

POTTON PRE-SCHOOL (ST. MARY'S)

England & Wales · Charity number 1027170

Details

Other names POTTON PLAYGROUP (ST MARY'S), POTTON PRE-SCHOOL

Status Registered

Legal form Other

Registered 1993-10-20

Register [View on the Charity Commission register](#)

Contact

Address Potton Pre School
Everton Road
Potton
Sandy
SG19 2PB

Phone 01767262807

Email pottonpreschool@btconnect.com

Website www.pottonpreschool.co.uk

Activities

Objects: TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS

Activities: Pre-school. Also providing before and afterschool care up to school year 6

Classification

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

Geography

- Bedford
- Central Bedfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£289,404	£270,754	-	-
2024-07-31	£286,411	£252,456	-	-
2023-07-31	£219,422	£222,471	-	-
2022-07-31	£210,187	£207,221	-	-
2021-07-31	£177,623	£182,375	-	-
2020-07-31	£213,624	£203,674	-	-

Trustees

Name	Role	Appointed
Hannah Salmon	Chair	2017-11-16
Ceri Robinson		2023-11-20
Elizabeth Sewell		2023-11-20
Holly Sauble		2023-11-20
Sophie Parker		2024-11-25

POTTON PRE-SCHOOL (ST. MARY'S)

England & Wales - Charity number 1027170

Accounts

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 July 2025
for
Potton Pre-School**

George Hay Partnership LLP
Chartered Accountants
Brigham House
High Street
Biggleswade
Bedfordshire
SG18 0LD

**Contents of the Financial Statements
for the Year Ended 31 July 2025**

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**Report of the Trustees
for the Year Ended 31 July 2025**

The trustees present their report with the financial statements of the charity for the year ended 31 July 2025. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

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 the activities set out below.

Significant activities

A pre-school, also providing before and after school care and holiday clubs for children up to school year six. The primary activities listed in the Constitution are:

- Offering appropriate play, education and care facilities, family learning and extended hours groups, together with the rights 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.
- Encouraging the study of the needs of such children and their families and providing public interest in and recognition of such needs in the local areas.
- Instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

In carrying out the activities of the Preschool and in exercising our powers and duties as trustees of the Preschool we have had regard to the guidance issued by the Charity Commission on public benefit. During the accounting year the trustees have:

- Decorated the main room, office and foyer
- Purchased new blinds
- Re-turfed and landscaped outside play area
- Purchased new arts and crafts resources
- Employed x1 additional pre-school employee.
- Created a 'Dry River' in the garden and purchased resources

ACHIEVEMENTS AND PERFORMANCE

Charitable activities

The Pre-school has provided term-time sessions for 63 children under statutory school age during the accounting year 2024-2025.

Our before and after school club, The Nest, continued to be a valuable source of affordable childcare for local families and during the year, providing assistance to over 75 families.

The local community continue to be very supportive, and we were lucky to receive a financial donation from the Potton Consolidated Charity and two parents donated money so we could purchase our water wall.

Our fundraising activities continue to be limited this year because of the cost-of-living crisis. We have, however, raised some monies through some small fundraisers at Christmas and Easter.

**Report of the Trustees
for the Year Ended 31 July 2025**

FINANCIAL REVIEW

Financial position

Our income comes from the following sources: Local Authority 2-, 3- and 4-year-old funding for pre-schoolers, Unfunded session fees for pre-schoolers, the consumable fees, The Nest breakfast and after school club fees.

The consumable fees covers snack, ingredients for baking, non food consumables such as wipes/ suncream and our external activity providers (Spanish, Sports, Yoga and Dance)

Our fee increases in the previous accounting year, along with Local Authority funding and sound costs management by the pre-school management team, has meant we have been able to recoup some of the financial losses. NMW increased again this year, along with utilities which put pressure on us to increase ours again.

Our income covers the day-to-day running and staffing costs of the pre-school and Nest. Fundraising activities have been severely impacted by the cost of living crisis, families are being frugal during these difficult times but we have used other means such as fundraising to raise monies during the year, and were grateful to receive a donation from Potton Consolidated Charities and two parents during the year.

All Pre-school funds are used to enrich the children's learning ensuring that we continue to offer the best Early Years' experience possible for all the children in our community and we work hard to maintain our Outstanding rating.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Constitution (Pre-school Learning Alliance Model Pre-school Constitution 2011) dated 17.11.2014

Charity constitution

Unincorporated association

Recruitment and appointment of new trustees

Trustees are generally elected from the membership at the AGM, but may be co-opted onto the Committee in the period between AGMs.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1027170

Principal address

Everton Road
Potton
Sandy
Bedfordshire
SG19 2PB

Trustees

Ms H Salmon Chair
Ms C Dunne Trustee
Ms H Sauble Trustee
Ms E Sewell Trustee
Ms C Robinson Trustee
Ms S Parker Trustee (appointed 25/11/2024)

**Report of the Trustees
for the Year Ended 31 July 2025**

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

George Hay Partnership LLP
Chartered Accountants
Brigham House
High Street
Biggleswade
Bedfordshire
SG18 0LD

Approved by order of the board of trustees on 5 May 2026 and signed on its behalf by:

Ms H Salmon

- Trustee

Independent Examiner's Report to the Trustees of Potton Pre-School

Independent examiner's report to the trustees of Potton Pre-School

I report to the charity trustees on my examination of the accounts of Potton Pre-School (the Trust) for the year ended 31 July 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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

Caroline Hicks

The Association of Chartered Certified Accountants

George Hay Partnership LLP
Chartered Accountants
Brigham House
High Street
Biggleswade
Bedfordshire
SG18 0LD

11 May 2026

**Statement of Financial Activities
for the Year Ended 31 July 2025**

	Notes	Unrestricted funds £	Restricted fund £	31/7/25 Total funds £	31/7/24 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		16	-	16	1,323
Charitable activities					
Fee Payments & Vouchers		120,692	-	120,692	117,923
CBC Funding		164,192	-	164,192	166,208
Fundraising Income		4,112	-	4,112	575
Investment income	2	<u>392</u>	<u>-</u>	<u>392</u>	<u>382</u>
Total		<u>289,404</u>	<u>-</u>	<u>289,404</u>	<u>286,411</u>
EXPENDITURE ON					
Charitable activities					
Education Expenditure		39,606	-	39,606	19,819
Staff Costs		209,727	-	209,727	208,078
Support Costs		<u>21,421</u>	<u>-</u>	<u>21,421</u>	<u>24,559</u>
Total		<u>270,754</u>	<u>-</u>	<u>270,754</u>	<u>252,456</u>
NET INCOME		18,650	-	18,650	33,955
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>156,691</u>	<u>-</u>	<u>156,691</u>	<u>122,736</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>175,341</u></u>	<u><u>-</u></u>	<u><u>175,341</u></u>	<u><u>156,691</u></u>

**Balance Sheet
31 July 2025**

	Notes	Unrestricted funds £	Restricted fund £	31/7/25 Total funds £	31/7/24 Total funds £
CURRENT ASSETS					
Debtors	5	20,459	-	20,459	17,347
Cash at bank		<u>156,682</u>	<u>-</u>	<u>156,682</u>	<u>141,564</u>
		177,141	-	177,141	158,911
CREDITORS					
Amounts falling due within one year	6	(1,800)	-	(1,800)	(2,220)
		<u>175,341</u>	<u>-</u>	<u>175,341</u>	<u>156,691</u>
NET CURRENT ASSETS					
		<u>175,341</u>	<u>-</u>	<u>175,341</u>	<u>156,691</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>175,341</u>	<u>-</u>	<u>175,341</u>	<u>156,691</u>
NET ASSETS					
		<u>175,341</u>	<u>-</u>	<u>175,341</u>	<u>156,691</u>
FUNDS					
Unrestricted funds	7			<u>175,341</u>	<u>156,691</u>
TOTAL FUNDS					
				<u>175,341</u>	<u>156,691</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 5 May 2026 and were signed on its behalf by:

Ms H Salmon

- Trustee

**Notes to the Financial Statements
for the Year Ended 31 July 2025**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. INVESTMENT INCOME

	31/7/25	31/7/24
	£	£
Deposit account interest	<u>392</u>	<u>382</u>

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2025**

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 July 2025 nor for the year ended 31 July 2024.

Trustees' expenses

There were £0 of trustees' expenses paid for the year ended 31 July 2025, compared to £40 for the year ended 31 July 2024.

