

**PEASLAKE SCHOOLS TRUST  
Registered Charity No. 1034412  
c/o WINTERFOLD COTTAGE  
WINTERFOLD HEATH  
ALBURY HEATH  
SURREY  
GU5 9EL**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>st</sup> AUGUST 2022**

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**TRUSTEES ANNUAL REPORT**  
**FOR THE YEAR ENDED 31<sup>st</sup> AUGUST 2022**

**1.0 Reference and Administrative Information**

**1.1 Name : Peaslake Schools Trust**

**1.2 Registered Charity 1034412**

**1.3 Registered Address:**

Winterfold Cottage  
Winterfold Heath  
Albury Heath  
Surrey  
GU5 9EL

**1.4 Names of the Trustees**

**Trustees of the Charity during the year to 31<sup>st</sup> August 2022**

Chairman:	Mark Foster
Secretary:	Andy Clayton
Treasurer:	David Newman

Trustees:	James Cobb
	Liz Chapple (resigned March 2022)
	Moirra Jones
	Hayley Van Leeuwen
	S Pride (appointed July 2022)
	Emily Riley (appointed March 2022)
	Tom Southee
	Sarah Small
	Janette Weller
	Sara Dangerfield

**Co-opted Trustees**

(sitting on the Executive Committee)

Sara and Janette were made Trustees in March 2021 there are no co-opted trustees,

**TRUSTEES ANNUAL REPORT**  
**FOR THE YEAR ENDED 31<sup>st</sup> AUGUST 2022**

## **2.0 Structure Governance and Management**

### **2.1 Nature of the Governing Document**

The governing document is a constitution for the charity which was drawn up in 1993 when the trust originated. The Peaslake Schools Trust consists of a body of trustees who meet at least once each school half term. A series of subcommittees are also in operation each with specific responsibilities. The sub-committees are as follows:

- Finance, Audit and Operations
- Education Policy and Curriculum
- Marketing, Parental and Community Liaison
- Performance Management

### **2.2 Recruitment and Appointment of Trustees**

Trustees are sought and recruited from two main sources, firstly the wider community within which the school operates and secondly parent trustees drawn from parents of children who are currently at the school. The constitution details that there should be a sufficient balance of external trustees and this principle is strictly adhered to. Potential trustees are vetted by the Chairman before being approved by the Executive Committee and ratified at the next AGM. Trustees may operate in a co-opted, non-voting form until they are formally adopted at an AGM.

## **3.0 Objectives and Activities**

The objectives of the charity are as follows:

- Providing a home for nursery and early-years learning in the midst of our community
- Support to the Peaslake Free School
- A secure and enjoyable transition from nursery to infant school for local children
- An outstanding preparation for the next stage of education
- A sustaining part of the life of Peaslake and the surrounding villages

The main activities are as follows:

- Provision of nursery facilities for children over two and a half.
- Ownership of premises which are used for both the nursery and the Peaslake Free School.

## **4.0 Achievements and Performance**

**4.1** The main achievements for the year end 31<sup>st</sup> August 2022 is:

- 28th year of operation of the Trust.
- Peaslake Free School opened in September 2013; the main school is substantially funded by the LEA, the Trust did not make any contribution to the Free School in this operating year.
- There are currently 21 children in the nursery.
- A new nursery supervisor was appointed, the team was strengthened and there was investment in the educational resources used in the nursery.
- The nursery team are constantly revising their practice and trialling different ways to cover all areas of learning in the Foundation Stage.
- 12 children moved up to the Free School.

## **TRUSTEES ANNUAL REPORT**

### **FOR THE YEAR ENDED 31<sup>st</sup> AUGUST 2022 cont.**

- They have enhanced their continuous provision, offering the children an environment that is safe for them to explore, whilst challenging their learning and allowing them the freedom to become more independent.
- This was a good year for Fundraising as a number of the main events could take place again, once covid restrictions were lifted. £24.2k was raised thanks to the support of the school parents, the local community and the tremendous efforts of the fundraising team.
- The push to encourage local parents to use the nursery has again continued this year with numbers increasing; having a full nursery is strategically important for the Free School as many nursery parents choose to send their children to the Free School.
- The building of the new nursery facilities which started in the summer of 2017 was completed in January 2018. The staff and children are enjoying the new facilities and outdoor space. There was further investment in improving the outdoor environment in this financial year.

