

Trustees' Annual Report for the period

From 1 September 2024 Period start date To 31 August 2025 Period end date

Charity name: Handsworth Pre-school

Charity registration number: 1023514

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Handsworth Pre-school is founded on a strong partnership with parents and carers, ensuring each child is provided with opportunities to support cognitive, social, and emotional development through purposeful play in a safe and secure environment. We are committed to advancing the development and education of children below statutory school age. We expect parents to actively engage in understanding and supporting their child's needs, and we promote this through structured involvement in community groups.
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>Handsworth Pre-school remains firmly committed to promoting the care, safety, independence, education, health, and wellbeing of all children in our setting. We place strong emphasis on parental involvement and continue to offer support services to children, their families, and carers.</p> <p>Throughout the year, we have provided developmentally appropriate play-based learning opportunities and ensured all children, regardless of gender, disability, ethnicity, culture, religion, or ability, have equal access to these opportunities.</p> <p>We invest in staff through ongoing Continuous Professional Development (CPD) .</p> <p>In line with our community ethos, we continue to assess the needs of children and their families and work to raise awareness and understanding of these needs within the local area.</p>

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>Trustees confirm that they are fully aware of, and have had due regard to, the guidance issued by the Charity Commission on public benefit.</p> <p>All new Trustees receive an induction pack containing a brief history of the Pre-school, details of the charity's structure and election process, an overview of trustee roles and responsibilities, and other key governance information. Copies of the Pre-school's policies and procedures are also provided and are available to view on the Pre-school website.</p> <p>All Trustees are required to undergo an enhanced Disclosure and Barring Service (DBS) check in line with safeguarding requirements. This ensures that all Trustees are suitable to be involved in the governance of an early years setting.</p> <p>The Trustee Board meets at least six times per year and is usually composed of four elected Trustees, additional unnamed members, and one co-opted member. Elected Trustees are nominated and elected by members of the charity, with appointments confirmed at the Annual General Meeting (AGM), typically held in October or November each year.</p> <p>Policies and procedures are reviewed annually and formally approved by the Chair of the Committee. Updated versions are shared with all staff to ensure they are informed of any changes.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
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Policy on grant making	Para 1.38	<p>Where possible, Handsworth Pre-school actively seeks grant funding to enhance children's learning experiences and promote their independence.</p> <p>However, in the current economic climate, securing grants has become increasingly challenging. Funding criteria have grown more complex and restrictive, making it difficult to meet eligibility requirements or qualify for available support.</p>
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	<p>Volunteers play a vital part in the charity's work – supporting families, carrying out practical tasks. Volunteers within the setting are valued by staff, children and their families as they provide additional support, bringing new ideas and help to ensure the setting is offering suitable placements for those who wish to work within the childcare industry.</p> <p>Unfortunately, the setting did not have any volunteers for this reporting period.</p>
Other		

Achievements and Performance

	SORP reference	
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<p>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.</p>	<p>Para 1.20</p>	<p>Handsworth Pre-school is supported by a dedicated team of five experienced staff members with the necessary qualifications and training required to work in an early years setting.</p> <p>The Pre-school places a strong emphasis on Continual Professional Development (CPD) to ensure all staff are kept up to date with current legislation, statutory requirements, and best practices in early years education.</p> <p>Staff knowledge is regularly enhanced through participation in training programmes provided by the London Borough of Waltham Forest (LBWF), the Waltham Forest Safeguarding Board (WFSB), and other relevant agencies. This ongoing investment ensures staff are well-equipped to support the learning, wellbeing, and development of all children attending the setting.</p> <p>The Pre-school remains committed to providing a safe, stimulating, and inclusive learning environment.</p> <p>During the reporting period, the Pre-school delivered a total of 190 supervised sessions for children aged two to five years. Each session lasted three hours and was offered to children receiving the Free Early Education Entitlement (FEEE) as well as to fee-paying families.</p> <p>The Pre-school continues to benefit from a strong and collaborative relationship with the local church, which provides the premises for the setting.</p> <p>Notably, Reverend Cherie Rogers has taken an active role by leading weekly singing sessions on Mondays, which have been enthusiastically received by both the children and staff. Her involvement has helped further strengthen ties between the Pre-school and the wider community.</p> <p>Handsworth Pre-school continues to play a vital role in the local community by remaining one of the few affordable early years education providers in the area. The setting is committed to inclusivity and accessibility, welcoming children who are eligible for the Free Early</p>
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		<p>Education Entitlement (FEEE), including those starting at age three or four.</p> <p>Despite the fact that government and local authority funding rates are significantly lower than the Pre-school's standard session fees, we remain dedicated to offering these funded places in order to support local families and promote equal access to early years education.</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	N/A
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The Pre-school obtains additional funds through the Free Early Education Entitlement (FEEE), which is given to the children who have turned three or for the two-year olds who are entitled to the two-year-old funding. The Pre-school also receives fees from parents whose children are not entitled to the FEEE.</p> <p>The Pre-school is currently unfortunately having to use some reserves; this is due to changes in management during this period and the changes in government funding has affected the profitability of the preschool.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The money held in the reserve account is to ensure continuity of the Pre-school in times of financial difficulty and enables the management committee to meet its financial obligations in relation to staff salaries, rent and other contractual expenses
Amount of reserves held	Para 1.22	£36,689.03
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<p>The Pre-school is well established in the local area and has a waiting list.</p> <p>The Senior Leadership Team (SLT) are very strong and have many skills around Teaching and Learning. The SLT are constantly looking ahead to improve the setting and to identify any issues that may arise and possibly cause problems for the setting.</p> <p>The Pre-school assistants are dedicated and are more than happy to go above and beyond their job requirements to ensure that the children have a great experience at the Pre-school.</p>