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	1,323	-	1,323
Charitable activities			
Fee Payments & Vouchers	117,923	-	117,923
CBC Funding	166,208	-	166,208
Fundraising Income	575	-	575
Investment income	<u>382</u>	<u>-</u>	<u>382</u>
Total	<u>286,411</u>	<u>-</u>	<u>286,411</u>
EXPENDITURE ON			
Charitable activities			
Education Expenditure	19,819	-	19,819
Staff Costs	208,078	-	208,078
Support Costs	<u>24,559</u>	<u>-</u>	<u>24,559</u>
Total	<u>252,456</u>	<u>-</u>	<u>252,456</u>
NET INCOME	33,955	-	33,955
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>122,736</u>	<u>-</u>	<u>122,736</u>
TOTAL FUNDS CARRIED FORWARD	<u>156,691</u>	<u>-</u>	<u>156,691</u>

Notes to the Financial Statements - continued
for the Year Ended 31 July 2025

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	31/7/25	31/7/24
	£	£
Trade debtors	<u>20,459</u>	<u>17,347</u>

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	31/7/25	31/7/24
	£	£
Other creditors	<u>1,800</u>	<u>2,220</u>

7. MOVEMENT IN FUNDS		Net movement in funds	At
	At 1.8.24	in funds	31.7.25
	£	£	£
Unrestricted funds			
General Fund	121,391	18,650	140,041
Reserve Fund	<u>35,300</u>	-	<u>35,300</u>
	<u>156,691</u>	<u>18,650</u>	<u>175,341</u>
TOTAL FUNDS	<u>156,691</u>	<u>18,650</u>	<u>175,341</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General Fund	289,404	(270,754)	18,650
	<u>289,404</u>	<u>(270,754)</u>	<u>18,650</u>
TOTAL FUNDS	<u>289,404</u>	<u>(270,754)</u>	<u>18,650</u>

Comparatives for movement in funds

	At 1.8.23	Net movement in funds	At
	£	£	31.7.24
			£
Unrestricted funds			
General Fund	92,332	29,059	121,391
Reserve Fund	<u>30,404</u>	<u>4,896</u>	<u>35,300</u>
	<u>122,736</u>	<u>33,955</u>	<u>156,691</u>
TOTAL FUNDS	<u>122,736</u>	<u>33,955</u>	<u>156,691</u>

Notes to the Financial Statements - continued
for the Year Ended 31 July 2025

7. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General Fund	281,515	(252,456)	29,059
Reserve Fund	<u>4,896</u>	<u>-</u>	<u>4,896</u>
	<u>286,411</u>	<u>(252,456)</u>	<u>33,955</u>
TOTAL FUNDS	<u><u>286,411</u></u>	<u><u>(252,456)</u></u>	<u><u>33,955</u></u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.8.23 £	Net movement in funds £	At 31.7.25 £
Unrestricted funds			
General Fund	92,332	47,709	140,041
Reserve Fund	<u>30,404</u>	<u>4,896</u>	<u>35,300</u>
	<u>122,736</u>	<u>52,605</u>	<u>175,341</u>
TOTAL FUNDS	<u><u>122,736</u></u>	<u><u>52,605</u></u>	<u><u>175,341</u></u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General Fund	570,919	(523,210)	47,709
Reserve Fund	<u>4,896</u>	<u>-</u>	<u>4,896</u>
	<u>575,815</u>	<u>(523,210)</u>	<u>52,605</u>
TOTAL FUNDS	<u><u>575,815</u></u>	<u><u>(523,210)</u></u>	<u><u>52,605</u></u>

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2025**

8. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 July 2025.

Detailed Statement of Financial Activities
for the Year Ended 31 July 2025

	31/7/25 £	31/7/24 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	16	1,323
Investment income		
Deposit account interest	392	382
Charitable activities		
Fee Payments & Vouchers	120,692	117,923
Fundraising Activities	4,112	575
CBC Funding	<u>164,192</u>	<u>166,208</u>
	<u>288,996</u>	<u>284,706</u>
Total incoming resources	289,404	286,411
EXPENDITURE		
Charitable activities		
Consumables	5,192	3,447
Equipment/ Resources	23,734	12,508
Activities	5,755	-
Systems & Tech	3,910	3,806
Shopping/Food	<u>4,925</u>	<u>3,864</u>
	43,516	23,625
Support costs		
Management		
Wages	171,762	164,928
Social security	28,904	34,651
Pensions	8,941	8,330
Rates and water	10,503	10,768
Accountancy Fee	1,800	2,220
Goodwill Gift	120	169
Remedial Works	5,058	6,999
Training	<u>150</u>	<u>766</u>
	<u>227,238</u>	<u>228,831</u>
Total resources expended	<u>270,754</u>	<u>252,456</u>
Net income	<u>18,650</u>	<u>33,955</u>

POTTON PRE-SCHOOL (ST. MARY'S)

England & Wales - Charity number 1027170

Accounts

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 July 2024
for
Potton Pre-School**

George Hay Partnership LLP
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SG18 0LD

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for the Year Ended 31 July 2024**

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**Report of the Trustees
for the Year Ended 31 July 2024**

The trustees present their report with the financial statements of the charity for the year ended 31 July 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

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 the activities set out below.

Significant activities

A pre-school, also providing before and after school care and holiday clubs for children up to school year six. The primary activities listed in the Constitution are:

- Offering appropriate play, education and care facilities, family learning and extended hours groups, together with the rights 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.
- Encouraging the study of the needs of such children and their families and providing public interest in and recognition of such needs in the local areas.
- Instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

In carrying out the activities of the Preschool and in exercising our powers and duties as trustees of the Preschool we have had regard to the guidance issued by the Charity Commission on public benefit. During the accounting year the trustees have:

- Purchased Cutlery and Crockery for the Nest
- Replaced the carpet in the office, foyer and main room
- Purchased resources and a new tv and tv stand for the Nest
- Replaced small world resources
- Purchased reinforced steel lunch box trolley
- Purchased new bookcase
- Maintained and brought additional resources for our forest area in the garden
- Small table
- Deposit for the garden astro turf to be laid in April 2025
- Authors chair and toadstools for outside reading area

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The Pre-school has provided term-time sessions for 72 children under statutory school age during the accounting year 2023-2024.

Our before and after school club, The Nest, continued to be a valuable source of affordable childcare for local families and during the year, providing assistance to over 130 families.

The local community continue to be very supportive, and we were lucky to receive a financial donation from the Potton Consolidated Charity.

Our fundraising activities continue to be limited this year because of the cost-of-living crisis. We have, however, raised some monies through our membership of the easy fundraising website, and through some small fundraisers at Christmas and Easter.

**Report of the Trustees
for the Year Ended 31 July 2024**

FINANCIAL REVIEW

Financial position

The Pre-school has in place a deposit account which enables a salary reserve to cover the cost of 2 months wages in the unlikely event that the Pre-school has to close - this is a recommendation of the Early Years Alliance.

Our income comes from the following sources: Local Authority 2-, 3- and 4-year-old funding for pre-schoolers, Unfunded session fees for pre-schoolers, SEN Funding, The Nest breakfast and after school club fees.

Our fee increases in the previous accounting year, along with Local Authority funding and sound costs management by the pre-school management team, has meant we have been able to recoup some of the financial losses. NMW increased again this year, along with utilities which put pressure on us to increase ours again.

Our income covers the day-to-day running and staffing costs of the pre-school and Nest. Fundraising activities have been severely impacted by the cost of living crisis, families are being frugal during these difficult times but we have used other means such as fundraising shopping websites to raise monies during the year, and were grateful to receive a donation from Potton Consolidated Charities during the year.

All Pre-school funds are used to enrich the children's learning ensuring that we continue to offer the best Early Years' experience possible for all the children in our community and we work hard to maintain our Outstanding rating.

FUTURE PLANS

The Pre-School are having their garden astro-turf replaced next year and they hope to fundraise enough money to purchase some new outdoor resources.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Constitution (Pre-school Learning Alliance Model Pre-school Constitution 2011) dated 17.11.2014

Charity constitution

Unincorporated association

Recruitment and appointment of new trustees

Trustees are generally elected from the membership at the AGM, but may be co-opted onto the Committee in the period between AGMs.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1027170

Principal address

Everton Road
Potton
Sandy
Bedfordshire
SG19 2PB

Trustees

Ms H Salmon Chair
Ms C Dunne Trustee
Ms H Sauble Trustee (appointed 20.11.23)
Ms E Sewell Trustee (appointed 20.11.23)
Ms C Robinson Trustee (appointed 20.11.23)
Ms S Parker (appointed 25.11.24)

**Report of the Trustees
for the Year Ended 31 July 2024**

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

George Hay Partnership LLP
Chartered Accountants
Brigham House
High Street
Biggleswade
Bedfordshire
SG18 0LD

Approved by order of the board of trustees on and signed on its behalf by:

Hannah Salmon

.....
Trustee

**Independent Examiner's Report to the Trustees of
Potton Pre-School**

Independent examiner's report to the trustees of Potton Pre-School

I report to the charity trustees on my examination of the accounts of Potton Pre-School (the Trust) for the year ended 31 July 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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

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I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

Caroline Hicks
The Association of Chartered Certified Accountants

George Hay Partnership LLP
Chartered Accountants
Brigham House
High Street
Biggleswade
Bedfordshire
SG18 0LD

Date:

**Statement of Financial Activities
for the Year Ended 31 July 2024**

	Notes	Unrestricted funds £	Restricted fund £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		1,323	-	1,323	1,000
Charitable activities					
Fee Payments & Vouchers		117,923	-	117,923	98,636
CBC Funding		166,208	-	166,208	131,816
Fundraising Income		575	-	575	891
Investment income	2	382	-	382	133
Total		<u>286,411</u>	<u>-</u>	<u>286,411</u>	<u>232,476</u>
EXPENDITURE ON					
Charitable activities					
Education Expenditure		19,819	-	19,819	15,268
Staff Costs		208,078	-	208,078	183,687
Support Costs		24,559	-	24,559	24,363
Total		<u>252,456</u>	<u>-</u>	<u>252,456</u>	<u>223,318</u>
NET INCOME		33,955	-	33,955	9,158
RECONCILIATION OF FUNDS					
Total funds brought forward		122,736	-	122,736	113,578
TOTAL FUNDS CARRIED FORWARD		<u><u>156,691</u></u>	<u><u>-</u></u>	<u><u>156,691</u></u>	<u><u>122,736</u></u>

**Balance Sheet
31 July 2024**

	Notes	Unrestricted funds £	Restricted fund £	2024 Total funds £	2023 Total funds £
CURRENT ASSETS					
Debtors	5	17,347	-	17,347	13,054
Cash at bank		141,564	-	141,564	110,528
		<u>158,911</u>	<u>-</u>	<u>158,911</u>	<u>123,582</u>
CREDITORS					
Amounts falling due within one year	6	(2,220)	-	(2,220)	(846)
		<u>156,691</u>	<u>-</u>	<u>156,691</u>	<u>122,736</u>
NET CURRENT ASSETS					
		<u>156,691</u>	<u>-</u>	<u>156,691</u>	<u>122,736</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>156,691</u>	<u>-</u>	<u>156,691</u>	<u>122,736</u>
NET ASSETS					
		<u>156,691</u>	<u>-</u>	<u>156,691</u>	<u>122,736</u>
FUNDS					
Unrestricted funds	7			<u>156,691</u>	<u>122,736</u>
TOTAL FUNDS					
				<u>156,691</u>	<u>122,736</u>

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

Hannah Salmon
.....
Trustee

**Notes to the Financial Statements
for the Year Ended 31 July 2024**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. INVESTMENT INCOME

	2024	2023
	£	£
Deposit account interest	382	133
	<u> </u>	<u> </u>

Notes to the Financial Statements - continued
for the Year Ended 31 July 2024

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 July 2024 nor for the year ended 31 July 2023.

