



Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	09	2022	To	31	08	2023

Section A Reference and administration details

Charity name

Harting Village Pre School Group

Other names charity is known by

Registered charity number (if any)

1020939

Charity's principal address

Postcode

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	Tamsin Cormack	Chair		
3	Pippa Walden Jones			
6	Sarah Hames			
7	Trish Walker	Treasurer		
9	Katherine Foster			
10	Felicity Mackinnon			
11				
12				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted 20 May 1992 as amended 19 September 2007 and 27 November 2008
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by existing trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

--

Section C Objectives and activities

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

To enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

- (A) Offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability;

- (B) Encouraging the study of the needs of such children and their

families and promoting public interest and recognition of such needs in the local areas;
(C) Instigating and adhering to and furthering the aims and objectives of the pre-school learning alliance.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Harting pre-school actively encourages children from all sections of the community. Established in 1983, we are a not-for-profit charity, run by a committee of parents who are passionate about pre-school education and insist upon the best resources. Our team of qualified staff is dedicated to providing a happy learning experience in accordance with the early years foundation stage of learning.

Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

HARTING VILLAGE PRESCHOOL GROUP: Chair's Report 2022 - 2023

**Tamsin Cormack – Chair of the Preschool Committee
September 2023**

This year was another excellent year for preschool, and I'd like to take this opportunity to thank the staff for their unwavering commitment to the children and their happiness; the parents and carers for their support of the setting; and of course, the community for supporting our fundraising events and visiting us at the Harting Festivities.

We are currently rated as a 'Good' setting by Ofsted, but we are constantly self-evaluating and feel that we are an outstanding setting. This is evidenced by the excellent opportunities the children are offered, the environment created by the staff and the progress the children make – academically, personally and emotionally at Harting Preschool. We are expecting Ofsted to come and visit the preschool in the next year or two and are excited for the opportunity to share our practice and our wonderful setting with the inspectors.

The number of children attending preschool rose again and over the year our numbers steadied to around 28 children attending sessions over the week. This is higher than previous years and we believe it is due to the impact of opening Mondays to all and allowing flexibility in the sessions children can attend. The number of days children attend across the week has continued to rise which has created lovely relationships between the children that attend preschool. We continue to struggle with funding, as many of our rising-5s take advantage of the free hours they are entitled to and don't top up. This has always been an issue in this area as a smaller number of parents work full time. We need to continue considering how to bridge this gap over the next academic year through fundraising and possible sponsorship.

We also continue to be affected by the disparity between government funding for these hours and the actual cost to the preschool of these children attending. As the chair, I have approached our local councillor, Tim O'Kelly, with the hope he will lobby for changes to this funding over the next year.

Leanne has organised brilliant staff training across the year, including mandatory sessions such as First Aid and Food Hygiene. We were recently rewarded with a 5* rating from West Sussex for the setting's food hygiene, so the staff are putting their learning into practice! Leanne spends a lot of time researching the latest advances in Early Years provision, and one initiative which has had the biggest impact for children has been developing the 'in the moment' planning for the staff. This has involved some intense training around the new Early Years curriculum as well as developing an understanding of ways in which children learn and develop. This is becoming more embedded and, alongside the Focus Child system, is allowing the staff to really support the children to develop and learn in their own unique ways.

As an inclusive setting, we have children who require additional support and some tweaking of our provision. Our staff work closely with families and have been praised by parents and carers over the last year for their knowledge, sensitivities and empathy when working with children with additional needs. Sometimes we are required to complete paperwork for the Local Authority to apply for funding or extra support. Leanne was recently praised by the LA for a report she produced and moving forwards this will be used as an example of best practice in the area.

I would like to take the opportunity to thank all our staff members for the effort they have put into providing an excellent standard of provision for all the children, meeting all their needs and supporting them in achieving their next steps. The use of Tapestry as a recording system has continued to evolve and supports parents to be more involved in this process.

The committee have continued to look for opportunities to gather funds through additional events. Our Christmas fundraising again brought us nearly £600 in revenue which was incredible. We also returned to the Festivities and ran a stall in the Church Yard. This was a great success and raised a lot of money for the village. We have applied to the Festivities fund this year for some money to further improve our outside area. We also held our first ever Summer Fun Day in July. This was an incredible success, and we were lucky to welcome a huge number of families from the local community to the event. Overall, we took £1,200 but due to overheads we raised nearly £900.

I would like to thank staff, the members of the committee and the local community for supporting us so generously in the two events we have organised. We are hoping to build on this and hold more events next year. Another new fundraising opportunity, which was organised and planned for solely by Kayleigh and Leanne, was the much-welcomed Preschool Summer Club. This saw excellent take up and many “old” preschool families send their children to attend sessions run during the summer holiday. It was a great success and raised over £1,000 for preschool. We will look to run it again next summer.

The children that have left us this academic year have mostly gone up to Harting Primary and we have continued to develop our relationship with the school, especially as the new head has settled into post. We have been able to visit the school more regularly, use their playing field and have access to their school library. This really helps the children develop a confidence about moving up to ‘Big School’ and has further developed the sense of community within Harting.

All in all, an excellent year for the children, parents, carers, staff, and committee. Huge thanks to all for their support over the last year. I can’t wait to see what happens over the next year; it looks like it’ll be another excellent year!

