

## **Trustees' Report**

**Reporting period: 2024–2025**

Woodborough Village Preschool

### **Reference and administration details**

Charity name Woodborough Village Pre-school

Other names the charity is known by Woodborough Pre-school Playgroup

Registered charity no 1030313

Charity's principal address Woodborough Village Hall, Lingwood Lane, Woodborough, Nottinghamshire, NG14 6DX

### **Trustees**

Timothy Ferriman - Chairman

Samantha Stevenson - Secretary

Steven Hawker - Treasurer

Lynsey Baugh

Sophie Trease-Somers

Joanne Hollier

### **Members Induction and Training**

All new trustees are encouraged to read 'The essential Trustee' as an introduction to their duties and responsibilities. They also follow a formal induction process.

### **Names of senior staff members**

Jen Sargison – Manager

Elizibeth Maltby – Assistant Manager

### **Structure, governance and management**

#### **Governing document**

2011 Constitution adopted in 2020.

#### **How the charity is constituted**

The charity is an Unincorporated Association with two kinds of membership:

Family membership:

- Parents or guardians of children who attend the preschool and wish to support its aims;
- Each family will count as one member and have one vote at any annual general meeting of the pre-school.

Affiliate membership:

- Open to individuals, organisations, or other entities interested in supporting the aims of the pre-school;
- Affiliate members may join at any time with committee agreement and will be entitled to one vote at any general meeting of the members of the preschool.

### **Trustee selection methods**

Trustees are appointed or reappointed annually at the Annual General Meeting held in November. Up to two additional committee members may be co-opted during the year.

### **Additional governance issues**

- Woodborough Village Pre-school is a member of the Early Years Alliance.
- Woodborough Village Pre-School rents the village hall from Woodborough parish council for its premises.
- All trustees volunteer their time and receive no remuneration or other benefits.
- Woodborough Village Pre-school has a child protection policy in place.
- Disclosure and barring checks are conducted on all staff members before employment and on trustees before their tenure begins.
- Trustees must apply to Ofsted to join the committee and be deemed suitable.

### **Objectives and activities**

#### **Summary of the objectives**

- To provide high-quality care and education for children below statutory school age;
- To work in partnership with parents to assist children's learning and development;
- To contribute to the life and well-being of the local community;
- To offer services that promote equality and value diversity.

The main activities undertaken for the public benefit in relation to these objectives:

- Providing a variety of stimulating activities for children inside and outside that are appropriate for their age and stage of development.
- Guiding children's development and learning based on The Early Years Foundation Stage (DfE 2014), which reflects the four guiding themes and principles.
- Assigning each child a key person to ensure progress and collaboration with parents in the child's learning and development.
- Maintaining the adult-to-child ratio set by the Safeguarding and Welfare Requirements, supplemented by volunteer parent helpers when possible.
- Giving children opportunities to interact with others, participate in group activities, and engage in community events.
- Operating as a community-based, voluntarily managed setting run by the parents of children attending the pre-school.

# Summary

The trustees are pleased to report a significantly improved position for the preschool during the 2024–25 financial year.

Following a sustained period of challenge in previous years, the focus of the trustees and management team has been on stabilising the setting, strengthening operational controls and rebuilding confidence in the provision. This year has seen the impact of that work come through clearly.

The preschool has successfully been turned around into a **profitable position**, representing a major milestone for the charity. Improved financial oversight, careful cost management and a growing take-up of places have combined to ensure that income now exceeds expenditure, providing a more secure footing for the future.

The **number of children attending the preschool has continued to increase** across the year. Demand for places is improving, occupancy levels are rising, and families are choosing to increase their hours where funding and circumstances allow. This growth reflects both the hard work of the staff team and the strengthening reputation of the setting within the local community.

Trustees are particularly encouraged by the increased stability within the staff team and the effective day-to-day management of the preschool. This has allowed trustees to move from a position of close operational support to a more strategic role, focusing on sustainability, development and long-term planning.