Trustees' expenses

There were £40 of trustees' expenses paid for the year ended 31 July 2024, compared to £0 for the year ended 31 July 2023.

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	1,000	-	1,000
Charitable activities			
Fee Payments & Vouchers	98,636	-	98,636
CBC Funding	131,816	-	131,816
Fundraising Income	891	-	891
Investment income	133	-	133
Total	<u>232,476</u>	<u>-</u>	<u>232,476</u>
EXPENDITURE ON			
Charitable activities			
Education Expenditure	15,268	-	15,268
Staff Costs	183,687	-	183,687
Support Costs	24,363	-	24,363
Total	<u>223,318</u>	<u>-</u>	<u>223,318</u>
NET INCOME	9,158	-	9,158
RECONCILIATION OF FUNDS			
Total funds brought forward	113,578	-	113,578
TOTAL FUNDS CARRIED FORWARD	<u><u>122,736</u></u>	<u><u>-</u></u>	<u><u>122,736</u></u>

Notes to the Financial Statements - continued
for the Year Ended 31 July 2024

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2024	2023
	£	£
Trade debtors	17,347	13,054
	<u> </u>	<u> </u>

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2024	2023
	£	£
Other creditors	2,220	846
	<u> </u>	<u> </u>

7. MOVEMENT IN FUNDS		Net movement	At
	At 1.8.23	in funds	31.7.24
	£	£	£
Unrestricted funds			
General Fund	92,332	29,059	121,391
Reserve Fund	30,404	4,896	35,300
	<u> </u>	<u> </u>	<u> </u>
	122,736	33,955	156,691
TOTAL FUNDS	<u>122,736</u>	<u>33,955</u>	<u>156,691</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General Fund	281,515	(252,456)	29,059
Reserve Fund	4,896	-	4,896
	<u> </u>	<u> </u>	<u> </u>
	286,411	(252,456)	33,955
TOTAL FUNDS	<u>286,411</u>	<u>(252,456)</u>	<u>33,955</u>

Comparatives for movement in funds

		Net movement	At
	At 1.8.22	in funds	31.7.23
	£	£	£
Unrestricted funds			
General Fund	83,306	9,026	92,332
Reserve Fund	30,272	132	30,404
	<u> </u>	<u> </u>	<u> </u>
	113,578	9,158	122,736
TOTAL FUNDS	<u>113,578</u>	<u>9,158</u>	<u>122,736</u>

Notes to the Financial Statements - continued
for the Year Ended 31 July 2024

7. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General Fund	232,344	(223,318)	9,026
Reserve Fund	132	-	132
	<u>232,476</u>	<u>(223,318)</u>	<u>9,158</u>
TOTAL FUNDS	<u>232,476</u>	<u>(223,318)</u>	<u>9,158</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.8.22 £	Net movement in funds £	At 31.7.24 £
Unrestricted funds			
General Fund	83,306	38,085	121,391
Reserve Fund	30,272	5,028	35,300
	<u>113,578</u>	<u>43,113</u>	<u>156,691</u>
TOTAL FUNDS	<u>113,578</u>	<u>43,113</u>	<u>156,691</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General Fund	513,859	(475,774)	38,085
Reserve Fund	5,028	-	5,028
	<u>518,887</u>	<u>(475,774)</u>	<u>43,113</u>
TOTAL FUNDS	<u>518,887</u>	<u>(475,774)</u>	<u>43,113</u>

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2024**

8. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 July 2024.

**Detailed Statement of Financial Activities
for the Year Ended 31 July 2024**

	2024 £	2023 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	1,323	1,000
Investment income		
Deposit account interest	382	133
Charitable activities		
Fee Payments & Vouchers	117,923	98,636
Fundraising Activities	575	891
CBC Funding	166,208	131,816
	284,706	231,343
Total incoming resources	286,411	232,476
EXPENDITURE		
Charitable activities		
Consumables	3,447	5,061
Equipment/ Resources	12,508	5,526
Activities	-	580
Systems & Tech	3,806	4,139
Shopping/Food	3,864	4,100
	23,625	19,406
Support costs		
Management		
Wages	164,928	150,931
Social security	34,651	26,173
Pensions	8,330	5,910
Rates and water	10,768	8,612
Accountancy Fee	2,220	846
Goodwill Gift	169	674
Rent	6,999	6,078
Training	766	4,688
	228,831	203,912
Total resources expended	252,456	223,318
Net income	33,955	9,158

POTTON PRE-SCHOOL (ST. MARY'S)

England & Wales - Charity number 1027170

Accounts



Trustees' Annual Report for the period		Period start date	1 August 2022	Period end date	31 July 2023
		From		To	

Section A Reference and administration details

Charity name
 POTTON PRE-SCHOOL (ST. MARY'S)

Other names charity is known by
 POTTON PRE-SCHOOL

Registered charity number (if any) 1027170

Charity's principal address
 Everton Road
 Pottton
 Sandy
 Postcode SG19 2PB

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)
Hannah Salmon	Chair		
Keighley Northfield	Treasurer		
Lynne Clift	Secretary		
Christine Dunne			
Lesley-Ann Northrop			
Ru Jogia-Patel			

- 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.

Additional governance issues (Optional information)

Constitution (Pre-school Learning Alliance Model Pre-school Constitution 2011) dated 17.11.2014 <small>(eg. trust deed, constitution)</small>	Unincorporated association <small>(eg. trust, association, company)</small>	Trustees are generally elected from the membership at the AGM, but may be co-opted onto the Committee in the period between AGMs. <small>(eg. appointed by, elected by)</small>
--	--	--

Description of the charity's trusts

Section B Structure, governance and management

Holly Gabbitas, Preschool Manager

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

Type of adviser	Name	Address

Names and addresses of advisers (Optional information)

Name	Dates acted if not for whole year

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

Objectives and activities

Section C

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

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)

<p>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 the activities set out below.</p>	<p>A pre-school, also providing before and after school care and holiday clubs for children up to school year six. The primary activities listed in the Constitution are:</p> <ul style="list-style-type: none"> • Offering appropriate play, education and care facilities, family learning and extended hours groups, together with the rights 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. • Encouraging the study of the needs of such children and their families and providing public interest in and recognition of such needs in the local areas. • Instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance. <p>In carrying out the activities of the Preschool and in exercising our powers and duties as trustees of the Preschool we have had regard to the guidance issued by the Charity Commission on public benefit. In particular, during the accounting year the trustees have:</p> <ul style="list-style-type: none"> • Purchased a new water table for the outside area • Continued to invest in improving our SEN facilities by purchasing new items for the SEN room. • Purchased a variety of new and educational toys, including multi-cultural items and replenished tired resources. • Revived our Maths stations and purchased new resources for these. • Continued to provide the staff with mandatory and additional training opportunities to further enhance the skill set of the setting, and ensure that all staff are up to date with changes in the sector, particularly with regards to the EYFS Reform changes. • Pre-School Manager is undertaking her Level 5 qualification. • Maintained and brought additional resources for our forest area in the garden • Purchased new tables and chairs for the main room.
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Additional details of objectives and activities (Optional information)

Further financial review details (Optional information)

N/A	<p>The Pre-school has in place a deposit account which enables a salary reserve to cover the cost of 2 months wages in the unlikely event that the Pre-school has to close – this is a recommendation of the Early Years Alliance.</p>
-----	--

Details of any funds materially in deficit

Brief statement of the charity's policy on reserves

Section E Financial review

<p>The Pre-school has provided term-time sessions for 64 children under statutory school age during the accounting year 2022-2023.</p> <p>Our before and after school club, The Nest, continued to be a valuable source of affordable childcare for local families and during the year, providing assistance to over 132 families.</p> <p>The local community continue to be very supportive, and we were lucky to receive a financial donation from the Potton Consolidated Charity.</p> <p>Our fundraising activities continue to be limited this year because of the cost of living crisis. We have, however, raised some monies through our membership of the easy fundraising website, and through our membership of Amazon Smile.</p>

Summary of the main achievements of the charity during the year

Section D Achievements and performance


Empty box for achievements and performance
--

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

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

10/11/23

3/11/23

		Signature(s)
LYNNE GIFT	Hannah Salmon	Full name(s)
Secretary LYNNE GIFT	Chair	Position (eg Secretary, Chair, etc)

Signed on behalf of the charity's trustees

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

Section G Declaration

Section F Other optional information

Our income comes from the following sources: Local Authority 2, 3 and 4 year-old funding for Pre-schoolers, Unfunded session fees for pre-schoolers, SEN Funding, The Nest Breakfast and After School Club fees. Our fee increases in the previous Accounting year, along with Local Authority funding and sound costs management by the Preschool management team, has meant we have been able to recoup some of the financial losses. Our utilities and food costs have risen this year as well as also had to cover the annual sinking fund charge to the council as well as other repair costs – in particular to our boiler, emergency lighting and entry system.

