



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From Period start date To **01/06/2022** Period end date **31/05/2023**

**Charity name: Thurton & Ashby St. Mary Pre-school**

**Charity registration number: 1036204**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Thurton & Ashby St. Mary Pre-school offers care and education to children from two to under five years of age (school age)
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	We employ highly qualified dedicated early years practitioners who offer purposeful play activities tailored to individual children's needs and interests including SEND. This enables all children to reach their full potential regardless of their starting points.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	New committee members become the Charity Trustees and have an induction including Trustee Guidance issued by the Charity Commission.

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	Parents, carers, staff, family and friends of pre-school volunteer their time to organise and run fundraising events throughout the year. Volunteers with enhanced DBS checks support practitioners to offer weekly woodland sessions.

Other		
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## 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	2022/2023 Pre-school has continued to offer a quality early years provision to children in the village and surrounding area. We have been able to offer a second weekly session to 3/4 year old children in the woodland area and have developed our garden to provide a continuous outdoor learning environment. The committee has supported pre-school in fundraising to lay an area in the garden with artificial grass and paths and new outdoor equipment including a large perspex painting easel and threading frame.

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Our objective this year was to develop the woodland sessions for 3/4 year olds and enable the children to experience outdoor learning in our purpose built garden as much as possible.
Performance of fundraising activities against objectives set	Para 1.41	To do this we held successful fundraising events including two Jumble Sales, An Auto Jumble and Classic Car Show and a Christmas Bazaar with a Grand Draw.
Investment performance against objectives	Para 1.41	<b>N/A</b>
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We have maintained a good balance at the end of our financial year 31st May 2023
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We hold reserves in case of redundancy as we employ six members of staff, four on a part time basis. Each year the National Living Wage increases and we aim to maintain a pay differential between the levels of practitioners.
Amount of reserves held	Para 1.22	We have £6,407.74 in the Redundancy Fund and £25,206.07 in the General Fund which is capital for running of the setting in 2023/24.
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	Our principle sources of funds include Government Grant Funding for 3/4 year olds and eligible 2 year olds. Fees from all other children and our own Community Fundraising.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	The principle risks we face are a drop in the number of children attending the setting. Not maintaining a good level of fundraising throughout the year to subsidise the grant funding and fees we receive to enable us to pay staff wages, rent, consumables, maintenance etc.
Other		

## Structure, Governance and Management

Description of charity's		
Type of governing document (trust deed, royal charter)	Para 1.25	Statutory Framework for the Early Years Foundation Stage 2021 including Learning and Development Requirements and Welfare Requirements. Comprehensive set of Policies and Procedures adopted by the setting and reviewed annually by all adults in the setting.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Pre-school runs under the Pre-school Learning Alliance constitution 2011 (Early Years Alliance from 2019)
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	Pre-school holds an Annual General Meeting to elect a Committee, those committee members become the setting's Trustees after obtaining the relevant DBS and EY2 checks.

### 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	Policies and procedures are in place for the induction of new Trustees.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The pre-school committee employs six members of staff 2022/2023. The play leader manages the setting and undertake the day to running of the setting, reporting to the management committee.
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Thurton and Ashby St. Mary Pre-school
Other name the charity uses	

Registered charity number	1036204
Charity's principal address	Thurton & Ashby St. Mary Village Hall Ashby Road Thurton Norwich NR14 6AX (Please note this is not a correspondence address)

### 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	Janet Reynolds	Chairperson	Started 15/6/23	Thurton & Ashby St. Mary Pre-school
2	Amy Whittam	Secretary		As above
3	Julie Lincoln	Treasurer		As above
4	Sandra Rennie	Ordinary Member		As above
5	Michelle Stone	Ordinary Member	Started 15/6/23	As above
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### 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

[illegible]

## Funds held as custodian trustees on behalf of others

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

### 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

N/A
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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)

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Full name(s)

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Position (eg  
Secretary, Chair, etc)

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Date

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# THURTON PRE - SCHOOL PLAYGROUP

## INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MAY 2023

	2023		2022	
	£	£	£	£
<b>Income</b>				
Donations		1648.03		1782.65
Voucher Funding		40302.36		30372.09
Fees		11341.06		7600.32
Fundraising		10294.98		8703.51
Grants		0.00		138.00
Uniform & Sportswear		0.00		28.00
Bank Interest		9.37		0.39
Other Income		<u>0.00</u>		<u>10394.83</u>
		63595.80		59019.79
<b>Expenses</b>				
Wages	46265.81		37684.22	
Rent	2966.00		2593.00	
Fundraising Costs	611.02		00.00	
Equipment & Garden Costs	1047.19		4913.87	
Insurance	750.87		576.00	
Postage & Stationery	1040.77		760.91	
Uniform & Sportswear	91.80		124.68	
Accounts, Wages & Bookkeeping Fees	816.10		680.00	
Subscriptions & Licences	316.51		300.45	
Advertising & Website	131.07		401.95	
Milk	2.49		16.65	
Training Courses & Books	135.00		663.50	
Travelling Expenses	-		15.00	
Grant Expenditure	-		-	
Other Expenses	<u>1579.83</u>	<u>55754.46</u>	<u>1213.89</u>	<u>49944.12</u>
Net Income For Year		7841.34		9075.67
Surplus 1st June		23772.47		14696.80
Balance at 31 May		31613.81		23772.47

## BALANCE SHEET AT 31 MAY 2022

<b>Current Assets</b>				
Bank Accounts	31573.96		23732.62	
Cash In Hand	39.85	31613.81	39.85	23772.47
<b>Represented By</b>				
General Fund	25206.07		17364.73	
Grants Fund	6407.74	<u>31613.81</u>	6407.74	<u>23772.47</u>
Capital & Reserves		31613.81		23772.47

## **INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THURTON PRE - SCHOOL PLAYGROUP**

This report on the financial statements of the Thurton Pre - School Playgroup for the year ended 31 May 2022 which are set out on the attached page, is in respect of an examination carried out in accordance with section 145 of the Charities Act 2011 ("The Act").

### **Respective Responsibilities Of Trustees and the Examiner**

As trustees you are responsible for the preparation of the financial statements. You consider that an audit is not required for this year under section 144 of the Act and an independent examination is required.

It is my responsibility to complete the following:

1. Examine the financial statements under section 145 of the Act.
2. To follow the procedures laid down in general Directions given by the Charity Commission under section 145 (5)(B) of the Act.
3. To indicate whether particular matters have come to my attention.

### **Basis of Independent Examiner`s Statement**

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 Committee and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from you as members of the Committee 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 financial statements 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
  - A. to keep accounting records in accordance with section 130 of the Act, and
  - B. to prepare financial statements which accord with accounting records and comply with accounting requirements of the 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 financial statements to be reached.

27 September 2023

Independent  
Examiner

P Jervis  
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