

**Whitchurch Under Fives**  
**Annual General Meeting 23<sup>rd</sup> September 2025**  
**Pre-school Report**

Welcome to our AGM, I'm Amy and my role is Chairperson for the Committee. This report reflects the completed previous academic year.

September 2024, the start of the **last** Academic year, we welcomed 23 new children and 2 returning.

With 30-hour funding we can offer up to four full days to children alongside working in Partnership with child minders to allow access to the full entitlement. Thankfully, we were able to offer every child in catchment a place.

Our last Ofsted Inspection was in October 2021. Our overall outcome was 'Good'

### **Whose who of Staff**

Sam is one of our Early Years Teachers and oversees the setting, team planning and curriculum. She is trained in Speech & Language, Advanced Child Protection and looks after the new intake. Sam also reviews policies, liaise with Lead teachers and BAND along with doing accounts, wages, and the Bristol Standard certificate.

We welcomed Holly at the beginning of September 2025, she is our new Setting Deputy, Special Educational Needs Coordinator and also has Early Years Teacher status. Holly is trained in Speech and Language, Advanced Child Protection and is our Deputy Safeguarding Officer. She is currently completing the SENCO level 3 certificate and has worked in Early Years for nine years, she was Deputy Manager in her last setting.

Faye is our Designated Safeguarding Lead and has completed Advanced Child Protection training and attends Local Authority Council Safeguarding meetings as well as ensuring everyone is safe. Faye is also trained in speech & language.

Karen & Kelly are our other two key members of our team, who both have many years' experiences in childcare and development. Both have speech & language training.

All staff hold a Level 3 or above in Childcare & Development as well as Paediatric first aid, Child protection and Food Hygiene. Training Courses are accessed by all staff.

Whitchurch Under Fives works towards the 'Bristol Standard'. This is an ongoing self-evaluation qualification of the setting. This is verified by Bristol City Council and recognised by Ofsted.

The pre-school accounts have been verified by an independent examiner. The accountants report along with this Pre-school Report will be submitted to the Charity Commission within the next few weeks.

We would like to thank all Committee members, families and members of staff for their support. Without their continued commitment and dedication towards the welfare of all, Pre-school would not continue to be as successful as we are. We would like to add that without a Committee of Parents, pre-school would not be able to continue to run as a Charity. It is therefore very important we have a current representation of parent members each year.

I have had both had my children come to Whitchurch Under Fives and they both enjoyed their time here. If you think you could spare an hour each term to be a part of our Committee, please ask how you can join.

Stand down – All members are willing to stay for the next year

Welcome to the Committee – Stacey Holt, we also have 2 pending applications

Chair – Amy Tuckwell

Treasurer – Jennifer Inman

Signed Current Chair ..... Date .....

Signed New Chair ..... Date .....

WHITCHURCH UNDER FIVES  
Treasurers report AGM  
01.04.2024 to 31.03.2025

RECEIPTS

|                  |            |
|------------------|------------|
| Nursery Grant    | 108,668.06 |
| Fees & Insurance | 5,768.80   |
| Fundraising      | 1,135.50   |
| Misc/Zoo         | 632.00     |

|              |                                 |
|--------------|---------------------------------|
| <b>TOTAL</b> | <b><u><u>116,204.36</u></u></b> |
|--------------|---------------------------------|

PAYMENTS

|                                 |           |
|---------------------------------|-----------|
| Cleaning Materials/Refreshments | 1,222.01  |
| Wages                           | 92,207.57 |
| Tax & National Insurance        | 14,982.68 |
| Pension contributions           | 5,406.85  |
| Telephone, Lighting & Heating   | 2,659.18  |
| Repairs & Maint                 | 4,154.84  |
| Insurance                       | 1,613.19  |
| Materials & Equipment           | 3,389.40  |
| Rates                           | 605.16    |
| Misc                            | 3,061.01  |
| Post                            | 6.80      |

|              |                                 |
|--------------|---------------------------------|
| <b>TOTAL</b> | <b><u><u>129,308.69</u></u></b> |
|--------------|---------------------------------|

|                 |                                |
|-----------------|--------------------------------|
| Opening Balance | 37,160.66                      |
| Plus Receipts   | 116,204.36                     |
| Minus Payments  | 129,308.69                     |
| <b>BALANCE</b>  | <b><u><u>24,056.33</u></u></b> |

|              |                                |
|--------------|--------------------------------|
| bank balance | 23,950.91                      |
| cash         | 105.42                         |
|              | <b><u><u>24,056.33</u></u></b> |

# **Independent Examiner's Report to the Trustees of**

## **The Whitchurch under Five's Trust**

### **I report on the accounts of the Trust for the year ended 31 March 2025 which are contained in the treasurers financial reports**

#### **Respective responsibilities of Trustees and examiner –**

As the charity's trustees you are responsible for preparation of the accounts: you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

#### **Basis of independent examiner's report -**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

#### **Independent examiner's statement -**

In connection with my examination, no matter has come to my attention;

1. Which gives me reasonable cause to believe that in any material respect the requirements
  - To keep accounting records in accordance with section 41 of the Act and
  - To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been metOR
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*K Edenborough*

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14<sup>th</sup> August 2025