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 principal source of funds for the Pre-school is from the Local Authority through the Free Early Education Entitlement (FEEE) for 2,3- and 4-year-olds.</p> <p>The Pre-school also receives money from families who are not entitled to the FEEE and they therefore pay fees for their child's place at the setting.</p> <p>The trustees fundraise for the Pre-school the amount of funds raised varies from year to year.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	<p>The principal risks for the charity, would be a reduction in the number of children who are entitled to the FEEE, if fewer FEEE children attended the setting our income from the Local Authority would be reduced.</p> <p>If FEEE children were not taking up places the Pre-school would offer the places to fee paying children and increase the number of children on the register.</p> <p>The current economic climate will have an impact on the setting. Fee paying families are now more inclined to wait until their child is funded before taking a place at the setting.</p> <p>The Pre-school offers 23 hours of childcare, there are many families in the local community who are entitled to 30 hours. The Pre-school will need to address the number of hours of childcare that it delivers to ensure it is meeting the needs of the community.</p>
Other		N/A

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	PSLA Constitution, adopted 23 November 2011
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	The Pre-school is an unincorporated association.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>The Trustees are the governing body of Handsworth Pre-school. The Trustees meet at least six times per year and is made up of Three Elected Trustees and non-named members and one co-opted member.</p> <p>Trustees are elected by the members and their names presented at the Annual General Meeting (AGM) of the charity, which normally takes place in October of each year. New Trustees are given an up-to-date induction pack, which gives the Trustees a brief history of the Pre-school; charity structure; election process; Trustee overview and their roles and responsibilities etc. Copies of the Pe-school policies and procedures are also given to the new Trustees and are also available on the Pre-school website to view.</p> <p>Policies and procedures are reviewed annually and signed off by the Chair of the Trustees. Staff are also provided with a copy of the updated policy or procedure for their own information</p>

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	Copies of the Pre-school policies and procedures are also given to the new Trustees and are also available on the Pre-school website to view.
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The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The structure of the pre-school is:</p> <p>Committee member</p> <p>Pre-school Manager</p> <p>Deputy Pre-school Manager</p> <p>Pre-school Assistants</p>
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	Handsworth Pre-school
Other name the charity uses	N/A
Registered charity number	1023514
Charity's principal address	<p>Handsworth Pre-school Highams Park Baptist Church Cowling Hall Cavendish Road Highams Park London E4 9NG</p>

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	Nilufah MacDonald	Chair	02 July 2025	Sally Gridley
2	Emma Oddell	Vice-Chair	02 July 2025	Sally Gridley
3	Chris Baker	Treasurer	02 July 2025	Sally Gridley
4	Siobhan Knifton	Secretary	02 July 2025	Sally Gridley
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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
Accountant		

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

Pre-school manager - Sarah Dewberry Deputy Pre-school Manager – Zoey Rolfe-Bransfield.

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

N/A

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Nilufah MacDonlad

Position (eg
Secretary, Chair, etc)

Chair

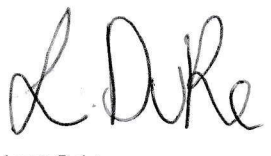
Date

17/10/2025

HANDSWORTH PRE-SCHOOL
Receipts and payments accounts
Y/E 31st Aug 2025

2024	RECEIPTS	2025
19,294	Fees	855
5,200	Fundraising, Donations & Events Income	460
95,461	Grants	89,834
	Bank Account Interest	
<u>119,955</u>		<u>91,149</u>
	PAYMENTS	
110,979	Wages	83,760
12,787	Rent	12,138
2,346	Equipment/Stationery	5,246
277	Training	146
3,396	Subscriptions/Fees/Insurance	960
538	Events & Fundraising expenses	-
1,092	Garden / Building costs	1,140
-	Consultancy	4,659
-	Accountancy	200
1,368	Sunderies (including Milk, Telephone and Advertising)	2,050
<u>132,783</u>		<u>110,299</u>
- 12,829	Surplus/(Deficit) receipts over payments	- 19,150
<u>72,770</u>	Opening Bank Account Balances	<u>60,487</u>
<u>60,487</u>	Closing Bank Account Balances	<u>41,337</u>
	Note (1)	
<u>60,487</u>	Per Account Statements at 31.8.2025	<u>41,337</u>

In accordance with the instructions given to me, I have prepared, without carrying out an audit, the foregoing Receipts and Payments Account from the accounting records of Handsworth Pre-school, and from information and explanations given to me.

 21/10/2025

Laura Duke
 Director of Duke Accountancy Limited



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

Handsworth Pre-school

On accounts for the year
ended

31/08/2025

Charity no
(if any)

1023514

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2025**.

Responsibilities and
basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below~~*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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:

21/10/2025

Name:

Laura Duke

Relevant professional
qualification(s) or body

Association of Accounting Technicians (20295568)

(if any):

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Address:

Tree Tops, 16 Leafy Way

Hornchurch, Essex

CM13 2QW

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.

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