Our income covers the day-to-day running and staffing costs of the pre-school and Nest and we are lucky enough to have a small fundraising team to help raise extra funds to use in the setting to replace worn out toys and pay for Christmas / End of Year treats for the children. Fundraising activities have been severely impacted by the cost of living crisis, families are being frugal during these difficult times but we have used other means such as fundraising shopping websites to raise monies during the year, and were grateful to receive a donation from Potton Consolidated Charities during the year.

All Pre-school funds are used to enrich the children's learning ensuring that we continue to offer the best Early Years' experience possible for all the children in our community and we work hard to maintain our Outstanding rating.

- 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.

October 2022 / 3 / 49 / HS



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Potton Pre-School (St Mary's)

**On accounts for the year
ended**

31st July 2023

**Charity no
(if any)**

10227170

Set out on pages

7 and 8

(remember to include the page numbers of additional sheets)

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

**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:

20/03/2024

Name:

Richard Dilley

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

FCA FCCA

Address:

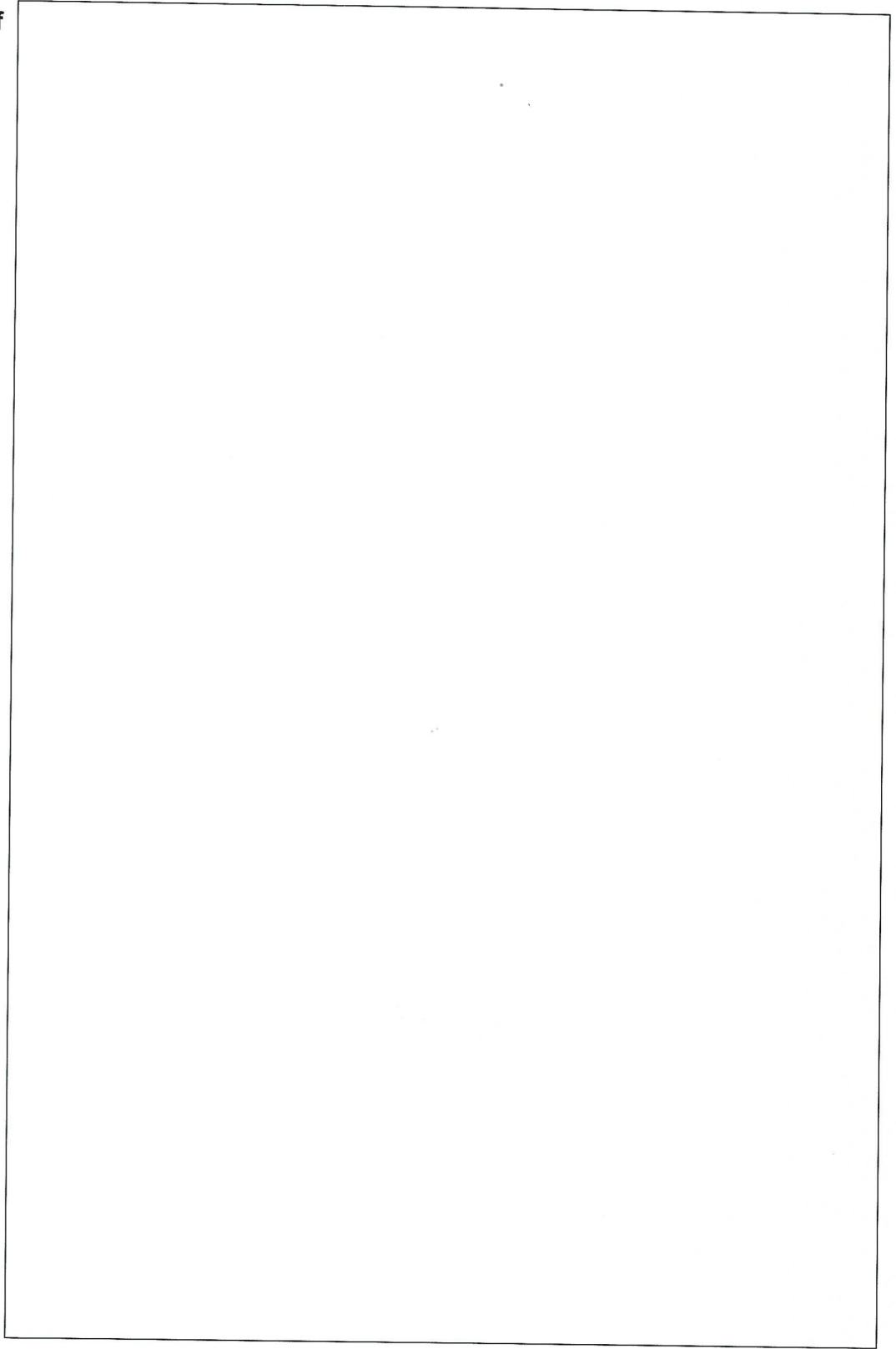
George Hay Partnership LLP

Brigham House, 93 High Street

Biggleswade, Beds, SG18 0LD

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.





Receipts and payments accounts

CC16a

For the period from	01 Aug 22	To	31 Jul 23
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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 £
A1 Receipts					
Fee Payments & Vouchers	98,636	-	-	98,636	61,261
CBC Funding Income	118,762	-	-	118,762	147,591
Fundraising Income	891	-	-	891	331
Bank Interest	133	-	-	133	3
Donations/Goodwill	1,000	-	-	1,000	1,001
Sub total (Gross income for AR)	219,422	-	-	219,422	210,187
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	219,422	-	-	219,422	210,187
A3 Payments					
Wages / Payroll	150,931	-	-	150,931	139,594
HMRC	26,173	-	-	26,173	21,867
Pension	5,910	-	-	5,910	6,475
Premises / Rent	6,078	-	-	6,078	13,859
Consumables	5,061	-	-	5,061	4,984
Equipment / Resources	5,526	-	-	5,526	3,866
Activities	580	-	-	580	479
Goodwill gift	673	-	-	673	901
Fundraising Costs	-	-	-	-	-
Petty Cash	-	-	-	-	-
Systems & Technology	4,139	-	-	4,139	3,094
Training	4,688	-	-	4,688	2,157
Utilities	8,612	-	-	8,612	6,048
Shopping / Food	4,100	-	-	4,100	3,895
Miscellaneous	-	-	-	-	-
Sub total	222,471	-	-	222,471	207,221
A4 Asset and investment purchases, (see table)					
General items considered	-	-	-	-	-
investment rather than consumables	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	222,471	-	-	222,471	207,221
Net of receipts/(payments)	- 3,049	-	-	- 3,049	2,966
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	113,577	-	-	113,577	110,611
Cash funds this year end	110,528	-	-	110,528	113,577

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 £
B1 Cash funds	Lloyds Bank Treasurer Account	77,435	-	-
	Lloyds Bus Bank Extra (Reserves)	30,404	-	-
	Lloyds Bus Banking Extra (Fundraising)	2,689	-	-
	Cash in hand (Petty Cash & uniform sales)	-	-	-
	Total cash funds	110,528	-	-

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-

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

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use				-
				-
				-
				-
				-
				-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities		Unrestricted		
		Unrestricted		
	Independent examiner fee	Unrestricted	705+VAT	01/12/23
		Unrestricted		

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

Signature <div style="border: 1px solid black; padding: 5px; font-family: cursive;">C. Robinson</div>	Print Name <div style="border: 1px solid black; padding: 5px;">CERI ROBINSON</div>	Date of approval <div style="border: 1px solid black; padding: 5px;">24/04/24</div>
--	---	--



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Potton Pre-School (St Mary's)

**On accounts for the year
ended**

31st July 2023

**Charity no
(if any)**

10227170

Set out on pages

7 and 8

(remember to include the page numbers of additional sheets)

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**Responsibilities and
basis of report**

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**Independent
examiner's statement**

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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:

20/03/2024

Name:

Richard Dilley

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

FCA FCCA

Address:

