

# OVER PUDDLEDUCKS PRE-SCHOOL

England & Wales · Charity number 1027556

## Details

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**Other names** ST MARYS PLAYGROUP OVER

**Status** Registered

**Legal form** Other

**Registered** 1993-10-27

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

## Contact

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**Address** Over Community Centre  
Drings Close  
Over  
Cambridge  
CB24 5NW

**Phone** 01954232445

**Website** [www.overpuddleducks.com](http://www.overpuddleducks.com)

## Activities

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**Objects:** THE AIMS OF THE PRE-SCHOOL ARE TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN PRIMARILY UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS AND BY:(A) OFFERING APPROPRIATE PLAY, EDUCATION AND CARE FACILITIES, FAMILY LEARNING AND EXTENDED HOURS GROUPS, TOGETHER WITH THE RIGHT OF PARENTS TO TAKE RESPONSIBILITY FOR AND TO BECOME INVOLVED IN THE ACTIVITIES OF SUCH GROUPS, ENSURING THAT SUCH GROUPS OFFER OPPORTUNITIES FOR ALL CHILDREN WHATEVER THEIR RACE, CULTURE, RELIGION, MEANS OR ABILITY;(B) ENCOURAGING THE STUDY OF THE NEEDS OF SUCH CHILDREN AND THEIR FAMILIES AND PROMOTING PUBLIC INTEREST IN AND RECOGNITION OF SUCH NEEDS IN THE LOCAL AREAS;(C) INSTIGATING AND ADHERING TO AND FURTHERING THE AIMS AND OBJECTS OF THE PRE-SCHOOL LEARNING ALLIANCE.

**Activities:** Provides pre-school activities.

## Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** Education/training
- **Who:** Children/young People

## Geography

- **Area of benefit:** IN PRACTICE CAMBRIDGESHIRE
- Cambridgeshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£130,340	£115,557	-	-
2023-08-31	£102,422	£95,413	-	-
2022-08-31	£83,372	£82,152	-	-
2021-08-31	£62,869	£62,926	-	-
2020-08-31	£80,587	£68,015	-	-

## Trustees

Name	Role	Appointed
<b>Harriet Turton</b>	Chair	2022-10-05
Erik Jan Bayens Mackie		2023-09-01
Leah Dark		2024-09-24
Lucy Cowley		2024-01-01

**OVER PUDDLEDUCKS PRE-SCHOOL**

England & Wales - Charity number 1027556

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# Accounts

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**Trustees' Annual Report for the period**

**From 1/9/23      Period start date    To 31/8/24**

**Period end date**

**Charity name: Over Puddleducks Pre-School**

**Charity registration number: 1027556**

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>Puddleducks is a committee run charity organisation that provides pre school education to the children of Over and surrounding areas. Children can start Puddleducks from two years and we support their development up to primary school age.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>Puddleducks is a member of the Early Years Alliance (EYA). As such, we have adopted the constitution of the EYA and encourage all aspects of development to give each child a secure foundation on which to build future learning, as well as to contribute to the enjoyment of their early childhood. Our aims at Puddleducks are to provide: high quality care and learning opportunities by experienced and qualified staff. A balanced curriculum. A safe, stimulating and welcoming environment. Equal opportunities for all children. Clear policies and procedures. The opportunity for parents and carers to be involved. The benefit is to provide early year's provision to the local community, this includes children who have SEND and our most vulnerable children.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>We confirm the trustees have regard to the charities commission guidance on public benefit.</b>

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	

Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>The setting received an Outstanding rating with Ofsted following an inspection in April 2024. This noted the staffs commitment to inspiring activities, supporting early years development with exceptional learning opportunities and a focus on language, maths and preparing children for their next steps in learning, amongst other things.</b></p> <p><b>The staff and committee organise events which help to raise funds for the preschool, along with engaging with the community and parents. Puddleducks continues to have a strong presence in the local community</b></p> <p><b>Of particular success have been 'pop up community cafes', where committee and parents contribute to a bake sale in the wider community. Puddleducks have had a stall at the village's summer family fun day and the Christmas lights switch on.</b></p> <p><b>At the end of the 23-24 academic year was at full enrolment in many sessions, improving the financial sustainability.</b></p> <p><b>Continued investment in qualifications, learning and courses of staff members to ensure engaged and skilled team of staff. Also investment into the setting maintenance and improvements to enhance the children's experience at Puddleducks</b></p>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>All accounts in positive funds at end of financial period.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The preschool has a reserve fund as part of a contingency fund, this is to cover 3 months running cost should the preschool experience financial difficulties and is forced to close.</b>
Amount of reserves held	Para 1.22	<b>£29,506</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Incorporated Charity</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected by the committee (made up of existing trustees and elected at the AGM)

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		<b>The preschool is run via a management committee, however, the day to day running of the setting is overseen by a manager and deputy manager. Puddleducks is run by an elected committee of parents in consultation with staff. Committee members are all volunteers responsible for reviewing policies, procedures, practice and for the employment of staff. Parents and carers are encouraged to join the committee and attend the half-termly meetings. Every September the committee holds its AGM which parents and carers are also encouraged to attend. This is when new members are elected to the committee.</b>