Overall, the trustees are confident that the preschool is **moving firmly in the right direction**. While mindful of the continued pressures facing the early years sector, the charity is now in a far stronger position than in previous years, with solid foundations in place to support future growth and resilience.

The trustees would like to thank the staff team, families and wider community for their ongoing support throughout the year.

Signed:

Date: 11/02/2026

Timothy Ferriman

Chair

**Woodborough Village Preschool  
for the year ended 31 August 2025  
Receipts and Payments Accounts**

		<u>Year ended 31 August 2025</u>	<u>Year ended 31 August 2024</u>
	<u>Unrestricted Funds</u>	<u>Total Funds</u>	<u>Total Funds</u>
<b>RECEIPTS</b>			
Donations, JRS Grant	0	0	0
Fees	28,652	28,652	16,406
Fund Raising	1135	1,135	1,339
Fees paid by Notts County Council	110,055	110,055	81,293
Interest recieved	415	415	2,277
Vouchers	0	0	0
Sundry Income	553	533	0
HMRC PAYE refund			
<b>Total Receipts</b>	<b><u>140,809</u></b>	<b><u>140,789</u></b>	<b><u>101,315</u></b>
<b>PAYMENTS</b>			
Advertising	415	415	451
CRB Checks	120	120	137
Parties	341	341	452
Equipment & Books	692	692	2,095
Consumables	26	26	319
Professional fees	1,223	1,223	1,503
Food Drink etc	4,509	4,489	576
Fund Raising	0	0	121
PAYE	12,733	12,733	13,837
Subscriptions & Insurance	5,369	5,369	5,382
Petty Cash Expenses	0	0	0
Ink & Paper	25	25	558
Other Office Costs	0	0	0
Rent	17,568	17,568	14,308
Sundries	501	501	0
Telephone, Internet & Postage	195	195	58
Training	0	0	906
Uniform	0	0	0
Pension contribution	4,236	4,236	4,727
Wages	88,506	88,506	93,023
<b>Total Payments</b>	<b><u>136,459</u></b>	<b><u>136,440</u></b>	<b><u>138,453</u></b>
<b>Surplus for the period</b>	<b><u>4,349</u></b>	<b><u>4,349</u></b>	<b><u>-37,138</u></b>
<i>Add: Cash Funds b/f</i>	61,240	61,240	98,378
<b>Cash funds as at 31 Aug 2025</b>	<b><u><u>65,590</u></u></b>	<b><u><u>65,590</u></u></b>	<b><u><u>61,240</u></u></b>

**Woodborough Village Preschool  
for the year ended 31 August 2025**

**Statement of Assets as at 31 August 2023**

	<u>Unrestricted</u> <u>Funds</u>	<u>Year ended</u> <u>31 August</u> <u>2025</u>  <u>Total Funds</u>	<u>Year ended</u> <u>31 August</u> <u>2024</u>  <u>Total Funds</u>
<b>CASH FUNDS</b>			
Lloyds Bank - Treasurers Account	22,667	22,667	8,733
Lloyds Bank - Business Instant Account	42,855	42,855	52,440
Lloyds Bank - Business Instant Account No 2	0	0	0
Cash	67	67	67
<b>Total Funds</b>	<u><u>65,590</u></u>	<u><u>65,590</u></u>	<u><u>61,240</u></u>

Approved by the Trustees and signed on the Trustees' behalf by:

Mr T. Ferriman - Chair

Mr S. Hawker - Treasurer

Dated: 11 February 2026

**Woodborough Village Preschool**  
**for the year ended 31 August 2024**

**Independent examiner's report to the trustees of Woodborough Village Preschool**

I report on the accounts of the Trust for the period ended 31 August 2025.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

examine the accounts under section 145 of the 2011 Act;

to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and

to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

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

(1) which gives me reasonable cause to believe that in any material respect the requirements: to keep accounting records in accordance with section 130 of the 2011 Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A Hodges FCIB PM.Dip

1 Buckland Drive  
Woodborough  
Nottinghamshire  
NG14 6EU

Dated: 11 February 2026