



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st September 2023 **Period start date**
To 31st August 2024 **Period end date**

Charity name: Holy Trinity Pre-School Newcastle under Lyme

Charity registration number: 1037957

Objectives and Activities

| | SORP reference | |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | <p>The purpose of the Pre-School shall be to provide a safe and satisfying learning-through-play experience, whilst following the demands of the Early Years Curriculum, to provide quality childcare and early years education for children aged from 6 weeks to school age.</p> <p>The Pre-School also aims to support parents in their children's early years, by working collaboratively with parents and carers, other agencies and professionals where appropriate.</p> |
| 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 | <ul style="list-style-type: none">• Provide a safe and stimulating learning environment• Recruit, train and support suitably qualified staff to provide quality pre-school learning and care.• Comply with Ofsted regulations and registration, and implement any improvements suggested.• Ensure the needs in particular child-care and language development) of local people are met by consultation• Work closely with other agencies to provide support for vulnerable children and families at risk. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | <p>The public benefit from the pre-school because we are able to provide affordable and high quality childcare to families with low income, assisting them with grant applications where appropriate, in order to allow them to continue in employment.</p> |

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| | | <p>The pre-school serves the local community which is made up of many low-income families, single parent families and families from overseas – especially the Philippines, Africa and Southern India, many of whom have come to the area to work in the local large teaching hospital.</p> <p>The pre-school is able to offer help and support to families and agencies involved in providing for the needs of at-risk children, as well as children with additional learning support needs. Referrals of at-risk and children with additional learning support needs are increasing year by year.</p> <p>In addition, by providing the opportunity for students to learn on-the-job (in conjunction with the local college programmes) we are helping to provide training and increased employment prospects to local people.</p> <p>A;; the above is provided with regard to the guidance issued by the Charity Commission on public benefit.</p> |
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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 | Not applicable |
| Policy on social investment including program related investment | Para 1.38 | Not applicable |
| Contribution made by volunteers | Para 1.38 | <p>Local people, including parents and carers, assist occasionally in raising funds to provide specific equipment. They also assist with providing extra support on educational visits.</p> <p>We have been able to include some volunteers to help with our vegetable garden</p> <p>Volunteers have assisted with painting and decorating of the pre-school rooms.</p> |

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| Other | | |
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Achievements and Performance

| | SORP reference | |
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| 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>During the year the Pre-School has been able to provide ten (five mornings and five afternoon) sessions per week throughout term-time.</p> <p>Children with English as a second language, and their transition to school, have continued to be supported by close liaison with two LEA's and several local primary schools.</p> <p>Staff salaries remain in line with the National Living Wage, and the Charity continues to recognise the additional responsibilities of manager and assistant manager, by differentiated rates of pay. Eligible staff are enrolled into a work=place pension scheme.</p> <p>Children have continued to enjoy the large outdoor play area, with its mud kitchen, play house and space for wheeled toys. Towards the end of the year, we were able to provide an additional shelter outdoors to enable children to access outdoor provision at all times and in all weather conditions.</p> <p>We were happy to have received donation from ASDA to extend and improve our outdoor mud kitchen</p> |

Additional information (optional)

You may choose to include further statements where relevant about:

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| Achievements against objectives set | Para 1.41 | Not applicable |
| Performance of fundraising activities against objectives set | Para 1.41 | Not applicable |
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| Investment performance against objectives | Para 1.41 | Not applicable |
| Other | | Not applicable |

Financial Review

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| Review of the charity's financial position at the end of the period | Para 1.21 | <p>The income and expenditure account show that the year ended with a surplus of £21,205. This was extremely encouraging, considering the previous years accounts showed a deficit. The reason for this was increased recruitment, and a larger number of younger children qualifying for government funding. As at the end of last year, enquiries and bookings were beginning to look very encouraging.</p> <p>It is always necessary to keep a close eye on numbers, staffing and funding year by year. The balance in the deposit account is now a healthy £25,120 - significantly higher than it was this time last year.</p> |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | <p>Reserves as such are not held, but the charity has a deposit account which had been built up over several years. Over the previous five years this has been used to supplement the income to ensure that the Pre-School can continue to meet its commitments. We are now in a better position, but it is still essential that in the coming year this continues to be built up - a sum is already set aside for redundancies if this ever becomes necessary.</p> |
| Amount of reserves held | Para 1.22 | n/a |
| Reasons for holding zero reserves | Para 1.22 | n/a |
| Details of fund materially in deficit | Para 1.24 | n/a |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | <p>Funding from the Local Authority (shown in accounts as "NEG funding") for the eligible children is reliable, but is dependent on successful recruitment. This can not be predicted year on year, and neither can the demand for additional hours which parents may request in excess of the LEA funded hours. (These hours are shown in accounts as "fees")</p> <p>As the only income is from these two sources, the future of the pre-school is dependent on the recruitment of an optimal number of children, balanced by the optimal number of staff employed to cover the legal requirements. Staffing costs are the single largest expense -</p> |

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| | | <p>the accounts show that this cost £37,057 out of a total expenditure of £50,753. These figures are broadly similar to last year's expenditure.</p> <p>It is well documented by other providers and Early Years specialists that the amount of funding provided by the government does not cover the cost of the provision, and many providers are giving up. We are not yet at this point.</p> |
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Additional information (optional)

You may choose to include further statements where relevant about:

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| The charity's principal sources of funds (including any fundraising) | Para 1.47 | The Pre-School's major sources of funding are fees charged to parents and carers and Nursery Education Grant from Local Authorities. |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | Not applicable. |
| A description of the principal risks facing the charity | Para 1.46 | <p>As outlined above, the main risk is always financial – ensuring that we recruit enough children and access the necessary government funding. Although not a problem this year, it remains a continuing concern.</p> <p>There is some slight concern over the provision of premises – the building we currently rent is undergoing a review, but we are assured that nothing will change for at least a year.</p> |
| Other | | |

Structure, Governance and Management

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| 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 | Unincorporated association. |
| 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 | All parents and primary carers with children attending the Pre-School are members of the Pre-School and are able to vote at meetings. Members are elected annually to office (Chairperson, Treasurer and Secretary) and these, together with the Pre-School manager and deputy, form the Management Committee. The committee has the right to co-opt committee members. |

Additional information (optional)

You may choose to include further statements where relevant about:

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| 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 | | |

Reference and Administrative details

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|-----------------------------|--|
| Charity name | Holy Trinity Pre-School |
| Other name the charity uses | Holy Trinity Playgroup |
| Registered charity number | 1037957 |
| Charity's principal address | Holy Trinity Community Centre London Road Newcastle-under-Lyme |

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| | Staffordshire ST5 1LQ |
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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 | Barbara Davies | Treasurer | | |
| 2 | Zoe Dillett | Chairperson | | |
| 3 | Emma Bonfiglio | Secretary | | |
| 4 | Lisa Godwin | Pre-School Manager | | |
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Corporate trustees – names of the directors at the date the report was approved

| Director name | | |
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| | | |
| n/a | | |
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Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
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| n/a | | |
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Funds held as custodian trustees on behalf of others

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| 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)

Ema Burton (Deputy Manager)

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)

Barbara Davies

Full name(s)

Barbara Elizabeth Davies

Position (eg Secretary,
Chair, etc)

Treasurer

Date

12/6/2025



Holy Trinity Final Accounts 2023-2024 (2).pdf