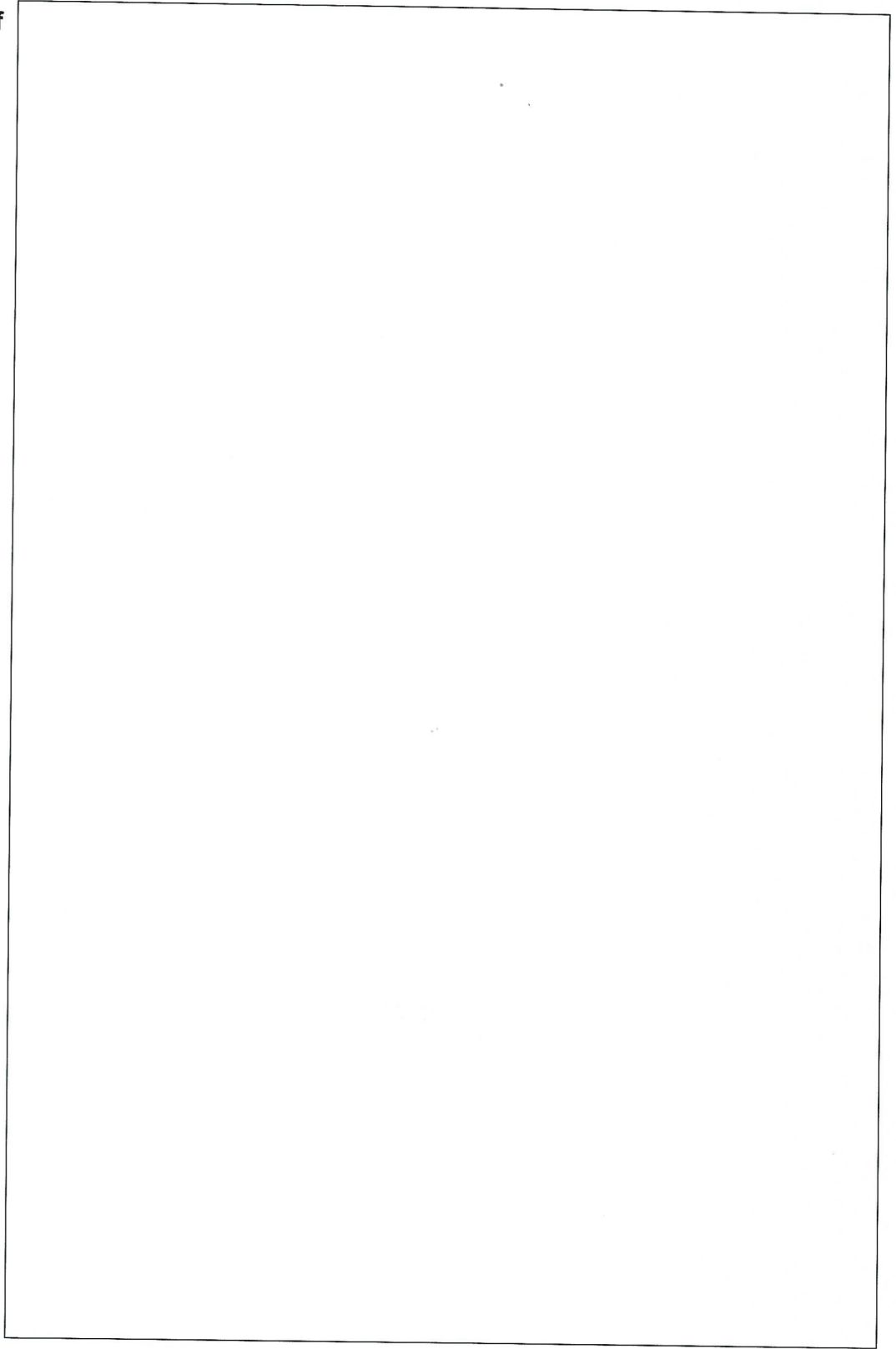
George Hay Partnership LLP

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Receipts and payments accounts

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For the period from	01 Aug 22	To	31 Jul 23
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Section A Receipts and payments

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Bank Interest	133	-	-	133	3
Donations/Goodwill	1,000	-	-	1,000	1,001
Sub total (Gross income for AR)	219,422	-	-	219,422	210,187
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	219,422	-	-	219,422	210,187
A3 Payments					
Wages / Payroll	150,931	-	-	150,931	139,594
HMRC	26,173	-	-	26,173	21,867
Pension	5,910	-	-	5,910	6,475
Premises / Rent	6,078	-	-	6,078	13,859
Consumables	5,061	-	-	5,061	4,984
Equipment / Resources	5,526	-	-	5,526	3,866
Activities	580	-	-	580	479
Goodwill gift	673	-	-	673	901
Fundraising Costs	-	-	-	-	-
Petty Cash	-	-	-	-	-
Systems & Technology	4,139	-	-	4,139	3,094
Training	4,688	-	-	4,688	2,157
Utilities	8,612	-	-	8,612	6,048
Shopping / Food	4,100	-	-	4,100	3,895
Miscellaneous	-	-	-	-	-
Sub total	222,471	-	-	222,471	207,221
A4 Asset and investment purchases, (see table)					
General items considered	-	-	-	-	-
investment rather than consumables	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	222,471	-	-	222,471	207,221
Net of receipts/(payments)	- 3,049	-	-	- 3,049	2,966
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	113,577	-	-	113,577	110,611
Cash funds this year end	110,528	-	-	110,528	113,577

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 £
B1 Cash funds	Lloyds Bank Treasurer Account	77,435	-	-
	Lloyds Bus Bank Extra (Reserves)	30,404	-	-
	Lloyds Bus Banking Extra (Fundraising)	2,689	-	-
	Cash in hand (Petty Cash & uniform sales)	-	-	-
	Total cash funds	110,528	-	-

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

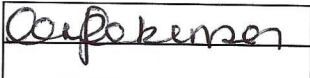
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-

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

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use				-
				-
				-
				-
				-
				-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities		Unrestricted		
		Unrestricted		
	Independent examiner fee	Unrestricted	705+VAT	01/12/23
		Unrestricted		
		Unrestricted		

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

Signature	Print Name	Date of approval
	CERI ROBINSON	24/04/24

POTTON PRE-SCHOOL (ST. MARY'S)

England & Wales - Charity number 1027170

Accounts



Trustees' Annual Report for the period

Period start date: 1 August 2021
 Period end date: 31 July 2022
 From To

Section A Reference and administration details

Charity name: **POTTON PRE-SCHOOL (ST. MARY'S)**

Other names charity is known by: **POTTON PRE-SCHOOL**

Registered charity number (if any): **1027170**

Charity's principal address:

Everton Road	
Potton	
Sandy	
Postcode	SG19 2PB

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	Hannah Salmon	Chair		
2	Keighley Northfield	Treasurer		
3	Sarah Jenkins	Secretary	Resigned June 2022	
4	Christine Dunne			
5	Lesley-Ann Northrop			
13	Lynne Clift			
14	Ru Jogia-Patel			
16	Hannah Mayhew-Mead			

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)

Holly Gabbitas, Preschool Manager

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document	Constitution (Pre-school Learning Alliance Model Pre-school Constitution 2011) dated 17.11.2014
How the charity is constituted	Unincorporated association
Trustee selection methods	Trustees are generally elected from the membership at the AGM, but may be co-opted onto the Committee in the period between AGMs.

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 the activities set out below.

A pre-school, also providing before and after school care and holiday clubs for children up to school year 7. The primary activities listed in the Constitution are:

- Offering appropriate play, education and care facilities, family learning and extended hours groups, together with the rights 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.
- Encouraging the study of the needs of such children and their families and providing public interest in and recognition of such needs in the local areas.
- Instigating and adhering to and furthering the aims and objects 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)

In carrying out the activities of the Preschool and in exercising our powers and duties as trustees of the Preschool we have had regard to the guidance issued by the Charity Commission on public benefit. In particular, during the course of the accounting year the trustees have:

- Purchased a new kitchen for the home corner area
- Continued to invest in improving our SEN facilities by purchasing new items for the SEN room.
- Purchased a variety of new and educational toys, including multi-cultural items and resources and replenished tired resources.
- Purchased large garden equipment such as a new sand table.
- Revived our Maths stations and purchased new resources for these.
- Continued to provide the staff with mandatory and additional training opportunities to further enhance the skill set of the setting and ensure that all staff are up-to-date with changes in the sector, particularly with regards to the EYFS Reform changes.
- A member of staff enrolled on the Level 3 Forest School Leader training course
- Ensured that the staff were provided with the correct PPE to continue to operate and established a monthly 'fogging' schedule with an external contractor to ensure that the building, staff and children had the highest level of protection from the virus and to prevent the spread.
- Created a forest area in the garden
- Re-vamped our quiet book area, purchased new books, cushions and dividers..

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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The Pre-school has provided term-time sessions for 76 children under statutory school age during the accounting year 2021-2022.

Our before and after school club, The Nest, continued to be a valuable source of affordable childcare for local families and during the year, providing assistance to over 130 families. The numbers this year are back up to the pre-Covid numbers.

The local community continue to be very supportive, and we were lucky to receive a financial donation from the Potton Consolidated Charity.

Our fundraising activities have been limited this year because of the cost of living crisis. We have, however, raised £98.97 through our membership of the easyfundraising website, and £217.88 through our membership of Amazon Smile.

We have worked very closely with other Early Years settings and schools in the area throughout the academic year and have supported each other.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Pre-school has in place a deposit account which enables a salary reserve to cover the cost of 2 months wages in the unlikely event that the Pre-school has to close – this is a recommendation of the Early Years Alliance.

Details of any funds materially in deficit

N/A

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.

Our income comes from the following sources: Local Authority 2, 3 and 4 year-old funding for Pre-schoolers, Unfunded session fees for pre-schoolers, SEN Funding, The Nest Breakfast and After School Club fees.

Our fee increases in the previous Accounting year, along with Local Authority funding and sound costs management by the Preschool management team, has meant we have been able to recoup some of the financial losses due to Covid. At the end of the financial year we made a small surplus, which we were not expecting and had forecast to breakeven. Our utilities and insurance have risen this year, we also had to cover the annual sinking fund charge to the council as well as other repair costs – in particular to our boiler.

Our income covers the day-to-day running and staffing costs of the pre-school and Nest and we are lucky enough to have a small fundraising team to help raise extra funds to use in the setting to replace worn out toys and pay for Christmas / End of Year treats for the children. Fundraising activities have been severely impacted by the cost of living crisis, families are being frugal during these difficult times but we have used other means such as fundraising shopping websites to raise monies during the year, and were grateful to receive a donation from Potton Consolidated Charities during the year.

All Pre-school funds are used to enrich the children's learning ensuring that we continue to offer the best Early Years' experience possible for all the children in our community and we work hard to maintain our Outstanding rating.