### Reference and Administrative details

Charity name	Over Puddleducks PreSchool
Other name the charity uses	
Registered charity number	1027556
Charity's principal address	Over Community Centre, Drings Close, Over, Cambs, CB24 5NZ

**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	Claire Wilkins	Chair		
2	Lucy Cowley	Treasurer		
3	Erik Mackie	Secretary		
4	Harriett Ball	Treasurer (joint)	Sep - Nov	
5	Danielle Bates	Fundraising		
6	Harriet Turton	Fundraising		
7	Emma Baker	Preschool Manager		
8	Charlie Bown	Preschool Deputy Manager		
9				
10				
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15				
16				
17				
18				
19				
20				

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

Director name		

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

Trustee name	Dates acted If not for whole year	

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

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

**Additional information (optional)**

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

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

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**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

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**Other optional information**

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>LCowley</i>	
Full name(s)	LUCY COWLEY	
Position (eg Secretary, Chair, etc)	TREASURER	
Date	9/6/25	



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

Charity Name  
**Over Puddleducks Pre School**

No (if any)

**CC16a**

**Receipts and payments accounts**

<b>For the period from</b>	Period start date 01/09/2023	<b>To</b>	Period end date 31/08/2024
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**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Parent Fees	17,350	-	-	17,350	-
Cambridge County Council Early Years Funding	108,995	-	-	108,995	-
Grants	1,500	-	-	1,500	-
Other	60	-	-	60	-
Fundraising	2,067	-	-	2,067	-
Interest on reserve fund	368	-	-	368	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>130,340</b>	<b>-</b>	<b>-</b>	<b>130,340</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>130,340</b>	<b>-</b>	<b>-</b>	<b>130,340</b>	<b>-</b>
<b>A3 Payments</b>					
Accountancy	1,351	-	-	1,351	-
Courses	425	-	-	425	-
Setting Materials	9,196	-	-	9,196	-
Cleaning Materials	615	-	-	615	-
Rent	4,585	-	-	4,585	-
Uniform	322	-	-	322	-
Salaries	81,089	-	-	81,089	-
HMRC	6,725	-	-	6,725	-
Pension	3,285	-	-	3,285	-
Ofsted and DBS	717	-	-	717	-
Other	3,644	-	-	3,644	-
Resources (fundraising)	1,816	-	-	1,816	-
Fundraising expenditure	1,788	-	-	1,788	-
	-	-	-	-	-
<b>Sub total</b>	<b>115,557</b>	<b>-</b>	<b>-</b>	<b>115,557</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>115,557</b>	<b>-</b>	<b>-</b>	<b>115,557</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>14,783</b>	<b>-</b>	<b>-</b>	<b>14,783</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>54,599</b>	<b>-</b>	<b>-</b>	<b>54,599</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>69,382</b>	<b>-</b>	<b>-</b>	<b>69,382</b>	<b>-</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Fundraising Account	2,988	-	-
	Main Account	36,888	-	-
	Savings/ reserve account	29,506	-	-
	<b>Total cash funds</b>	<b>69,382</b>	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK


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

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

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

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	LUCY CAWLEY	23/6/25



**Section A Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
**OVER PUDDLEDUCKS PRESCHOOL**

**On accounts for the year  
ended**

**31 AUG 2024**

**Charity no  
(if any)**

**1027556**

**Set out on pages**

(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 DD / MM / YYYY.

