, the usual Open Day and Sponsored activity were unable to take place due to the Covid pandemic restrictions.</p>
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**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	
Other		

## Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>Para 1.21</p>	<p>On a receipts and payments basis, Oldfield Pre-School showed net receipts of unrestricted monies of £22,765, but due to the purchase of the new building overall net payments of £10,828.</p> <p>The receipts of unrestricted funds included £12,221 additional Early Years Grant funding provided by the government in September 2021 to assist Early Years Providers cope with the impact of Covid going forwards.</p> <p>However, there is further expenditure of £48,347 incurred in replacing and furnishing the replacement building (including the final payment for the installation of the building) which will be being paid in 2021-22.</p> <p>Grant monies received and traceable donations made specifically for the replacement building are classified as restricted funds, and the Trustees have designated part of the unrestricted funds to cover the balance of expenditure on the replacement building.</p> <p>Whilst the replacement building came in under budget, the removal of no longer required ramps has led to decking being installed until the refurbishment of the playground can take place. The remainder of the budget will be used to refurbish the outdoor areas.</p> <p>From September 2020, we started tracking additional costs directly attributed to Covid (£4,151). This was predominantly additional cleaning and hand sanitiser, but also included self-isolation pay and requiring additional staff to assist as children arrived in the morning.</p>
<p>Statement explaining the policy for holding reserves stating why they are held</p>	<p>Para 1.22</p>	<p>The level of reserves is set as a worst case scenario at the value required to close down the Pre-School without any trustees incurring liability for the close down costs. The level of reserves required is calculated based on the sum estimated to cover the following.</p> <ul style="list-style-type: none"> <li>• Statutory redundancy costs for all staff</li> <li>• Annual Independent Examination fees</li> <li>• One month's operational running cost to allow for clearing already incurred costs – e.g. utilities / unpaid suppliers, 4 weeks staff notice.</li> </ul> <p>After the reserves requirement is met, all excess of income over expenditure monies are put to the contingency fund (1 month's expenditure) and the other designated funds to cover future projects and expenditure</p>
<p>Amount of reserves held</p>	<p>Para 1.22</p>	<p>Due to increases in salary costs and therefore monthly operating costs, the reserves are £ 51,505. The contingency fund is remaining at £10,000</p> <p>With the ongoing issues created by Covid, the remaining</p>

		<p>balance of the monies £18,071 received as direct Covid support has been allocated to a Covid Support costs fund, to cover costs directly related to Covid – e.g. cover staffing when a member of staff has to self isolate, refunding parental fees if the Pre-School has to close.</p> <p>The remaining monies £28,966 have been applied to the premises fund, initially to be used to complete the refurbishment and fund improvements of the outdoor area over the next few years.</p>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	No funds are materially in deficit.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

### **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	<p>The principle sources of funds are the Early Years Foundation Stage (EYFS) funding grants for 3 and 4 year olds, fees from parents who are not eligible or are claiming their EYFS grants elsewhere and fundraising.</p> <p>We are very grateful to all those who supported us with our fundraising. Whilst most of the fundraising has been for the replacement building project, some has been used to enhance the experience of the children and continue to maintain the building.</p> <p>We are grateful to those who have supported us throughout the year in a variety of different ways. We would like particularly to acknowledge the significant support from Oldfield Primary School, the United Reformed Church, local shops, the Centurion pub, and all our volunteers. But we also must not forget all the parents, grandparents and carers of the children who are continually asked to contribute either by donating gifts or giving up their time.</p> <p>Our key aim with all our expenditure is to ensure that all children can participate in our activities and have the best possible outcomes from their time with us.</p> <p>No trustees received any remuneration during the year.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	