Tamsin Cormack
Chair of Harting Preschool Committee

Treasurer’s Report to Harting Pre-School AGM – October 2023

The cash summary of the accounts for the period 1 September 2022 to 31 August 2023 is attached to this report.

These figures are correct and reconciled to the bank account. Comparative figures for the last year are included.

This year we ran at an overall loss of £4,305, the previous year there was a loss of £6,990. This is good news in that the loss is less than the previous year, but it is clearly not sustainable into the future.

The difficulty is pinpointing where the problem is. Clearly wages have increased over the last few years with the minimum wage now set at £10.42 (and quite rightly so). The monthly wage bill for preschool is now £6,300.

The average increase on hourly rates (due to the minimum wage increase) has been 24.8% since 1 April 2021.

It is important to note that the WSCC voucher values (for 3 year olds) has risen in the same period by 24% from £4.50 per hour in 2021 to £5.51 per hour currently. As most children receive some kind of voucher funding from age 3, this covers the vast majority of children at preschool at any one time. Add to this the increase in costs for rental and general expenses due to the cost of living, the problems seem to become apparent.

From 1 September WSCC have recently increased the funding for 2-year-olds to £8.68 (on a temporary basis) from £5.10 which is a massive increase. Whether this continues long term awaits to be seen. I presume they feel such an increase is worthy. There are only 3 or 4 children currently receiving this level of voucher.

As stated earlier the majority of children are on the 3 year old voucher rate. It is hoped this may see a decent increase from 1 April 2023.

It has always been important to give staff some security and so when numbers of children dip at the beginning of the academic year there is always a loss incurred until numbers grow again. This coming year is no different and as we are starting at a reasonably low bank balance it will be a testing year.

On a really positive note, the Summer School was a success and there was income in the main account of £1040.

It is very hard to set an accurate forecast for the coming financial year as there are so many unknowns ie. number of new children, minimum wage increase (looks to be going to £11.00 per hour), WSCC voucher rates, the list goes on.

We need to keep a very close eye on the finances this year and hope for an influx of children. Fundraising will be so important to enable us to buy the sort of items that are essential to keeping the preschool such a lovely and exciting place to be, whilst at the same time retaining our normal income to just keep things going.

Today the current account stands at £8,803 with the deposit account (held in the event of emergency or redundancies) at £20,772.

I hope that this will be a good year and that the finances will finally be able to reflect the excellent work that is carried out by Leanne and her team. I would like to particularly thank Leanne for her constant positivity and commitment to the preschool, she is a huge asset to this organisation.

Trish Walker

10 October 2023

Section E Financial review

Brief statement of the charity's policy on reserves

To hold at least one year's expenditure after allowing for West Sussex County Council grants.

Details of any funds materially in deficit

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

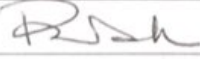
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	PATRICIA WALKER	
Position (eg Secretary, Chair, etc)	TREASURER	
Date	28 June 2024	

Receipts and payments accounts

CC16a

For the period
from

01/09/2022

To

31/08/2023

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 £
A1 Receipts					
Fees	30,244	-	-	30,244	17,797
West Sussex County Council	52,311	-	-	52,311	58,815
Donations	1,859	-	-	1,859	758
Government grant re JRS	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	84,414	-	-	84,414	77,371
A2 Asset and investment sales, (see table).					
Bank interest	105	-	-	105	3
Sub total	105	-	-	105	3
Total receipts	84,519	-	-	84,519	77,373
A3 Payments					
Materials & other direct costs	6,228	-	-	6,228	5,869
Wages & salaries	67,171	-	-	67,171	63,547
Temporary staff	62	-	-	62	-
Staff expenses & welfare	769	-	-	769	1,067
Rent	9,684	-	-	9,684	7,694
Stationery, printing & postage	56	-	-	56	187
Insurance	1,705	-	-	1,705	-
Accountancy & bookkeeping	1,560	-	-	1,560	2,474
Repairs & maintenance	1,007	-	-	1,007	2,880
Advertising	154	-	-	154	225
Website	-	-	-	-	-
Sundry expenses	-	-	-	-	-
Licences	208	-	-	208	216
Professional fees and subscriptions	220	-	-	220	204
Sub total	88,824	-	-	88,824	84,364
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	88,824	-	-	88,824	84,364
Net of receipts/(payments)	- 4,305	-	-	- 4,305	- 6,990
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	37,796	-	-	37,796	44,786
Cash funds this year end	33,491	-	-	33,491	37,796

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

Categories

Details

B1 Cash funds

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Current account	12,719	-	-
deposit account	20,772	-	-
Petty cash	-	-	-
Total cash funds	33,491	-	-
(agree balances with receipts and payments account(s))	OK	OK	OK

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities


Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

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

Signature

Print Name

Date of approval



P WALKER

28/6/2024



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Harting Village Pre School

**On accounts for the year
ended**

31 August 2023

**Charity no
(if any)**

1020939

Set out on pages

CC16a pages 1 and 2

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:

28/6/2024

Name:

Paul New

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

ACCA (membership number 0384551)

Address:

24 Park Road South, Havant, Hants PO9 1HB

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.