**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:** **J Phillips**

**Date:** **23/6/25**

**Name:** **MRS JAYNE CLAKE PHILLIPS FCA**

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

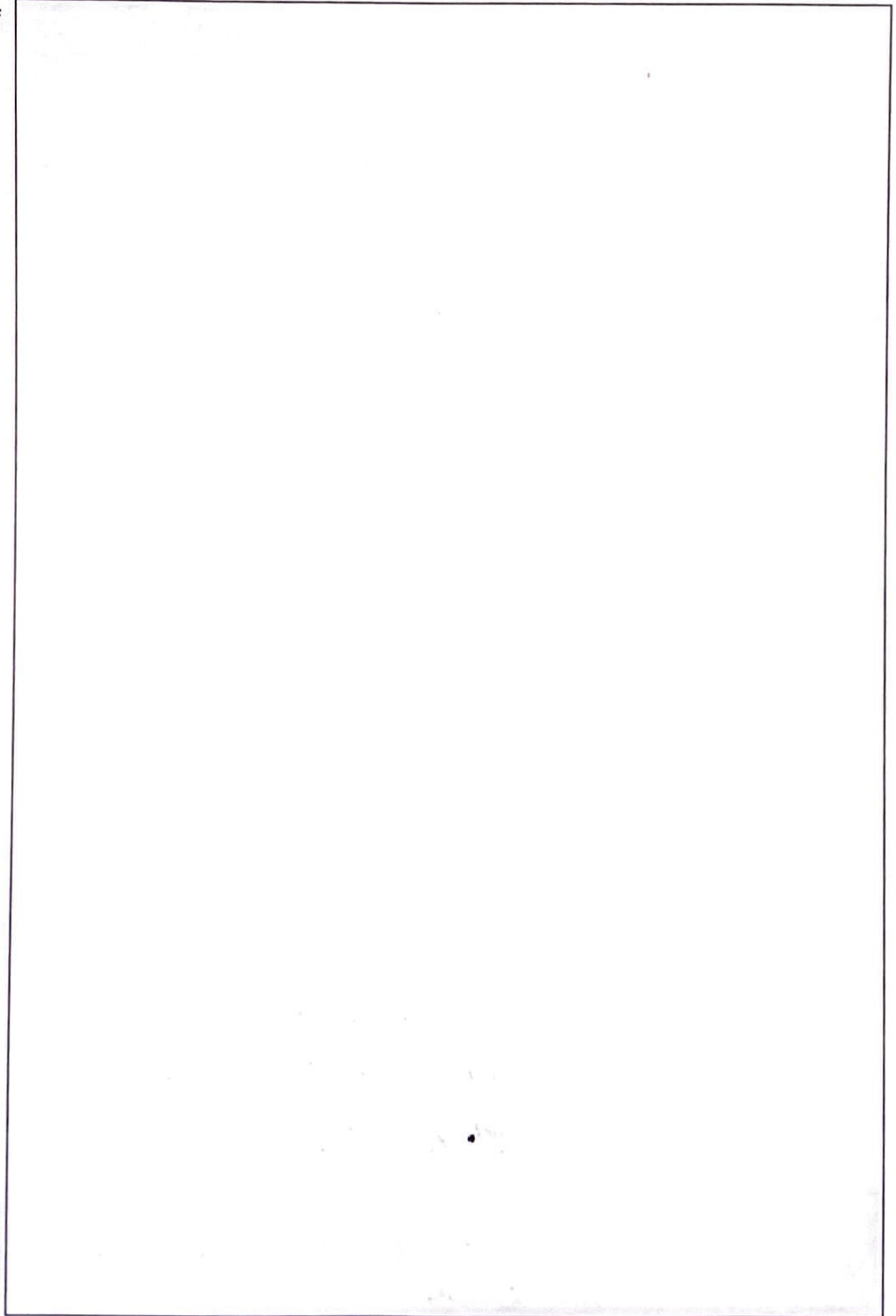
**FCA GW .**

**Address:**

**28 HILTON STREET  
OVER  
CAMBS CB24 5PU.**

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.**



**OVER PUDDLEDUCKS PRE-SCHOOL**

England & Wales - Charity number 1027556

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# Accounts

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## Trustees' Annual Report for the period

From 1/9/22      Period start date To 31/8/23

Period end date

Charity name: Over Puddleducks Pre-School

Charity registration number: 1027556

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>Puddleducks is a committee run charity organisation that provides pre school education to the children of Over and surrounding areas. Children can start Puddleducks from two years and we support their development up to primary school age.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>Puddleducks is a member of the Early Years Alliance (EYA). As such, we have adopted the constitution of the EYA and encourage all aspects of development to give each child a secure foundation on which to build future learning, as well as to contribute to the enjoyment of their early childhood. Our aims at Puddleducks are to provide: high quality care and learning opportunities by experienced and qualified staff. A balanced curriculum. A safe, stimulating and welcoming environment. Equal opportunities for all children. Clear policies and procedures. The opportunity for parents and carers to be involved. The benefit is to provide early year's provision to the local community, this includes children who have SEND and our most vulnerable children.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>We confirm the trustees have regard to the charities commission guidance on public benefit.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
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Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>The staff and committee organise events which help to raise funds for the preschool, along with engaging with the community and parents, for example a Christmas production (also selling christmas merchandise), selling Christmas cards made by the children and a stall at the local village family fun day.</b></p> <p><b>Puddleducks continues to have a strong presence in the local community and it has increased the number of children enrolled in the setting, improving the financial sustainability.</b></p> <p><b>Continued investment in qualifications, learning and courses of staff members to ensure engaged and skilled team of staff.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
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Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>All accounts in positive funds at end of financial period.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The preschool has a reserve fund as part of a contingency fund, this is to cover 3 months running cost should the preschool experience financial difficulties and is forced to close.</b>
Amount of reserves held	Para 1.22	<b>£29,138</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

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The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Incorporated Charity</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected by the committee (made up of existing trustees and elected at the AGM)

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		<b>The preschool is run via a management committee, however, the day to day running of the setting is overseen by a manager and deputy manager. Puddleducks is run by an elected committee of parents in consultation with staff. Committee members are all volunteers responsible for reviewing policies, procedures, practice and for the employment of staff. Parents and carers are encouraged to join the committee and attend the half-termly meetings. Every September the committee holds its AGM which parents and carers are also encouraged to attend. This is when new members are elected to the committee.</b>

## Reference and Administrative details

Charity name	Over Puddleducks PreSchool
Other name the charity uses	
Registered charity number	1027556
Charity's principal address	Over Community Centre, Drings Close, Over, Cambs, CB24 5NZ

**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	Claire Wilkins	Chair		
2	Lucy Cowley	Secretary		
3	Laura Hoare	Treasurer (joint)		
4	Harriett Ball	Treasurer (joint)		
5	Danielle Bates	Fundraising		
6	Harriet Turton	Fundraising		
7	Erik Mackie			
8	Beth Waters			
9	Emma Baker	Preschool Manager		
10	Charlie Bown	Preschool Deputy Manager		
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19				
20				