A description of the principal risks facing the charity	Para 1.46	The principal risks facing Oldfield Pre-School are <ul style="list-style-type: none"> <li>• a full or partial closure due to Covid-19,</li> <li>• a significant reduction in children who wish to attend,</li> <li>• the continued freeze / minimal increases on the amount of Early Years Foundation Stage Funding from the government, whilst statutory minimum wage levels increase significantly.</li> <li>• changes in the funding formula by CWAC for the Early Years Foundation Stage Funding leading to a reduction in the amount received per hour.</li> </ul>
Other		

### Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Early Years Alliance (formerly Pre-School Learning Alliance) Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Trust deed – updated 10 <sup>th</sup> June 2010
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	Elected by the membership (parents of the Pre-School children)

### 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 Pre-School is run by the members of the committee (trustees) in conjunction with the manager of the Pre-School. All trustees are provided with a copy of the Statutory Framework for Early Years Foundation Stage in order to understand the legal requirements and standards that the Pre-School need to achieve.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Oldfield Pre-School is run by the trustees who are usually parents of current or past Pre-School children, and by the manager and deputy manager.
Relationship with any related parties	Para 1.51	The Pre-School is linked into the Early Years Alliance and has close links with the Early Years Section of Cheshire West and Chester Council.
Other		There are systems and procedures in place to minimise risk in all aspects of the Pre-School's day-to-day running, and to ensure the safety of all concerned. Pre-School risk assessments are carried out on a daily basis, with follow up actions being reviewed on a monthly basis or sooner if deemed necessary, e.g. Any safeguarding issues are followed up in line with the statutory requirements. A

		yearly risk assessment of all aspects of the Pre-School is undertaken on an annual basis.
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### Reference and Administrative details

Charity name	Oldfield Pre-School
Other name the charity uses	N/A
Registered charity number	1018094
Charity's principal address	Oldfield Pre-School, Oldfield Primary School, Green Lane, Vicars Cross, Chester, CH3 5LB

### 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.	Kate Williams	Chair	Until 22/09/2020	
2.	Jenny Davies	Treasurer (until 15/6/2021)		
3.	Claire Brewer	Secretary		
4.	Clare Clark	Trustee	Until 22/09/2020	
5.	Nikki Platt	Trustee	Until 22/09/2020	
6.	Mark Gould	Trustee	Until 22/09/2020	
7.	Serina Jenkin-Davis	Trustee	Until 22/09/2020	
8.	Alex Bullen	Chair (from 22/09/2020)		
9.	April Caldecott	Trustee	From 22/09/2020 - 15/06/2021	
10.	Nicola Lasikiewicz	Trustee	From 22/09/2020	
11.	Chris Peters	Trustee	From 22/09/2020 - 15/06/2021	
12.	Anna Hughes	Trustee	From 22/09/2020	
13.	Kate Thompson	Trustee	From 22/09/2020	
14.	David Thompson	Treasurer	From 15/06/2021	
15.	Mark Fairhurst	Trustee	From 15/06/2021	

### Corporate trustees – names of the directors at the date the report was approved

Director name		

### Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	N/A
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

**Additional information (optional)****Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
Independent Examiner	Ian Walton BA, FCA	17 Lancaster Drive, Vicars Cross, Chester, Cheshire,

**Name of chief executive or names of senior staff members (Optional information)**

Jeanette Joliffe, Manager since 1<sup>st</sup> September 2011



**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**

<b>Signature(s)</b>		
<b>Full name(s)</b>	Alex Bullen	David Thomson
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Treasurer