#### **5.0 Financial Review**

Income reduced by £4k in year to £87.8k. The early years funding decreased by £14.4k, reflecting the reduced number of sessions being taken up in the nursery. Fundraising income offset this decrease as it increased by £11.4k. Some of the key fundraising events that were stopped as a result of covid were able to take place. The Trust made a loss of £28.7k in year, after depreciation, £15.4k less than the previous year, the prior year included a one of cost of £16.5k for backdated depreciation. Staff costs reduced by £0.8k and establishment and maintenance costs increased by £0.2k. There was increased investment in the nursery facilities increasing educational spend by £1.6k. The Trust again did not need to make a contribution towards the costs of the Free School. If depreciation is excluded the Trust made a surplus of £8.2k. The Trust continues to have an extremely healthy cash balance of £152.1k, £2.3k higher than the prior year.



**Mark Foster**  
**Chairman of Trustees**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**  
**THE PEASLAKE SCHOOLS TRUST**

I report on the accounts of the Trust for the year ended 31<sup>st</sup> August 2022, which are set out on the following pages.

**Respective responsibilities of The Trustees and the Examiner**

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

**Basis of Independent Examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:  
which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 41 of the Act and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

have not been met; or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the account to be reached.



Heidi Dickinson CIMA (Management Accountant)  
7 Langley Close  
Church Crookham  
Hampshire  
GU52 6PX

Date: 29/06/23

**THE PEASLAKE SCHOOLS TRUST**

**Registered Charity 1034412**

**INCOME AND EXPENDITURE ACCOUNT**

**FOR THE YEAR ENDED 31st AUGUST 2022**

<b>Income</b>	<b>Note</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
Covenants and Pledged Donations		6,530	8,222
Donations		-	-
Fundraising Initiatives	3	24,172	12,760
Foundation Stage Income	4	53,748	68,183
Loan Fund Interest	5	-	-
150 Club		2,575	2,454
Bank Interest Received		99	7
Miscellaneous		549	-
		<hr/>	<hr/>
<b>Total Net Income</b>		<b>87,673</b>	<b>91,626</b>
		<hr/>	<hr/>
<b>Expenditure</b>			
Salaries		66,548	67,334
Sports Activities		-	-
Consumables		903	946
Educational Spending/ Trips		2,265	639
Establishment		7,920	5,444
Maintenance		330	2,628
Other		1,521	1,761
Building refunds		-	-
Depreciation		36,836	52,993
		<hr/>	<hr/>
<b>Total Expenditure</b>		<b>116,323</b>	<b>131,745</b>
		<hr/>	<hr/>
<b>Net Surplus / (Deficit )for the Year</b>	<b>8</b>	<b>(28,650)</b>	<b>(40,119)</b>
		<hr/>	<hr/>

**PEASLAKE SCHOOLS TRUST**

**Registered Charity 1034412**

**BALANCE SHEET    31<sup>st</sup> AUGUST 2022**

	Note	£	2022 £	£	2021 £
<b>Fixed Assets</b>	2				
Freehold property			607,178		635,841
Furniture and Equipment			3,847		2,475
Assets in Construction (AICC)			-		-
			<u>611,025</u>		<u>638,316</u>
<b>Current Assets</b>					
Debtors & prepayments	6	1,534		4,791	
Cash at bank & in hand		152,065		149,741	
		<u>153,599</u>		<u>154,532</u>	
<b>Current Liabilities</b>					
Creditors & accrued expenses	7	(1,872)		(1,446)	
		<u>(1,872)</u>		<u>(1,446)</u>	
<b>Net Current Assets/ (Liabilities)</b>		<u>151,727</u>		<u>153,086</u>	
<b>Long Term Liabilities</b>					
<b>Total Net Assets / (Liabilities)</b>			<u>£762,752</u>	<u>£791,402</u>	

Represented By:

<b>Capital Reserves</b>	8	531,028	559,678
<b>Freehold Property Reserve</b>		213,857	213,857
<b>PPE Reserve</b>	9	17,867	17,867
		<u>£762,752</u>	<u>£791,402</u>

These financial statements were approved by the Trustees on    Date  
Chairman of Trustees

Treasurer

**PEASLAKE SCHOOLS TRUST**

**Registered Charity 1034412**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>st</sup> AUGUST 2022**

**1. ACCOUNTING POLICIES**

For the year ended 31<sup>st</sup> August 2022 the Trust accounts have been prepared on an accrual basis, as an income and expenditure account and balance sheet.