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

Director name		

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

Trustee name	Dates acted if not for whole year	

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

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

**Additional information (optional)**

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

**Type of adviser      Name                      Address**


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

--

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

--

**Other optional information**

--

## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date



**Receipts and payments accounts**


CC16a

For the period from	Period start date	To	Period end date
	9/1/22		8/31/23

**Section A Receipts and payments**

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Parents Fees	10,338	-	-	10,338	-
Cambridge County Council Early Years Funding	79,166	-	-	79,166	-
Childcare Vouchers	5,785	-	-	5,785	-
Christmas	74	-	-	74	-
Apprenticeship Incentive	1,000	-	-	1,000	-
Other	1,700	-	-	1,700	-
Fundraising income	4,358	-	-	4,358	-
	-0	-	-	-	-
<b>Sub total(Gross income for AR)</b>	<b>102,422</b>	<b>-</b>	<b>-</b>	<b>102,422</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-0	-0	-0	-	-0
	-0	-0	-0	-	-0
<b>Sub total</b>	<b>-0</b>	<b>-0</b>	<b>-0</b>	<b>-</b>	<b>-0</b>
<b>Total receipts</b>	<b>102,422</b>	<b>-0</b>	<b>-0</b>	<b>102,422</b>	<b>-0</b>
<b>A3 Payments</b>					
Accountancy	1,198	-	-	1,198	-
Courses	1,083	-	-	1,083	-
Setting Materials	2,406	-	-	2,406	-
Cleaning Materials	1,622	-	-	1,622	-
Rent	4,364	-	-	4,364	-
Uniform	192	-	-	192	-
Salaries	65,470	-	-	65,470	-
HMRC	4,114	-	-	4,114	-
Pension	2,522	-	-	2,522	-
Ofsted and DBS	50	-	-	50	-
Insurance	795	-	-	795	-
Account Transfers (to reserve/savings account)	4,000	-	-	4,000	-
Other	2,350	-	-	2,350	-
Fundraising expenditure	5,247	-	-	5,247	-
	-0	-	-	-	-
	-0	-	-	-	-
<b>Sub total</b>	<b>95,413</b>	<b>-</b>	<b>-</b>	<b>95,413</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-0	-0	-0	-	-0
	-0	-0	-0	-	-0
<b>Sub total</b>	<b>-0</b>	<b>-0</b>	<b>-0</b>	<b>-</b>	<b>-0</b>
<b>Total payments</b>	<b>95,413</b>	<b>-0</b>	<b>-0</b>	<b>95,413</b>	<b>-0</b>
<b>Net of receipts/(payments)</b>	<b>7,008</b>	<b>-</b>	<b>-</b>	<b>7,008</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-0</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-0</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>7,008</b>	<b>-</b>	<b>-</b>	<b>7,008</b>	<b>-</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Fundraising Account	3,494	-	-
	Main Account	21,966	-	-
	Savings/ reserve account	29,138	-	-
	<b>Total cash funds</b>	<b>54,599</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
		<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
	<b>Details</b>	<b>to nearest £</b>	<b>to nearest £</b>	<b>to nearest £</b>
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-
	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
	<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		LUCY COWLEY	23/6/24	



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
**OVER PUDDLEDUCKS PRESCHOOL**

**On accounts for the year  
ended**

**31st August 2023**

**Charity no  
(if any)**

**1027556**

**Set out on pages**

(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 DD / MM / YYYY.