Date 10 May 2022



**Receipts and payments accounts**

For the period  
from

01/09/2020



To

31/08/2021

**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 £
<b>A1 Receipts</b>					
Donations & Grants inc Gift Aid	267	3,900		4,167	36,531
Fundraising	2,409			2,409	2,661
Bank Interest	172			172	748
Early Years Foundation Stage Grant	89,331			89,331	84,923
Parental Fees	21,179			21,179	8,921
1-1 support	1,512			1,512	3,192
Other Income (Covid Small Business Grant)				-	10,000
				-	-
<b>Sub total (Gross income for AR)</b>	<b>114,870</b>	<b>3,900</b>	<b>-</b>	<b>118,770</b>	<b>146,976</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>114,870</b>	<b>3,900</b>	<b>-</b>	<b>118,770</b>	<b>146,976</b>
<b>A3 Payments</b>					
Accountants	678		-	678	-
Bank charges	84			84	60
Consumables and Cleaning	7,764			7,764	3,415
Cost of Fundraising events	432			432	315
Travel & Subsistence Expenses & DBS	203			203	198
Extra Curricular Pre-school Activities	107			107	-
Insurance	1,070			1,070	938
IT	760			760	799
Memberships	233			233	156
Miscellaneous	123			123	471
Payroll Costs	507			507	553
Phone & Postage	374			374	413
Rent and Rates	1,800			1,800	1,800
Repairs and Maintenance	1,288		-	1,288	532
Toys, furniture and Equipment	677		-	677	415
Training	502		-	502	395
Utilities	1,287		-	1,287	971
Wages Salaries & National Insurance & Pension	74,217		-	74,217	68,060
New Building Project		2,338	-	2,338	-
<b>Sub total</b>	<b>92,105</b>	<b>2,338</b>	<b>-</b>	<b>94,443</b>	<b>79,491</b>
<b>A4 Asset and investment purchases, (see table)</b>					
New Building Second Instalment		35,154	-	35,154	64,439
				-	-
<b>Sub total</b>	<b>-</b>	<b>35,154</b>	<b>-</b>	<b>35,154</b>	<b>64,439</b>
<b>Total payments</b>	<b>92,105</b>	<b>37,492</b>	<b>-</b>	<b>129,597</b>	<b>143,930</b>
<b>Net of receipts/(payments)</b>	<b>22,765</b>	<b>- 33,592</b>	<b>-</b>	<b>- 10,828</b>	<b>3,046</b>
<b>A5 Transfers between funds</b>				-	-
<b>A6 Cash funds last year end</b>	<b>132,213</b>	<b>38,722</b>		<b>170,935</b>	<b>167,889</b>
<b>Cash funds this year end</b>	<b>154,978</b>	<b>5,130</b>		<b>160,107</b>	<b>170,935</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>	Caf Bank	69,767	5,130	-
	Virgin Bank	85,000		
	Unpresented Cheques			-
	Cash	211		-
	<b>Total cash funds</b>		<b>154,978</b>	<b>5,130</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	<b>Details</b>	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Pre-School Building	Unrestricted	-	-
	Furniture, Fixtures and Fittings	Unrestricted	-	-
	Computers and other equipment	Unrestricted	-	-
			-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>	Fund to which liability relates	Amount due (optional)	When due (optional)
	Access & Inclusion Grant	restricted	4	
	Net Items incurred prior to year end but paid in September	unrestricted	184	
	Fees overpayment in July 2021 carried forward to 2021-22		210	
	Annualised hours expected overtime incurred April to August	unrestricted	2,417	
	Final payment to FCH for building	restricted/unrestricted	43,337	
	Other building related expenditure	unrestricted	5,010	
	Independent Examiner fee 2020-2021	unrestricted	400	
			<b>51,561</b>	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
		 <small>Alex Bullen (May 12, 2022 16:59 GMT+1)</small>	Alex Bullen	10 May 2022
		 <small>David Thomson (May 12, 2022 14:15 GMT+1)</small>	David Thomson	10 May 2022



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Oldfield Pre-School

**On accounts for the year  
ended**

31 August 2021

**Charity no  
(if any)**

1018094

**Which consist of**

the Receipts and Payments Accounts and Statement of Assets & Liabilities  
(remember to include the page numbers of additional sheets)

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of accounts in accordance with the requirements of the Charities Act 2011 ("the Charities Act"). The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

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 the 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:  
(a) which gives me reasonable cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts do not accord with those records;