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)	Hannah Salmon	Lynne Clift
Position (eg Secretary, Chair, etc)	Chair	Secretary



CHARITY COMMISSION
FOR ENGLAND AND WALES

Potton Pre-School (St. Mary's)

1027/170

Receipts and payments accounts

CC16a

For the period
from

01-Aug-21

To

31-Jul-22

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					
Fee Payments & Vouchers	61,261	-	-	61,261	39,527
CBC Funding Income	147,591	-	-	147,591	136,864
Fundraising Income	331	-	-	331	229
Bank Interest	3	-	-	3	4
Donations/Goodwill	1,001	-	-	1,001	1,000
Sub total (Gross income for AR)	210,187	-	-	210,187	177,623
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	210,187	-	-	210,187	177,623
A3 Payments					
Wages / Payroll	139,594	-	-	139,594	130,138
HMRC	21,867	-	-	21,867	13,244
Pension	6,475	-	-	6,475	8,231
Premises / Rent	13,859	-	-	13,859	10,515
Consumables	4,984	-	-	4,984	3,557
Equipment / Resources	3,866	-	-	3,866	2,509
Activities	479	-	-	479	198
Goodwill gift	901	-	-	901	840
Fundraising Costs	-	-	-	-	-
Petty Cash	-	-	-	-	28
Systems & Technology	3,094	-	-	3,094	3,944
Training	2,157	-	-	2,157	530
Utilities	6,048	-	-	6,048	5,552
Shopping / Food	3,895	-	-	3,895	3,089
Miscellaneous	-	-	-	-	-
Sub total	207,221	-	-	207,221	182,375
A4 Asset and investment purchases, (see table)					
General items considered	-	-	-	-	-
investment rather than consumables	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	207,221	-	-	207,221	182,375
Net of receipts/(payments)	2,966	-	-	2,966	4,752
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	110,611	-	-	110,611	115,363
Cash funds this year end	113,577	-	-	113,577	110,611

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 £
B1 Cash funds	Lloyds Bank Treasurer Account	79,534	-	-
	Lloyds Bus Bank Extra (Reserves)	30,272	-	-
	Lloyds Bus Banking Extra (Fundraising)	3,772	-	-
	Cash in hand (Petty Cash & uniform sales)	-	-	-
	Total cash funds	113,577	-	-

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-

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

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	IT replacement cost	Unrestricted	6,000	-
	Rescources replacement cost	Unrestricted	20,000	-
	Furniture replacement cost	Unrestricted	7,500	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities		Unrestricted		
		Unrestricted		
	Independent examiner fee	Unrestricted	£635+VAT	01/12/22
		Unrestricted		

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

Signature	Print Name	Date of approval



Section A Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Potton Pre-School (St Mary's)

**On accounts for the year
ended**

31st July 2022

**Charity no
(if any)**

10227170

Set out on pages

7 and 8
(remember to include the page number, of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st July 2022.

**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:

24/3/2023

Name:

Richard Dilley

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

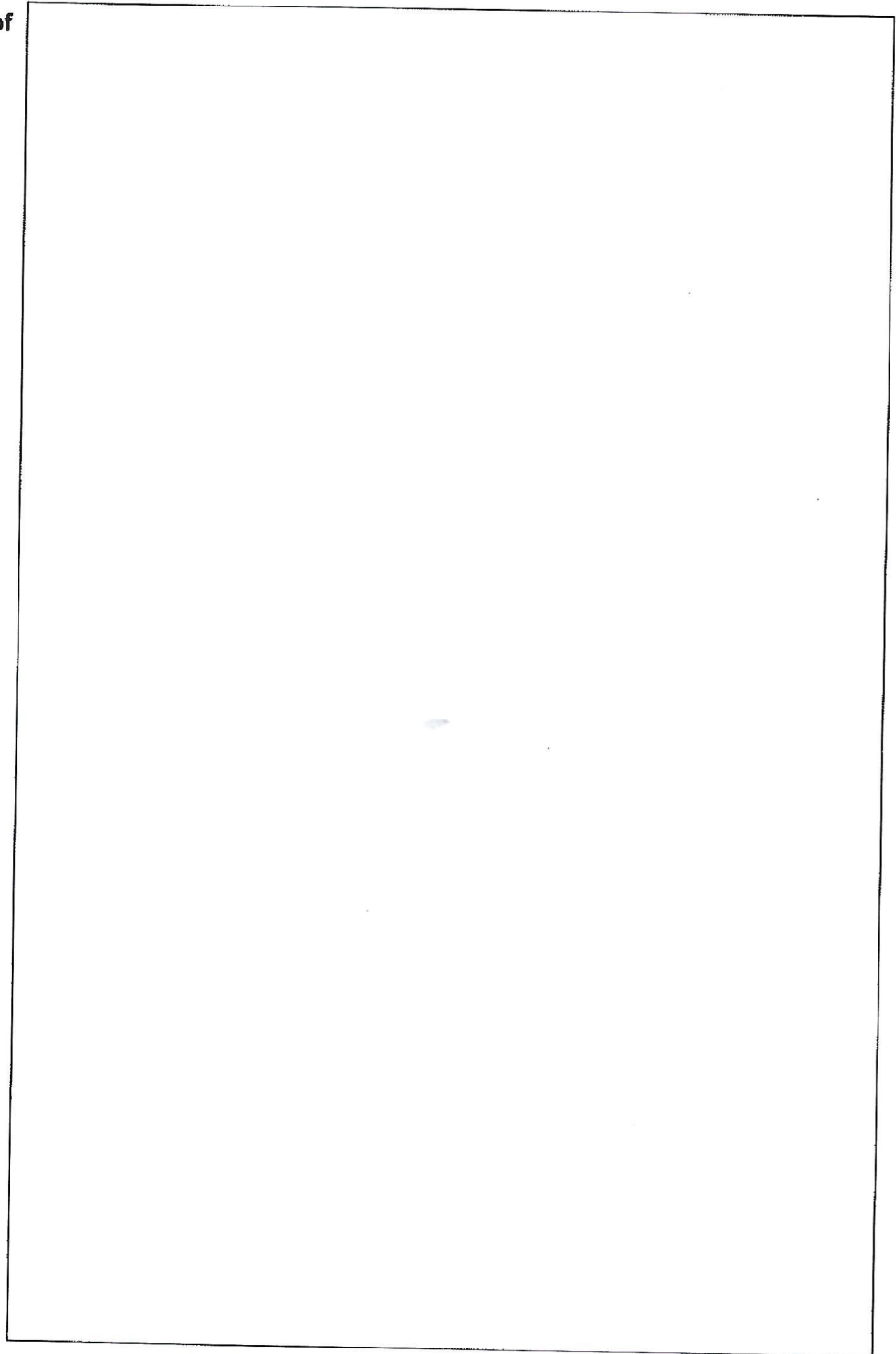
FCA FCCA

Address:

George Hay Partnership LLP
Brigham House, 93 High Street
Biggleswade, Beds, SG18 0LD

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.



POTTON PRE-SCHOOL (ST. MARY'S)

England & Wales - Charity number 1027170

Accounts

Trustees' Annual Report for the period

Period start date	1 August 2020	To	31 July 2021
Period end date			

Reference and administration details

Charity name: **POTTON PRE-SCHOOL (ST. MARY'S)**

Other names charity is known by: **POTTON PRE-SCHOOL**

Registered charity number (if any): **1027170**

Charity's principal address: **Everton Road**

Potton

Sandy

Postcode: **SG19 2PB**

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 Hannah Salmon	Chair		
2 Barry Davies	Treasurer	Resigned 30.04.2021	
3 Sarah Jenkins	Secretary		
4 Christine Dunne			
5 Lesley-Ann Northrop			
6 Michelle Major		Resigned 21.01.2021	
7 Charlotte Clare		26.11.2020 - 29.11.2021	
8 Dannielle Watson		Resigned 07.09.2020	
10 Charlotte West		Resigned 26.11.2020	
11 Nerys Wright		Resigned 26.11.2020	
12 Fran Austin	Treasurer	17.05.2021 - 29.11.2021	
13 Lyne Cliff		Appointed 17.05.2021	
14 Ru Joglea-Patel		Appointed 17.05.2021	
15 Keighley Northfield	Treasurer	Appointed 29.11.2021	
16 Hannah Mayhew-Mead		Appointed 29.11.2021	

- 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.

Additional governance issues (Optional information)

Constitution (Pre-school Learning Alliance Model Pre-school Constitution 2011) dated 17.11.2014	Unincorporated association	Trustees are generally elected from the membership at the AGM, but may be co-opted onto the Committee in the period between AGMs.
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Type of governing document (eg. trust deed, constitution)
 How the charity is constituted (eg. trust, association, company)
 Trustee selection methods (eg. appointed by, elected by)

Description of the charity's trusts

Section B Structure, governance and management

Holly Gabbitas, Preschool Manager

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

Name	Address	Type of adviser

Names and addresses of advisers (Optional information)

Name	Dates acted if not for whole year

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

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 the activities set out below.

A pre-school, also providing before and after school care and holiday clubs for children up to school year 7. The primary activities listed in the Constitution are:

- Offering appropriate play, education and care facilities, family learning and extended hours groups, together with the rights 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.
- Encouraging the study of the needs of such children and their families and providing public interest in and recognition of such needs in the local areas.
- Instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

In carrying out the activities of the Preschool and in exercising our powers and duties as trustees of the Preschool we have had regard to the guidance issued by the Charity Commission on public benefit. In particular, during the course of the accounting year the trustees have:

- Purchased cooking and baking resources to provide all the children opportunities to cook/bake
- Continued to invest in improving our SEN facilities by refurbishing the SEN office and purchasing new items for the SEN room.
- Purchased a variety of new and educational toys, including multi-cultural dolls and resources, threading and weaving resources to replace existing tired stock
- Purchased large garden equipment such as a climbing wall and water play table
- Revived our Maths stations and purchased new resources for these.
- Employed a new part-time member of staff to support with key children
- Continued to provide the staff with mandatory and additional training opportunities to further enhance the skill set of the setting and ensure that all staff are up-to-date with changes in the sector, particularly with regards to the EYFS Reform changes.
- Ensured that the staff were provided with the correct PPE to continue to operate and established a monthly 'fogging' schedule with an external contractor to ensure that the building, staff and children had the highest level of protection from the virus and to prevent the spread.
- Refurbished our garden area, creating vegetable patches and herb gardens thus purchasing resources for these.