**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:** **J Phillips**

**Date:** **23/6/24**

**Name:** **MRS JAYNE PHILLIPS FCA.**

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

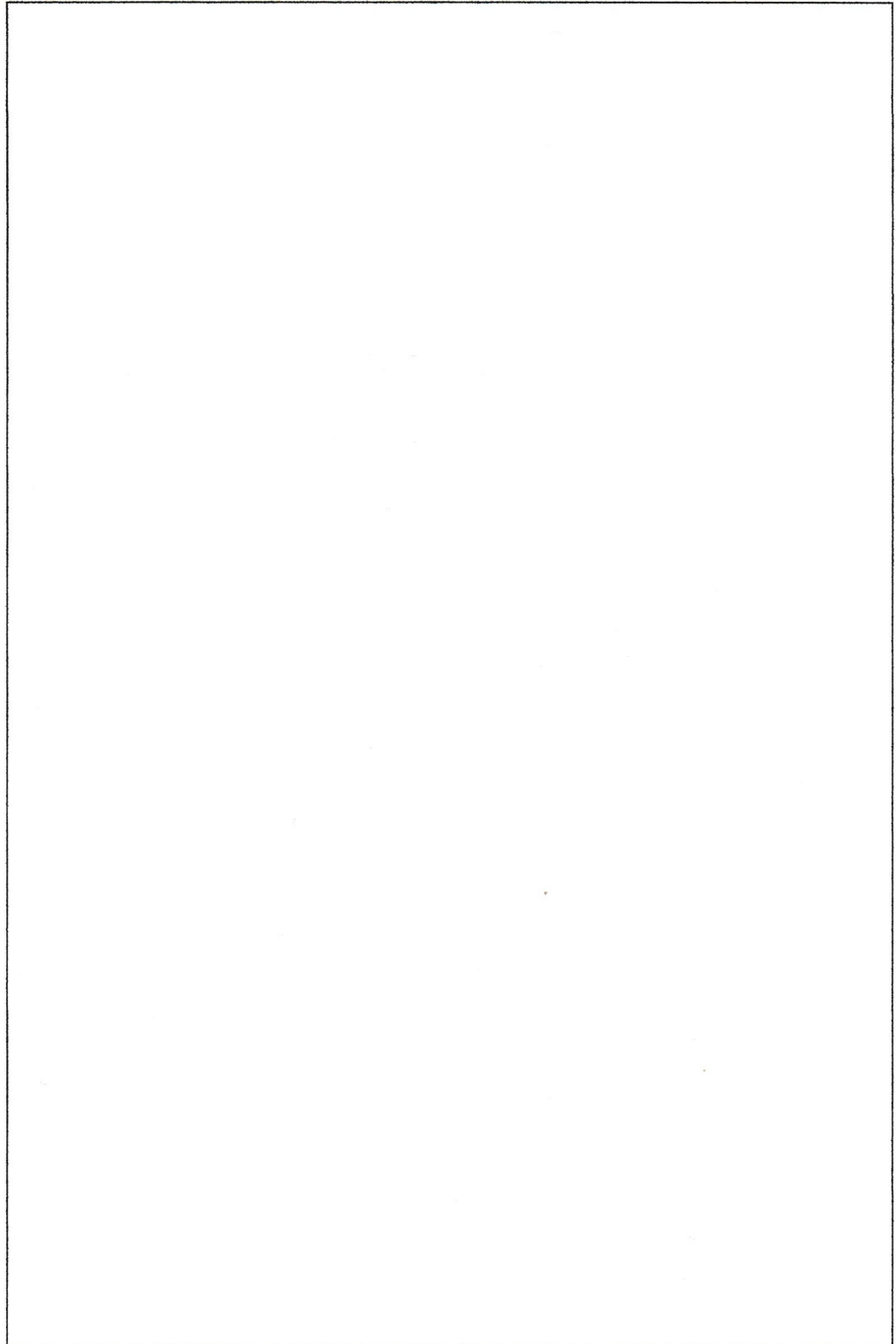
**ICAEW**

**Address:**

**28 Milton Street  
Over  
Cambs CB24 5PU.**

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.**



**OVER PUDDLEDUCKS PRE-SCHOOL**

England & Wales - Charity number 1027556

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# Accounts

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## Trustees' Annual Report for the period

From 01/09/21  
Period end date

Period start date To 31/08/2022

Charity name: Over Puddleducks Pre-School

Charity registration number:1027556

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>Puddleducks is a committee run charity organisation that provides pre school education to the children of Over and the surrounding areas. Children can start Puddleducks from two years and we support their development up to primary school age.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Puddleducks is a member of the Early Years Alliance (EYA). As such, we have adopted the constitution of the EYA and encourage all aspects of development to give each child a secure foundation on which to build future learning, as well as to contribute to the enjoyment of their early childhood. Our aims at Puddleducks are to provide: high quality care and learning opportunities by experienced and qualified staff. A balanced curriculum. A safe, stimulating and welcoming environment. Equal opportunities for all children. Clear policies and procedures. The opportunity for parents and carers to be involved. The benefit is to provide early year's provision to the local community, this includes children who have SEND and are most vulnerable children. we confirm the trustees have regard to the charities commission guidance on public benefit,

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	
--	-----------	--

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

**Achievements and Performance**

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>We continue to strive to increase the number of children attending our setting to improve the financial sustainability.</p> <p>We have completed a number of fundraising events, open day's advertisements in local magazines and social media during the year to ensure we are raising the profile of the preschool. These include the following:;, Nativity raffle, A Casino night-charity evening, Rock and roll bingo, Cake stall at community picnic and fun day, Halloween cake stall, Open day, Social Media advertisements</p>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Pre School has a £20,000 reserve fund as part of a contingency fund, this is to cover 3 months running cost should the pre-school experience financial difficulties and is forced to close.
Amount of reserves held	Para 1.22	<b>£20,000</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Incorporated Charity
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected by the committee (made up of existing trustees and elected at the AGM)

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		The preschool is run via a Management Committee, however the day to day running of the setting is overseen by a Manger and Deputy Manager. Puddleducks is run by an elected committee of parents in consultation with staff. Committee members are all volunteers responsible for reviewing policies, procedures, practice, and for the employment of staff. Parents and carers are encouraged to join the committee and attend the monthly meetings. Every September the committee holds its AGM which

		parents and carers are also encouraged to attend. This is when new members are elected to the committee.
--	--	--

### Reference and Administrative details

Charity name	Over Puddleducks Preschool
Other name the charity uses	
Registered charity number	1027556
Charity's principal address	Over Community Centre Drings Close Over, Cambridgeshire, CB24 5NZ