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**

**Date:** 10 May 2022

**Name:** Ian Walton BA FCA

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

Fellow of the Institute of Chartered Accountants in England & Wales

**Address:** 17 Lancaster Drive, Vicar's Cross, Chester, CH3 5JW

**OLDFIELD PRE-SCHOOL**

England & Wales - Charity number 1018094

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# Accounts

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**Trustees' Annual Report for the period**

**From 1<sup>st</sup> September 2019 Period start date To 31<sup>st</sup> August 2020 Period end date**

**Charity name: Oldfield Pre-School**

**Charity registration number: 1018094**

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Our aim is to provide a safe and stimulating, healthy, happy and caring environment, in which a child can play whilst developing socially, emotionally, physically and mentally.
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 Pre-School ran sessions for children ages 2.5 - 4 years, with a maximum of 20 children per session. Morning and afternoon sessions were 3 hours duration each and whole day sessions of 7 hours were also available. Sessions over lunch lasting 0.75 hours were also available for children who attended in a morning or afternoon. There were 41 different children who attended one or more sessions per week during the year.</p> <p>As a result of the Coronavirus pandemic, the Pre-School was only open for children of key worker parents from March 23<sup>rd</sup>. To support those key worker parents the Pre-School opened during the Easter holidays for the first ever time. A gradual wider reopening took place during June and July as allowed by the government.</p> <p>We help to support the local community and its resources through advertising our activities/functions, utilising local premises and involving local businesses, visiting the library and children's centres for events that the local community can become involved in. We offer students from the local schools and colleges the opportunity to gain further experience of working with children, and encourage parents to volunteer their time at the Pre-School so they feel involved and part of the community.</p> <p>As the Pre-School is located on the site of Oldfield Primary School, it enables children to have a smooth and comfortable transition to a school environment, through regular visits into the school. As the School has been oversubscribed in recent years, close links have continued to be developed with the other local schools attended by children from the Pre-School.</p> <p>We continue to have a waiting list of children wanting to</p>

		<p>attend the Pre-School. To ensure that as many local children as possible can attend we cap the maximum number of sessions a child can have to 5 half days or 3 full days.</p> <p>Unfortunately, the planned replacement of the building due over July &amp; August 2020 was unable to take place due to pandemic restrictions at our suppliers. It is now expected coronavirus permitting that the replacement will take place summer 2021.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The charity trustees have complied with the Public Benefit requirement in section 17 of the Charities Act 2011 to have due regard to guidance published by the Commission.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We do not give grants.
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	We are grateful for the support of volunteers, we have Duke of Edinburgh volunteer in sessions and many parents and relatives assist around raising funds for the Pre-School.
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 Pre-School has given the children lots of opportunities to explore their world and local environment through play based activities. We have endeavored to build children's self-confidence, self-esteem and self-reliance; and given them an understanding of how to keep safe and live a healthy life. Children have visited local libraries, schools and shops, had opportunities to learn about multi-cultural celebrations, and have raised money to donate to children's charities.</p> <p>Lunchtime sessions continue to be popular and are recognised by Oldfield Primary School as assisting children in their transition to Primary school. By increasing the children's independence at lunchtimes and getting them used to eating with other children,</p>

		<p>the Pre-School children have found lunch times to be less daunting when they move up to Reception class, which has helped them to settle into the school day.</p> <p>The continued placement of a paid administrator enables us to offer adhoc sessions to children where spaces were empty having been reserved for children starting later in the year, or due to children dropping sessions. This was a benefit to local parents through increased flexibility and in generating additional income for the Pre-School.</p> <p>Monies generated through fundraising have been used to provide additional toys, equipment and activities for children as well as being put towards the refurbishment / replacement of the Pre-School building.</p> <p>The major thrust of fundraising has been for the building project. The following fundraising events were undertaken and the following amounts were raised:</p> <p>Specifically for the Building Project</p> <ul style="list-style-type: none"> <li>• Two Afternoon Tea celebrations £715</li> <li>• Christmas Fair including Raffle £1116</li> <li>• We received £117 from the Centurion Raffle</li> </ul> <p>General fundraising - Individual Photos - £345</p> <p>We received grants from the Garfield Weston Trust (£10,000) and Ursula Keyes Foundation (£25,000) towards the replacement building. We are in discussions with them to see if the grants can be held over to 2021.</p> <p>Unfortunately the usual Open Day and Sponsored activity were unable to take place due to the Covid pandemic restrictions.</p>
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**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	
Other		

## Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>Para 1.21</p>	<p>Due to the covid-19 pandemic the Pre-School shut to all but the children of essential workers from March until part way through June when we were able to start opening more days and to more children per session. Therefore we couldn't bill parents for sessions they would normally pay for as their children were not attending. We lost out of £3,886 in parental fees.</p> <p>We were also unable to run out annual open day in the summer term due to the pandemic. This usually raises approximately £400 for our building fund.</p> <p>We furloughed 2 members of staff from March through to July but as a result of updated guidance after they had been furloughed and receiving the small business grant, no claims were made to the Coronavirus Job Retention Scheme.</p> <p>We have also had additional costs due to the pandemic in relation to hand gel and masks which were initiated in July but were not invoiced for until September.</p> <p>We were due to have our building replaced over the summer of 2020. Due to not being able to replace the building we had to make extra, essential repairs.</p> <p>The fact that we had much higher than normal occupancy from September to December 2019, the receiving of the small business grant, and the grant funding of £35,000 for the replacement building enabled Pre-School to make a slight surplus despite paying the new building deposit of £64,439.</p> <p>The Receipts and Payments account shows the expenditure of £64,439 on the deposit for the replacement building. Unfortunately this was delayed due to the Covid-19 pandemic. The trustees intend to go ahead with the project and have therefore recorded £32,682 for the balance due to the replacement building supplier as a liability, although due to ongoing Covid-19 restrictions we have not been able to confirm that the replacement building will definitely go ahead in summer 2021.</p>
<p>Statement explaining the policy for holding reserves stating why they are held</p>	<p>Para 1.22</p>	<p>The level of reserves is set as a worst case scenario at the value required to close down the Pre-School without any trustees incurring liability for the close down costs. The level of reserves required is calculated based on the sum estimated to cover the following.</p> <ul style="list-style-type: none"><li>• Statutory redundancy costs for all staff</li><li>• Annual Independent Examination fees</li><li>• One month's operational running cost to allow for clearing already incurred costs – e.g. utilities / unpaid suppliers, 4 weeks staff notice.</li></ul> <p>After the reserves requirement is met, all excess of income</p>

		over expenditure monies are put to the contingency fund (1 month's expenditure) and the buildings fund for refurbishment / replacement of the Pre-School building
Amount of reserves held	Para 1.22	<p>Due to increases in salary costs and therefore monthly operating costs, the reserves are £48,701. Due to the increased costs and uncertainty of the pandemic the contingency fund has been increased to £10,000</p> <p>This results in the buildings fund standing at £110,607 after the initial deposit was paid on the building.</p> <p>Note the buildings fund includes £35,000 grant monies which we have not yet had confirmation we can defer to 2021.</p> <p>The buildings fund is expected to be spent on a new building in 2021.</p>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	No funds are materially in deficit.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

