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Play, Learn and Grow Together - Our Passion is Their Future

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# St. Helen's Pre-School

## Annual Report: 2023–2024

The year 2023–2024 has been a very positive and transformative one for St. Helen's Pre-School. In September 2023, we introduced a new business model aimed at strengthening financial sustainability and expanding our service offer. The most significant change was shifting from term-time only to opening for 47 weeks of the year, enabling us to better support working families and increase accessibility to early years education. This strategic shift has had a significant and positive impact on our financial performance for the year ending August 2024.

### Key Financial Highlights

- Total income rose from £203,562 (2022–2023) to £317,964 (2023–2024) – a growth of over £114,000.
- This increase was driven by higher government funding and childcare fees, reflecting stronger occupancy and growing demand.
- Expenditure rose proportionally to support increased staffing levels, consumables, and essential operational costs.
- Due to a lengthy waiting list this term, we successfully employed three additional staff members to meet demand and maintain our commitment to high-quality care and education.
- For the first time in five years, the Pre-School achieved a substantial surplus of £61,854.
- Year-end reserves more than doubled, increasing from £55,437 to £117,291.

This surplus includes income that has been allocated for spending in the 2024–2025 financial year. It also allowed us to replenish reserves that were depleted in previous years and to confidently commit to future investment in our setting – including additional space and the development of provision for under 2-year-olds.

Our strengthened financial position reflects the success of our revised model and our ability to adapt to sector challenges with resilience and foresight. It ensures we are well-positioned to continue investing in our staff, maintain high-quality care and education, and respond effectively to future funding changes.

### Looking Ahead: 2025–2026 Expansion

Building on this year's success, we are now in a strong position to grow.

From September 2025, we hope to expand to offer care and education to children under 2 years, in response to changes in government funding and to continue supporting parents in our community. We will also extend our opening hours, helping us better meet the needs of working and self-employed families.

These changes will make our setting more accessible and allow us to welcome and support even more local families from an earlier stage.



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## **A Major Milestone: Outdoor Area Transformation**

Another highlight of the year was the incredible transformation of our outdoor space. In April 2024, we proudly held the grand opening of our newly upgraded outdoor area, made possible thanks to the generosity of KIER Construction, who completed the entire project free of charge as part of their charitable work. With vision from our staff and design support from KIER's team—led by Glen French—the space now features a multi-sensory path, a large wooden boat, and beautiful upcycled flower posts, reflecting our local 'Norfolk Broads' landscape. This remarkable gift has significantly enriched the quality of our outdoor learning environment, and we extend our deepest thanks to Glen and his team for bringing our dream to life.

## **Acknowledgements**

We are incredibly grateful for the dedicated service of our 2023–2024 Committee: Kerry Woodrow, Lisa Burnett, Paul Burnett, Samantha Goodall, Shereen Bragg, Stuart Beard, Jodie Marr, and Sarah Woodall.

A heartfelt thank you also goes to our staff team, led by Manager Jane Pears, supported by Deputy Managers Julie Woodhouse, Kerry Sturman, and Emma Barber, and Administrator Teresa Squires.

We want to recognise how well the whole staff team have embraced the changes to our business model, which involved a complete shift in contracts and working hours. We understand this would have been a significant and sometimes challenging adjustment—but the team went above and beyond, rising to the challenge with dedication, flexibility, and professionalism.

Their ongoing commitment—whether leading rooms, supporting key children, planning engaging learning experiences, or covering shifts at short notice—remains the heart of St. Helen's. Together, they continue to work towards one shared goal: To provide the best possible setting where children are encouraged to Play, Learn, and Grow Together.

## **To Our Families**

To all our Parents and Children – thank you.

To the children: for filling our days with laughter, curiosity, and joy as we witness your incredible progress.

To the parents and carers: for your continued support, whether through baking cakes, fundraising, or simply offering kind words of thanks – your encouragement means so much to the team.

There are always opportunities for parents and carers to join our Committee. You don't need specific experience—just a willingness to be part of a team that supports and champions the work of the Pre-School.

As the academic year came to a close, we also said goodbye to three members of our team, Emma Barber, Sarah Woodall and Jodie Marr. We thanked them for their dedication and contributions to St Helen's Pre-School and wish them all the very best as they move to pastures new.

**St. Helen's Pre-School**  
**Registered Charity Number: 1036697**

**Accounts summary 11 August 2023 to 10 August 2024**

<b>Receipts</b>	<b>£</b>	<b>Payments</b>	<b>£</b>
Government funding	234,322	Staff salaries	201,360
Fundraising	295	HMRC	16,089
Child fees/childcare vouchers	79,491	Payroll costs	1,133
Cash deposits	-	Pension	10,994
Donations	-	ESPO resources	3,737
Interest	125	Training	1,026
Petty cash income	1,224	Refunds	126
Red tin	2,425	Telephone	1,057
Refunds	81	Professional fees	1,315
		Insurance	1,618
		Parenta group	1,022
		Uniform	1,105
		Cleaning supplies	983
		Photocopier	155
		Rent	7,304
		DBS	-
		Sundry expenses	518
		Petty cash expenditure	1,039
		Marketing	541
		Consumables	3,763
		Red tin	1,224

317,964	Total payments	256,110
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Profit for the year	(61,854)
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<b>Total receipts</b>	<b>256,110</b>	<b>256,110</b>
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**Reconciliation**

**At 11.08.23**

Current account	35,337
Deposit account	19,780
Cash account	321

Add : profit for the year	61,854
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<b>Reserves at 10.08.24</b>	<b>117,291</b>
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**Represented by**

Current account	75,584
Deposit account	40,000
Cash account	1,707

<b>117,291</b>
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Approved by the trustees on 9 June.....2025

*Paul Burnett*

**Mr P Burnett**



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES  
OF ST HELEN'S PRE- SCHOOL  
FOR THE YEAR ENDED  
10 AUGUST 2024**

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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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

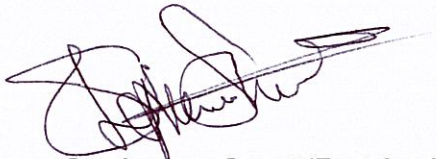
It is our responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Our examination was carried out in accordance with 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 the 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.

In connection with our examination, no matter has come to our attention (other than that disclosed below):

- (1) which gives us reasonable cause to believe that in, any material respect, the requirements:
- to keep accounting records in accordance with section 130 of the Charities Act;
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met;
- or
- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



**Stephenson Smart (East Anglia) Limited**  
**Queens Head House**  
**The Street**  
**Acle**  
**Norwich**  
**NR13 3DY**

Date: 11 JUNE 2025