**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	Claire Wilkins	Chair		
2	Joel Summerfield	Secretary		
3	Charlie Bown	Joint Treasurer		
4	Laura Hoare	Joint Treasurer		
5	Carolyn Ward	Health and Safety		
6	Travey Reynolds	Fundraising		
7	Emma Baker	Preschool manager		
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		

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

Trustee name	Dates acted if not for whole year	

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

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

#### Additional information (optional)

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

Type of adviser	Name	Address
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##### Name of chief executive or names of senior staff members (Optional information)

--

### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information

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# Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Hoare</i>	
Full name(s)	<i>Laura Hoare</i>	
Position (eg Secretary, Chair, etc)	<i>Treasurer</i>	
Date	<i>19/6/23</i>	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
**Over Puddleducks Pre-School** No (if any)

**Receipts and payments accounts**

CC16a

For the period from 9/1/2021 To 31/08/2022

**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fees (parents)	16,613	-	-	16,613	-
Cambridge County Council	55,582	-	-	55,582	-
Christmas Party	86	-	-	86	-
childcare vouchers	10,328	-	-	10,328	-
other	186	-	-	186	-
fundraising income	577	-	-	577	-
<b>Sub total(Gross income for AR)</b>	<b>83,372</b>	<b>-</b>	<b>-</b>	<b>83,372</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>83,372</b>	<b>-</b>	<b>-</b>	<b>83,372</b>	<b>-</b>
<b>A3 Payments</b>					
Staff Salaries	61,492	-	-	61,492	-
Pension contribution	3,350	-	-	3,350	-
PAYE	3,646	-	-	3,646	-
Accountancy	1,312	-	-	1,312	-
Essentials	327	-	-	327	-
Rent	4,242	-	-	4,242	-
Uniform	596	-	-	596	-
Courses	801	-	-	801	-
Ofsted and DBS	97	-	-	97	-
resources and equipment	2,768	-	-	2,768	-
transfer to fundraising acc	466	-	-	466	-
transfer (payment error)	1,036	-	-	1,036	-
other	354	-	-	354	-
insurance	863	-	-	863	-
fundraising expenditure	802	-	-	802	-
<b>Sub total</b>	<b>82,152</b>	<b>-</b>	<b>-</b>	<b>82,152</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table) fundraising expenditure</b>					
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>82,152</b>	<b>-</b>	<b>-</b>	<b>82,152</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>1,220</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>1,220</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Fundraising Account	4,383	-	-





Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name

OVER PUDDLEDUCKS PRE SCHOOL

On accounts for the year ended

31/8/22

Charity no (if any)

1027556

Set out on pages

(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 DD / MM / YYYY.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

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

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Jayne Clare Phillip

Date:

10/6/2023

Name:

MRS JAYNE CLARE PHILLIP FEA.

Relevant professional qualification(s) or body

ICAEW

(if any):

--

Address:


**Section B**

**Disclosure**

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

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

--

**OVER PUDDLEDUCKS PRE-SCHOOL**

England & Wales - Charity number 1027556

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# Accounts

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## Trustees' Annual Report for the period

From 01/09/2020  
Period end date

Period start date To 31/08/2021

Charity name: Over Puddleducks Pre-School

Charity registration number:1027556

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>Puddleducks is a committee run charity organisation that provides pre school education to the children of Over and the surrounding areas. Children can start Puddleducks from two years and we support their development up to primary school age.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Puddleducks is a member of the Early Years Alliance (EYA). As such, we have adopted the constitution of the EYA and encourage all aspects of development to give each child a secure foundation on which to build future learning, as well as to contribute to the enjoyment of their early childhood. Our aims at Puddleducks are to provide: high quality care and learning opportunities by experienced and qualified staff. A balanced curriculum. A safe, stimulating and welcoming environment. Equal opportunities for all children. Clear policies and procedures. The opportunity for parents and carers to be involved. The benefit is to provide early year's provision to the local community, this includes children who have SEND and are most vulnerable children. we confirm the trustees have regard to the charities commission guidance on public benefit,

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	
--	-----------	--

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

### Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>We continue to strive to increase the number of children attending our setting to improve the financial sustainability.</p> <p>We have been unable to complete many fundraising events have completed a number of fundraising events, open day's advertisements in local magazines and social media during the year to ensure we are raising the profile of the preschool. These include the following:  Christmas Fayre and raffle, Nativity raffle, A Casino night-charity evening, Rock and roll bingo, Cake stall at community picnic and fun day, Halloween cake stall, Open day, Social Media advertisements</p>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Pre School has a £20,000 reserve fund as part of a contingency fund, this is to cover 3 months running cost should the pre-school experience financial difficulties and is forced to close.
Amount of reserves held	Para 1.22	<b>£20,000</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Incorporated Charity
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected by the committee (made up of existing trustees and elected at the AGM)

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		The preschool is run via a Management Committee, however the day to day running of the setting is overseen by a Manger and Deputy Manager. Puddleducks is run by an elected committee of parents in consultation with staff. Committee members are all volunteers responsible for reviewing policies, procedures, practice, and for the employment of staff. Parents and carers are encouraged to join the committee and attend the monthly meetings. Every September the committee holds its AGM which

		parents and carers are also encouraged to attend. This is when new members are elected to the committee.
--	--	--