#### **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	<p>The principle sources of funds are the Early Years Foundation Stage (EYFS) funding grants for 3 and 4 year olds, fees from parents who are not eligible or are claiming their EYFS grants elsewhere and fundraising.</p> <p>We had significant successes with our fundraising, in particular gaining grants for the replacement building project of £35,000 and conditional pledges of £3,500. We are very grateful to all those who supported us at our fundraising events. Whilst most of the fundraising has been for the replacement building project, some has been used to enhance the experience of the children and continue to maintain the building.</p> <p>We are grateful to those who have supported us throughout the year in a variety of different ways. We would like particularly to acknowledge the significant support from Oldfield Primary School, the United Reformed Church, local shops, the Centurion pub, and all our volunteers. But we also must not forget all the parents, grandparents and carers of the children who are continually asked to contribute either by donating gifts or giving up their time to help at the Open Day and Christmas fayres and for coming along and supporting us at these events.</p> <p>Our key aim with all our expenditure is to ensure that all</p>
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		children can participate in our activities and have the best possible outcomes from their time with us. No trustees received any remuneration during the year.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	The principal risks facing Oldfield Pre-School are <ul style="list-style-type: none"> <li>• a full or partial closure due to Covid-19,</li> <li>• a significant reduction in children who wish to attend,</li> <li>• the continued freeze / minimal increases on the amount of Early Years Foundation Stage Funding from the government, whilst statutory minimum wage levels increase significantly.</li> <li>• Further delay to the replacement of the building beyond 2021.</li> </ul>
Other		

### Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Early Years Alliance (formerly Pre-School Learning Alliance) Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust deed – updated 10 <sup>th</sup> June 2010
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	Elected by the membership (parents of the Pre-School children)

### 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 Pre-School is run by the members of the committee (trustees) in conjunction with the manager of the Pre-School. All trustees are provided with a copy of the Statutory Framework for Early Years Foundation Stage in order to understand the legal requirements and standards that the Pre-School need to achieve.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Oldfield Pre-School is run by the trustees who are usually parents of current or past Pre-School children, and by the manager and deputy manager.
Relationship with any related parties	Para 1.51	The Pre-School is linked into the Early Years Alliance and has close links with the Early Years Section of Cheshire West and Chester Council.

Other		There are systems and procedures in place to minimise risk in all aspects of the Pre-School's day-to-day running, and to ensure the safety of all concerned. Pre-School risk assessments are carried out on a daily basis, with follow up actions being reviewed on a monthly basis or sooner if deemed necessary eg. Any safeguarding issues are followed up in line with the statutory requirements. A yearly risk assessment of all aspects of the Pre-School is undertaken on an annual basis.
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#### Reference and Administrative details

Charity name	Oldfield Pre-School
Other name the charity uses	N/A
Registered charity number	1018094
Charity's principal address	Oldfield Pre-School, Oldfield Primary School, Green Lane, Vicars Cross, Chester, CH3 5LB

#### 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.	Kate Williams	Chair		
2.	Jenny Davies	Treasurer		
3.	Claire Brewer	Secretary		
4.	Clare Clark	Trustee		
5.	Nikki Platt	Trustee		
6.	Mark Gould	Trustee		
7.	Serina Jenkin-Davis	Trustee		
8.	Alex Bullen	Trustee	From November 2019	
9.				

#### Corporate trustees – names of the directors at the date the report was approved

Director name		

#### Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

#### Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
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Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	