**Accounting Convention**

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards.

**Depreciation**

Depreciation is charged on the following bases to reduce the cost of the Trust's tangible fixed assets to their net realisable values over their estimated useful lives at the following rate:-

Buildings	- 20 years straight line
Furniture and equipment	- 3 years straight line

**Stock**

Stock is valued at the lower of cost and net realisable value.

**Reserves**

The reserves are held to ensure sustainability of operation if there is a shortfall in funding over expenditure in any given year.



**PEASLAKE SCHOOLS TRUST**

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**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>st</sup> AUGUST 2022- CONTINUED**

**2. FIXED ASSETS**

	<b>Freehold Property £</b>	<b>Furniture &amp; Equipment £</b>	<b>AICC £</b>	<b>Total £</b>
<b>Cost</b>				
At 1.9.21	837,203	32,098	-	869,301
Additions	7,815	1,730	-	9,545
Disposals/Transfers	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
At 31.8.22	845,018	33,828	-	878,846
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Depreciation</b>				
At 1.9.21	201,362	29,623	-	230,985
Charge for year	36,148	688	-	36,836
	<hr/>	<hr/>	<hr/>	<hr/>
At 31.8.22	237,510	30,311	-	267,821
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Written Down Value</b>				
At 31.8.22	607,508	3,517	-	611,025
	<hr/>	<hr/>	<hr/>	<hr/>
At 31.8.21	635,841	2,475	-	638,316
	<hr/>	<hr/>	<hr/>	<hr/>

**PEASLAKE SCHOOLS TRUST**

**Registered Charity 1034412**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>st</sup> AUGUST 2022- CONTINUED**

**3. FUNDRAISING INITIATIVES**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Peaslake Fair	192	-
Christmas Concert	3,191	-
Christmas Fair / Events	2,751	3,225
Summer Trail / Raffle	-	2,173
Open Gardens	5,166	1,653
Balloon Race	-	1,434
Halloween Hike	657	1,579
Cake Sales	649	1,312
Bike Challenge	-	377
Easter Event	-	429
Teddy Bears Picnic	8,889	-
Quiz / Cinema Night	942	-
Garden Party	530	-
Other	1,205	578

Net Surplus	24,172	12,760
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**4. FOUNDATION STAGE INCOME**

	<b>2022</b>	<b>2021</b>
SCC Grant funding (3 to 5 years)	43,400	49,231
Charges made to parents	10,348	18,952

Net Surplus	£53,748	£68,183
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**5. LOAN FUND INTEREST**

The loan fund was deposited with the Charities Aid Foundation. Ownership of the capital sum remained with the benefactor, but Peaslake Schools Trust received an income from the fund equivalent to the interest earned on the moneys deposited. Benefactors were able to withdraw the capital, without penalty, at short notice. The loan fund was closed during previous financial years as the interest paid was too low to make this viable.

**6. DEBTORS AND PREPAYMENTS**

The debtors balance is made up of £1.1k for tax back from donations, still to be claimed and £0.4k of fundraising income for events which took place in August 2022.

**PEASLAKE SCHOOLS TRUST**

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**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>st</sup> AUGUST 2022- CONTINUED**

**7. CREDITORS**

The creditor balance represents accruals for payroll and audit costs.

**8. CAPITAL RESERVES**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Balance at 1st September 2019	559,678	599,797
Surplus (Deficit) for the year	(28,650)	(40,119)
	<hr/>	<hr/>
Balance at 31 <sup>st</sup> August 2020	531,028	559,678
	<hr/>	<hr/>

**9. PROPERTY PLANT & EQUIPMENT RESERVE**

This represents the cash raised for the new windows and the boiler as these have been partly funded through donations.