## Reference and Administrative details

Charity name	Over Puddleducks Preschool
Other name the charity uses	
Registered charity number	1027556
Charity's principal address	Over Community Centre Drings Close Over, Cambridgeshire, CB24 5NZ

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Claire Wilkins	Chair		
2	Joel Summerfield	Secretary		
3	Charlie Bown	Joint Treasurer		
4	Laura Hoare	Joint Treasurer		
5	Carolyn Ward	Health and Safety		
6	Travey Reynolds	Fundraising		
7	Emma Baker	Preschool manager		
8	Charlotte Wright	Fundraising		
9				
10				
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20				

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

<b>Director name</b>		

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

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

## Funds held as custodian trustees on behalf of others

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

### Additional information (optional)

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

Type of adviser	Name	Address
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#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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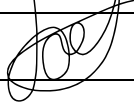
## Other optional information

--

## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Joel Summerfield	
Position (eg Secretary, Chair, etc)	Secretary	
Date	27/06/2022	



## Receipts and payments accounts

For the period from	Period start date 01/09/2020	To	Period end date 31/08/2021
------------------------	---------------------------------	----	-------------------------------

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fees Parents	3,579	-	-	3,579	-
Grants	8,188	-	-	8,188	-
Early Years funding inc SEN	40,986	-	-	40,986	-
raffle	40	-	-	40	-
Christmas parties	380	-	-	380	-
Uniform	227	-	-	227	-
Childcare vouchers	9,294	-	-	9,294	-
Other	175	-	-	175	-
<b>Sub total (Gross income for AR)</b>	<b>62,869</b>	<b>-</b>	<b>-</b>	<b>62,869</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>62,869</b>	<b>-</b>	<b>-</b>	<b>62,869</b>	<b>-</b>
<b>A3 Payments</b>					
Salaries	47,765	-	-	47,765	-
Paye/national insurance	3,572	-	-	3,572	-
Nest pensions	2,420	-	-	2,420	-
Essentials	49	-	-	49	-
Rent	4,054	-	-	4,054	-
Courses and meetings	620	-	-	620	-
Staff Uniform	13	-	-	13	-
Admin Fees	961	-	-	961	-
Resources and equipment	1,610	-	-	1,610	-
other	1,862	-	-	1,862	-
<b>Sub total</b>	<b>62,926</b>	<b>-</b>	<b>-</b>	<b>62,926</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>62,926</b>	<b>-</b>	<b>-</b>	<b>62,926</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>57</b>	<b>-</b>	<b>-</b>	<b>57</b>	<b>-</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	<b>57</b>	<b>-</b>	<b>-</b>	<b>57</b>	<b>-</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>				
	Fundraising account	4,608	-	-
	Current account	11,848	-	-
	Savings account	25,007	-	-
	<b>Total cash funds</b>	<b>41,463</b>	<b>-</b>	<b>-</b>

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


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

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

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

	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
<b>B5 Liabilities</b>	<b>Details</b>		
		-	
		-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
	JOEL SUMMERFIELD	27/06/2022



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name: Over Puddleduck Pre-School

On accounts for the year ended

31 August 2021. Charity no (if any): 1027556

Set out on pages

(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 31 August 2021.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

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

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed: [Signature]

Date: 20/6/21

Name: JAYNE PHILLIPS

Relevant professional qualification(s) or body

ICAEW

(if any):

Address:

**Section B                      Disclosure**

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

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

**OVER PUDDLEDUCKS PRE-SCHOOL**

England & Wales - Charity number 1027556

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# Accounts

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# Trustees' Annual Report for the period

	Period start date		Period end date
<b>From</b>	1/9/2019	<b>To</b>	31/8/2020

## Section A Reference and administration details

<b>Charity name</b>	Over Puddleducks Pre-School	
<b>Other names charity is known by</b>		
<b>Registered charity number (if any)</b>	1027556	
<b>Charity's principal address</b>	Over Community Centre	
	Drings Close	
	Over, Cambridgeshire	
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"><b>Postcode</b></td> <td style="border: 1px solid black; padding: 2px;">CB24 5NZ</td> </tr> </table>	<b>Postcode</b>
<b>Postcode</b>	CB24 5NZ	

### 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	Claire Wilkins	Chair		
2	Joel Summerfield	Secretary		
3	Charlie Bown	Joint Treasurer		
4	Laura Hoare	Joint Treasurer		
5	Jo Tippet	Health & Safety		
6	Tracey Reynolds	Fundraising		
7	Emma Baker	Pre-School Manager		
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

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

Type of adviser	Name	Address

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

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Incorporated Charity
Trustee selection methods (eg. appointed by, elected by)	Elected by the committee (made up of existing trustees and elected at the AGM)

### Additional governance issues (Optional information)

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"><li>• policies and procedures adopted for the induction and training of trustees;</li><li>• the charity's organisational structure and any wider network with which the charity works;</li><li>• relationship with any related parties;</li><li>• trustees' consideration of major risks and the system and procedures to manage them.</li></ul>	<p>The pre school is run via a Management Committee, however the day to day running of the setting is overseen by a Manger and Deputy Manager.</p> <p>Puddleducks is run by an elected committee of parents and members of the local community in consultation with staff. Committee members are all volunteers responsible for reviewing policies, procedures, practice, and for the employment of staff.</p> <p>Parents and carers are encouraged to join the committee and attend the monthly meetings.</p> <p>Every September the committee holds its AGM which parents and carers are also encouraged to attend. This is when new members are elected to the committee.</p>
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## Section C Objectives and activities

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

Puddleducks is a committee-run charity organisation that provides pre-school education to the children of Over and the surrounding areas. Children can start Puddleducks from 2 years and we support their development up to primary school age.