## Receipts and payments accounts

CC16a

For the period  
from

01/09/2019

To

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>					
Donations & Grants inc Gift Aid	-	36,531	-	36,531	443
Fundraising	474	2,187	-	2,661	2,268
Bank Interest	748	-	-	748	676
Early Years Foundation Stage Grant	84,923	-	-	84,923	66,003
Parental Fees	8,921	-	-	8,921	15,191
Additional Activity Fees	-	-	-	-	442
1-1 support	3,192	-	-	3,192	-
Miscellaneous	-	-	-	-	3
Other Income (Covid Small Business Grant)	10,000	-	-	10,000	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>108,258</b>	<b>38,718</b>	<b>-</b>	<b>146,976</b>	<b>85,026</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>108,258</b>	<b>38,718</b>	<b>-</b>	<b>146,976</b>	<b>85,026</b>
<b>A3 Payments</b>					
Accountants	-	-	-	-	318
Bank charges	60.00	-	-	60	60
Consumables and Cleaning	3,415.00	-	-	3,415	4,342
Cost of Fundraising events	315.00	-	-	315	314
Expenses	198.00	-	-	198	85
Extra Curricular Pre-school Activities	-	-	-	-	759
Insurance	938.00	-	-	938	940
IT	799.00	-	-	799	287
Memberships	156.00	-	-	156	227
Miscellaneous	471.00	-	-	471	81
Payroll Costs	553.00	-	-	553	533
Phone & Postage	413.00	-	-	413	614
Rent and Rates	1,800.00	-	-	1,800	1,800
Repairs and Maintenance	532.00	-	-	532	358
Toys, furniture and Equipment	415.00	-	-	415	594
Training	395.00	-	-	395	-
Utilities	971.00	-	-	971	890
Wages Salaries & National Insurance & Pension	68,060.00	-	-	68,060	63,845
New Building Project	-	-	-	-	947
<b>Sub total</b>	<b>79,491.00</b>	<b>-</b>	<b>-</b>	<b>79,491</b>	<b>76,994</b>
<b>A4 Asset and investment purchases, (see table)</b>					
New building deposit	64,439	-	-	64,439	-
	-	-	-	-	-
<b>Sub total</b>	<b>64,439</b>	<b>-</b>	<b>-</b>	<b>64,439</b>	<b>-</b>
<b>Total payments</b>	<b>143,930</b>	<b>-</b>	<b>-</b>	<b>143,930</b>	<b>76,994</b>
<b>Net of receipts/(payments)</b>	<b>- 35,672</b>	<b>38,718</b>	<b>-</b>	<b>3,046</b>	<b>8,032</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>167,885</b>	<b>4</b>	<b>-</b>	<b>167,889</b>	<b>159,857</b>
<b>Cash funds this year end</b>	<b>132,213</b>	<b>38,722</b>	<b>-</b>	<b>170,935</b>	<b>167,889</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>	Caf Bank	47,002	38,722	-
	Virgin Bank	85,000		
	Unpresented Cheques	-	-	-
	Cash	211	-	-
	<b>Total cash funds</b>		<b>132,213</b>	<b>38,722</b>

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

OK	OK	OK
Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £

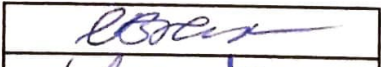

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Existing Pre-school Building (Mobile Classroom)	Unrestricted	-	-
	Furniture, Fixtures and Fittings	Unrestricted	-	-
	Computers and other equipment	Unrestricted	-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Access & Inclusion Grant	restricted	4	
	Items incurred prior to year end but paid in September - replacement doors, expenses, cleaning products.	unrestricted	969	
	Independent examiners fees 18-19 and 19-20	unrestricted	650	
	Grant from Ursula Keyes for replacement building	restricted	25,000	
	Grant from Garfield Weston for replacement building	restricted	10,000	
	Other donations and fundraising specifically for replacement building	restricted	3,718	
	Balance of monies due to FCH for building	unrestricted	32,682	
			<b>73,023</b>	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Claire Brewer	21-May-21
	Jennu Davies	21-May-21



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Oldfield Pre-School

**On accounts for the year  
ended**

31 August 2020

**Charity no  
(if any)**

1018094

**Which consist of**

the Receipts and Payments Accounts and Statement of Assets & Liabilities

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of accounts in accordance with the requirements of the Charities Act 2011 ("the Charities Act"). The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

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 the 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:  
(a) which gives me reasonable cause to believe that in any material respect:  
• accounting records were not kept in accordance with section 130 of the Charities Act; or  
• the accounts do not accord with those records;  
(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**

**Date:**

21 May 2021

**Name:**

Ian Walton BA FCA

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

Fellow of the Institute of Chartered Accountants in England & Wales

**Address:**

17 Lancaster Drive, Vicar's Cross, Chester, CH3 5JW