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)

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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The Pre-school has provided term-time sessions for 73 children under statutory school age during the accounting year 2020/2021. Our before and after school club, The Nest, continued to be a valuable source of affordable childcare for local families and during the year, providing assistance to over 100 families. This number was less than in previous years as parents have been working from home following government guidance during the COVID-19 pandemic. The local community continue to be very supportive, and we were lucky to receive a financial donation from the Potton Consolidated Charity.

Our fundraising activities have been limited this year because of COVID-19, as we have been unable to run our usual face-to-face events. We have, however, raised £76,30 through our membership of the easyfundraising website, and £23,41 through our membership of Amazon Smile, which commenced during the financial period.

We have worked very closely with other Early Years settings and schools in the area throughout the academic year and have heavily supported each other through the challenging circumstances we all found ourselves in this year.

Section E

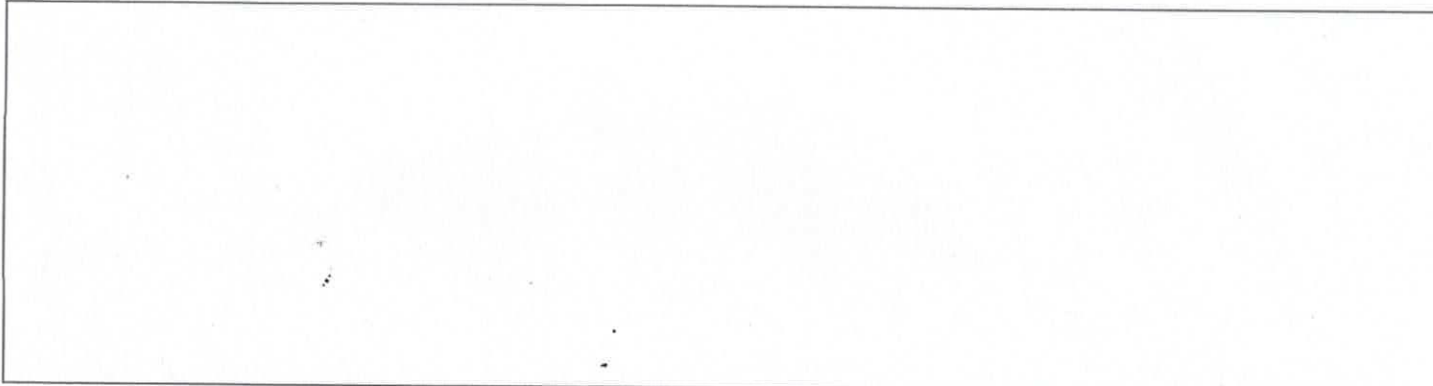
Financial review

Brief statement of the charity's policy on reserves

The Pre-school has in place a deposit account which enables a salary reserve to cover the cost of 2 months wages in the unlikely event that the Pre-school has to close – this is a recommendation of the Early Years Alliance.

Details of any funds materially in deficit

N/A



Section F Other optional information

The COVID-19 Pandemic has once again made for a challenging financial year. Preschool was open during the year, but with significantly reduced numbers compared to usual years from January to July 2021. The Nest was closed to all but keyworker and vulnerable children for the first half term of 2021, and operated with significantly fewer numbers for the remainder of the financial year.

Despite the challenge, it has been possible to retain all team members on full remuneration.

Our income comes from the following sources: Local Authority 2, 3 and 4 year-old funding for Pre-schoolers, Unfunded session fees for pre-schoolers, SEN Funding, The Nest Breakfast, After School and Holiday Club fees.

Our fee increase in the previous Accounting year, along with continued receipt of Local Authority funding and sound costs management by the Preschool management team, allowed us to see through the lockdown period when our income was greatly reduced. At the end of the financial year we did not see the increased balance as projected, but we were able to minimise our losses to a manageable amount, which was covered by the balance within the bank account. Our premises costs were higher than usual during this year as we had to pay the sinking fund invoice payable under the terms of our lease to Central Bedfordshire Council for both the 2019/20 and 2020/21 years in this financial year (owing to late invoicing of the 2019/20 year).

Our income covers the day-to-day running and staffing costs of the pre-school and Nest and we are lucky enough to have a small fundraising team to help raise extra funds to use in the setting to replace worn out toys and pay for Christmas / End of Year treats for the children. Fundraising activities have been severely impacted by the pandemic, but we have used other means such as fundraising shopping websites to raise monies during the year despite the lack of face-to-face events, and were grateful to receive a donation from Potton Consolidated Charities during the year.

All Pre-school funds are used to enrich the children's learning ensuring that we continue to offer the best Early Years' experience possible for all the children in our community and we work hard to maintain our Outstanding rating.

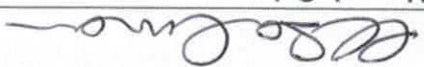

- You may choose to include additional information, where relevant about:
- the charity's principal sources of funds (including any fundraising);
 - how expenditure has supported the key objectives of the charity;
 - investment policy and objectives including any ethical investment policy adopted.

Further financial review details (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)	Position (eg Secretary, Chair, etc)
	Hannah Salmon	Chair
	Sarah Jenkins	Secretary

Date 30.03.2022



Receipts and payments accounts

For the period from 01-Aug-20 to 31-Jul-21

To

CC16a

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

39,527	-	-	39,527	76,207
136,864	-	-	136,864	131,309
229	-	-	229	5,078
4	-	-	4	30
1,000	-	-	1,000	1,000
177,623	-	-	177,623	213,624

A2 Asset and investment sales, (see table).

-	-	-	-	-
-	-	-	-	-

Total receipts

177,623	-	-	177,623	213,624
---------	---	---	---------	---------

A3 Payments

130,138	-	-	130,138	145,203
13,244	-	-	13,244	20,985
8,231	-	-	8,231	7,699
10,515	-	-	10,515	6,856
3,557	-	-	3,557	4,406
2,509	-	-	2,509	368
198	-	-	198	1,507
840	-	-	840	711
-	-	-	-	491
28	-	-	28	-
3,944	-	-	3,944	2,270
530	-	-	530	154
5,552	-	-	5,552	4,253
3,089	-	-	3,089	3,770
-	-	-	-	-
182,375	-	-	182,375	198,674

Sub total

-	-	-	-	5,000
-	-	-	-	5,000

Total payments

182,375	-	-	182,375	203,674
---------	---	---	---------	---------

Net of receipts/(payments)

4,752	-	-	4,752	9,950
115,363	-	-	115,363	-
110,611	-	-	110,611	105,413
-	-	-	-	115,363

A5 Transfers between funds
A6 Cash funds last year end
Cash funds this year end

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

Categories	Unrestricted funds	Restricted funds	Endowment funds
Loyds Bank Treasurer Account	75,850	-	-
Loyds Bus Bank Extra (Reserves)	30,269	-	-
Loyds Bus Banking Extra (Fundraising)	4,492	-	-
Cash in hand (Petty Cash & uniform sales)	-	-	-
Total cash funds	110,611	-	-

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

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

22 Other monetary assets

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

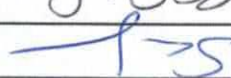
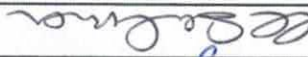
33 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
IT replacement cost	Unrestricted	6,000	-
Resources replacement cost	Unrestricted	20,000	-
Furniture replacement cost	Unrestricted	7,500	-
		-	-
		-	-
		-	-
		-	-

4 Assets retained for the charity's own use

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Supplier Invoices	Unrestricted	37	Aug-21
Premises Decorating costs	Unrestricted	3,092	Aug-21
Independent examiner fee	Unrestricted	650	
Premises fogging costs	Unrestricted	504	

5 Liabilities

Signature	Print Name:	Date of approval
	SARAH JENKINS	21.03.2022
	HANNAH SALMON	30.03.2022

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



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
POTTON PRE-SCHOOL (ST MARY'S)

On accounts for the year ended

31st July 2021
Charity no (if any)
1027170

Set out on pages

7 and 8
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st July 2021.

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").

Independent examiner's statement

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.
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.

Signed:

Aleathia Richards
A. Richards

Date:

11th April 2022

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

Fellow of the Institute of Chartered Accountants in England and Wales - FCA
Fellow of the Association of Charity Independent Examiners - FCIE

Address:

14 Townsend Court, Reepham
Norwich, Norfolk
NR10 4LD

Disclosure

Section B

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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Give here brief details of
any items that the
examiner wishes to
disclose.