**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)**

Puddleducks is a member of the Early Years Alliance (EYA). As such, we have adopted the constitution of the EYA and encourage all aspects of development to give each child a secure foundation on which to build future learning, as well as to contribute to the enjoyment of their early childhood.

Our aims at Puddleducks are to provide:

- high quality care and learning opportunities by experienced and qualified staff
- a balanced curriculum
- a safe, stimulating and welcoming environment
- equal opportunities for all children
- clear policies and procedures
- the opportunity for parents and carers to be involved

The benefit is to provide early year's provision to the local community, this includes children who have SEND and are most vulnerable children.

we confirm the trustees have regard to the charities commission guidance on public benefit,

**Additional details of objectives and activities (Optional information)**

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

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

**Summary of the main achievements of the charity during the year**

We continue to strive to increase the number of children attending our setting to improve the financial sustainability.

We have completed a number of fundraising events, open day's advertisements in local magazines and social media during the year to ensure we are raising the profile of the pre-school. These include the following

- Christmas Fayre and raffle
- Nativity raffle
- Casino Night – Charity Evening
- Sports Day
- Open Day
- Updated Website
- Expanded Social Media presence

Since March 2020 – fundraising events have been limited due to COVID restrictions. Puddleducks entered into a joint virtual fundraising event with another local pre school and school.

As for all businesses, COVID has had a negative financial impact on Puddleducks income.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Pre School holds a £20,000 reserve fund as part of a contingency fund, this is to cover 3 months running cost should the pre-school experience financial difficulties and is forced to close.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

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

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

## Section F

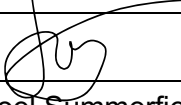
## Other optional information

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Claire Wilkins</i>	
Full name(s)	Claire Wilkins	Joel Summerfield
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	9/07/2021	



## Receipts and payments accounts

For the period from	Period start date 01/09/2019	To	Period end date 31/08/2020
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fees (parents)	7,247	-	-	7,247	-
Cambridge County Council	43,761	-	-	43,761	-
SEN funding	23,076	-	-	23,076	-
Grants	3,864	-	-	3,864	-
Fundraising	2,324	-	-	2,324	-
Sweatshirt income	121	-	-	121	-
national insurance re-payment	184	-	-	184	-
bank interest	10	-	-	10	-
<b>Sub total (Gross income for AR)</b>	<b>80,587</b>	<b>-</b>	<b>-</b>	<b>80,587</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>80,587</b>	<b>-</b>	<b>-</b>	<b>80,587</b>	<b>-</b>
<b>A3 Payments</b>					
Staff Salaries	53,302	-	-	53,302	-
Pension contribution	500	-	-	500	-
Expenses	2,592	-	-	2,592	-
Rent (Over Town Council)	5,558	-	-	5,558	-
Telephone charges	20	-	-	20	-
Business Insurance	757	-	-	757	-
Resources	2,799	-	-	2,799	-
Activities	69	-	-	69	-
Bookkeeping and Payroll	1,706	-	-	1,706	-
Uniform	50	-	-	50	-
Training costs	661	-	-	661	-
<b>Sub total</b>	<b>68,015</b>	<b>-</b>	<b>-</b>	<b>68,015</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>68,015</b>	<b>-</b>	<b>-</b>	<b>68,015</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>12,572</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>12,572</b>	<b>-</b>	<b>-</b>	<b>12,572</b>	<b>-</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>				
	Fundraising Account	2,018	-	-
	Current Account	16,702	-	-
	Savings Account	20,005	-	-
	<b>Total cash funds</b>	<b>38,725</b>	<b>-</b>	<b>-</b>

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

Agreement Error	OK	OK
<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>
to nearest £	to nearest £	to nearest £

**B2 Other monetary assets**

Details			
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

**B3 Investment assets**

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

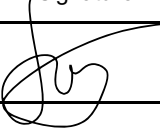
**B4 Assets retained for the charity's own use**

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

**B5 Liabilities**

Details	Fund to which	Amount due	When due
		-	
		-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
	JOEL SUMMERFIELD	30/06/2021



Independent examiner's report on the accounts

Report to the trustees/ members of

Charity Name: OVER PUDDLEBUCKS PRE SCHOOL

On accounts for the year ended

31/8/2020 Charity no (if any)

Set out on pages

1-4 (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 31/08/2020

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

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

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed: JCPH UPS Date: 20/6/2021

Name: MRS JAYNE PHILLIPS

Relevant professional qualification(s) or body: ICAEW / FCA

(if any):

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Address:

28 HILTON STREET
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OVER
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CAMBRIDGEHAIRE CB24 5PU.
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**Section B**

**Disclosure**

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

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

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