POTTON PRE-SCHOOL (ST. MARY'S)

England & Wales - Charity number 1027170

Accounts



Trustees' Annual Report for the period

	Period start date		Period end date				
From	1	August	2019	To	31	July	2020

Section A

Reference and administration details

Charity name

POTTON PRE-SCHOOL (ST. MARY'S)

Other names charity is known by

POTTON PRE-SCHOOL

Registered charity number (if any)

1027170

Charity's principal address

Everton Road

Potton

Sandy

Postcode

SG19 2PB

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	Hannah Salmon	Chair from 21.11.19		
2	Barry Davies	Treasurer	Resigned 30.4.2021	
3	Sarah Jenkins	Secretary		
4	Christine Dunne			
5	Lesley-Ann Northrop		Appointed 21.11.2019	
6	Michelle Major		21.11.2019 - 21.1.2021	
7	Charlotte Clare		Appointed 26.11.2020	
8	Dannielle Watson		21.11.2019 - 7.9.2020	
10	Charlotte West		21.11.2019 - 26.11.2020	
11	Nerys Wright		21.11.2019 - 26.11.2020	
12	Michelle Rowley		Resigned 21.11.2019	
13	Lauren Lindley-Hall		17.11.2016 – 21.11.2019	
14				
15				

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)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document	Constitution (Pre-school Learning Alliance Model Pre-school Constitution 2011) dated 17.11.2014
How the charity is constituted	Unincorporated association
Trustee selection methods	Trustees are generally elected from the membership at the AGM, but may be co-opted onto the Committee in the period between AGMs.

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.

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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 the activities set out below.

A pre-school, also providing before and after school care and holiday clubs for children up to school year 7. The primary activities listed in the Constitution are:

- Offering appropriate play, education and care facilities, family learning and extended hours groups, together with the rights 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.
- Encouraging the study of the needs of such children and their families and providing public interest in and recognition of such needs in the local areas.
- Instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

In carrying out the activities of the Preschool and in exercising our powers and duties as trustees of the Preschool we have had regard to the guidance issued by the Charity Commission on public benefit. In particular, during the course of the accounting year the trustees have:

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)

- Continued funding external specialists who provide additional learning experiences for the children such as, Triumph Fitness, KidsLingo, and we have also provided resources to enable the children to enjoy practitioner-led yoga sessions thus encouraging the development of their physical and emotional health and well-being
- Purchased new resources for the setting to establish the 'Curiosity Approach' to learning
- Continued to invest in improving the staff facilities by refurbishing the office and purchasing new items for the SEN room.
- Purchased a variety of new and educational toys, including Small World toys to replace existing tired stock
- Purchased large garden equipment and a range of items to support our aim to establish Forest School into the daily schedule
- We have also set aside additional funds in the Fundraising account to provide a member of staff with Level 3 Forest School training when COVID-19 restrictions permit this to go ahead
- Employed a new full-time member of staff to support children with SEND
- Continued to provide the staff with mandatory and additional training opportunities to further enhance the skill set of the setting and ensure that all staff are up-to-date with changes in the sector
- During COVID-19 Lockdown we assisted the setting in establishing secure policies and procedures so that the staff could continue to remain open to support keyworker families and vulnerable children.
- Ensured that the staff were provided with the correct PPE to continue to operate and established a monthly 'fogging' schedule

with an external contractor to ensure that the building, staff and children had the highest level of protection from the virus and to prevent the spread.

- Due to our financial position, we have been able to support all our staff with continuous remuneration during the lockdown and did not have to engage the Furlough or Business Loan scheme.

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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The Pre-school has provided term-time sessions for 66 children under statutory school age during the accounting year 2019/2020. Whilst this number is slightly down on the previous year, the actual number of sessions being used per child has continued to increase, mainly due to the number of families that are now accessing the 30hrs Extended Funding and can afford additional sessions, and also because we are the only Outstanding rated pre-school in the area.

Due to COVID-19, we did not see the usual increase in applications during the Spring and Summer terms so many of our sessions remained un-sold and this did have an impact on the income that we had forecasted to receive.

Our before and after school club, The Nest, continued to be a valuable source of affordable childcare for local families and during the year, providing assistance to over 143 families and carers prior to lockdown. This number reduced drastically during lockdown as the government restrictions placed limits on the families that we could support. Our income from Nest sessions was greatly reduced during this time as Nest sessions are not supported in the same way that the Local Authority supports pre-school sessions.

The local community continue to be very supportive and we were lucky to receive financial donations from the Potton Consolidated Charity.

For the second year running we entered and reached the final selection in a UK wide competition with Aviva, and whilst we did not win, we achieved the total £500 towards our Forrest School Project training.

In addition, we also applied for the Local Councillor Grant which enabled us to purchase the larger garden items.

Other fundraising activity this year has been some small Creche and Craftmas events and a Big Quiz held in February which was extremely well attended and successful in raising additional funds for the pre-school.

Section D

Achievements and performance

We continue to embed our setting in the local community and promote children's services at community events and this year provided face painting and tattoos at the Party in the Park event.

We have worked very closely with other Early Years settings and schools in the area throughout the academic year and have heavily supported each other through the challenging circumstances we all found ourselves in this year.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Pre-school has in place a deposit account which enables a salary reserve to cover the cost of 2 months wages in the unlikely event that the Pre-school has to close – this is a recommendation of the Early Years Alliance.

Details of any funds materially in deficit

N/A

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.

The COVID-19 Pandemic has made for a challenging financial year with both the pre-school and Nest having to close completely for a prolonged period and then operating at a reduced capacity thereafter.

Despite the challenge, it has been possible to retain all team members on full re-numeration.

Our income comes from the following sources: Local Authority 2, 3 and 4 year-old funding for Pre-schoolers, Unfunded session fees for pre-schoolers, SEN Funding, The Nest Breakfast, After School and Holiday Club fees.

The fee increase in the previous Accounting year allowed us to build up our funds and secured our finances to see us through the lockdown period when our income was greatly reduced. At the end of the financial year 31st July 2019/2020 we did not see the increased balance as projected, but the year ended with a healthy balance nonetheless in both the main Treasurer's Account and the Fundraising account.

Our income covers the day-to-day running and staffing costs of the pre-school and Nest and we are lucky enough to have a small fundraising team to help raise extra funds to use in the setting to replace worn out toys and pay for Christmas / End of Year treats for the children.

Our surplus fee income, combined with the Pupil Premium funding, allows us to purchase additional activities from external providers such as Children's Bootcamp, Kids Lingo (Spanish for pre-schoolers) all of whom offer additional experiences to children who would not usually have such access outside of the pre-school.

All Pre-school funds are used to enrich the children's learning ensuring that we continue to offer the best Early Years' experience possible for all the children in our community and we work hard to maintain our

Outstanding rating.

Section F

Other optional information


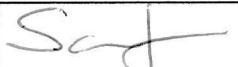
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Section G

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)	Hannah Salmon	Sarah Jenkins
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	7 th May 2021	



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CC16a

Receipts and payments accounts

For the period from		To	
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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 £
A1 Receipts					
Fee Payments & Vouchers	76,207.38	-	-	76,207	136,110
CBC Funding Income	131,308.67	-	-	131,309	111,803
Fundraising Income	5,078.13	-	-	5,078	829
Bank Interest	30	-	-	30	15
Donations/Goodwill	1,000.00	-	-	1,000	-
Sub total (Gross income for AR)	213,624	-	-	213,624	248,757
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	213,624	-	-	213,624	248,757
A3 Payments					
Wages / Payroll	145,203	-	-	145,203	181,996
HMRC	20,985	-	-	20,985	25,316
Pension	7,699	-	-	7,699	8,041
Premises / Rent	6,856	-	-	6,856	2,525
Consumables	4,406	-	-	4,406	4,063
Equipment / Resources	368	-	-	368	6,972
Activities	1,507	-	-	1,507	6,793
Goodwill gift	711	-	-	711	1,187
Fundraising Costs	491	-	-	491	-
Petty Cash	-	-	-	-	200
Systems & Technology	2,270	-	-	2,270	1,382
Training	154	-	-	154	1,305
Utilities	4,253	-	-	4,253	5,798
Shopping / Food	3,770	-	-	3,770	11,386
Miscellaneous	-	-	-	-	76
Sub total	198,674	-	-	198,674	257,040
A4 Asset and investment purchases, (see table)					
General items considered	5,000	-	-	5,000	-
investment rather than consumables	-	-	-	-	-
Sub total	5,000	-	-	5,000	-
Total payments	203,674	-	-	203,674	257,040
Net of receipts/(payments)	9,950	-	-	9,950	8,282
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	105,413	-	-	105,413	113,695
Cash funds this year end	115,363	-	-	115,363	105,413

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 £
B1 Cash funds	Lloyds Bank Treasurer Account	81,093	-	-
	Lloyds Bus Bank Extra (Reserves)	30,265	-	-
	Lloyds Bus Banking Extra (Fundraising)	3,978	-	-
	Cash in hand (Petty Cash & uniform sales)	28	-	-
	Total cash funds	115,363	-	-
	<small>(agree balances with receipts and payments account(s))</small>			


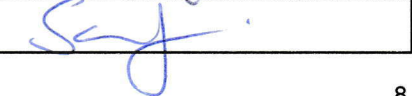
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Fees Outstanding	1,271	-	-
		-	-	-

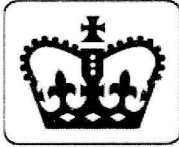
Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	IT replacement cost	Unrestricted	6,000	-
	Resources replacement cost	Unrestricted	20,000	-
	Furniture replacement cost	Unrestricted	7,500	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Supplier Invoices	Unrestricted	260	Aug-20
	Premises Rent	Unrestricted	600	
	PAYE/NIC	Unrestricted	515	
	NEST	Unrestricted	718	
	Independent examiner fee	Unrestricted	600	

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

Signature	Print Name	Date of approval
	Hannah Salmon	7th May 2021
	Sarah Jenkins	7th May 2021



Section A

Independent Examiner's Report

Report to the trustees/ members of	Charity Name POTTON PRE-SCHOOL (ST MARY'S)		
On accounts for the year ended	31 st July 2020	Charity no (if any)	1027170
Set out on pages	7 and 8 <small>(remember to include the page numbers of additional sheets)</small>		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st July 2020.

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.

Signed: **Date:**

Name:

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

Address:

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.

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