



Trustees' Annual Report for the Financial Year from 01.04.2023 to 31.03.2024 Monday 1st April 2024

Charity's principal address: Village Hall, Newport Road, Hanslope, Milton Keynes, MK19 7NZ

Governing document: Pre-school Learning Alliance Model Pre-school Constitution 2011, adopted at the Annual General Meeting on Tuesday the 11th of July 2023.

Objects of the charity: The Pre-school aims to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

- (a) Offering appropriate play, education and care facilities, family learning, and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability.
- (b) Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas.
- (c) Instigating and adhering to and furthering the aims and objectives of the Early Years Alliance.

Trustees at the date of this report:

Name	Current Position	Date of appointment
Brittany Mudaliar	Chairperson	08.03.2022
Debbie Watson	Ordinary Member/Committee advisor	22.07.2020
Joanne Green	Ordinary Member	22.07.2020
Kimberly Hurry	Ordinary Member	12.12.2023
Danielle Cotte-Wick	Ordinary Member	12.12.2023
Emma Courtney	Ordinary Member	30.01.2024

Other trustees during the period:

Name	Position at resignation	Date of appointment	Date of resignation
Karen Roberts	Ordinary Member	10.01.2023	02.11.2023
Amber Gage	Secretary	18.07.2022	15.09.2023
Dustin Brindley	Treasurer	31.08.2022	13.06.2023
Alishea Brindley	Ordinary Member	08.11.2022	05.06.2023
Katie Kennedy	Ordinary Member	18.07.2022	25.04.2023

Trustee selection method:

- (a) The Committee members in 5.2(a) and 5.2(b) of the constitution shall be elected for one year at the Annual General Meeting. Retiring Committee members are eligible for re-election unless they have already served on the Committee in any capacity for ten consecutive years.
- (b) Co-opted members in 5.2(c) of the constitution may join at any time on the invitation of the Committee but shall retire at the next Annual General Meeting. No co-opted member shall serve for more than six consecutive years.
- (c) In the event of the death or resignation of an elected Committee member, the vacancy shall be filled until the next Annual General Meeting by a Family Member or an Affiliate Member appointed by the Committee.

**Activities and achievements during the year:**

Hanslope Pre-school continues to deliver on the requirements of the Early Learning Goals of the Early Years Foundation Stage (EYFS), designed for children from birth to the end of the reception year at school. Staff members continue to undertake various training courses to achieve a high quality of childcare for the children.

In February 2024 Hanslope Pre-school received a 'Good' rating from Ofsted after their inspection visit on Thursday the 11th of January 2024. We are very pleased with this result.

Attendance has been at its highest for many years. We have 62 children on roll finishing the spring term and will have 65 children on roll for the summer term. After 29 children leaving for School in July, we (currently) have 44 children on roll for the autumn term of 2024.

We will be at capacity through the summer term of 2024 with our morning sessions (9am – 12pm). Our numbers remain high and growing for the 2024 2025 academic year. We have a steady stream of new starter interest every month.

We have had many new starters throughout this academic year, with lots of parents increasing their child's attendance.

Reserves: (drawn up per guidance issued by the Charity Commission: Charity Reporting and Accounting April 2009, and Milton Keynes Pre-school Learning Alliance).

The following levels of reserves are considered necessary to ensure a consistent level of service and to meet our liabilities in the event of closure:

1. Reserves Account:

£109,516.56 to ensure that our liabilities can be met should the Pre-school need to close (e.g., statutory redundancy, notice pay for staff, outstanding bills, fees refunds, and the cost of returning the outside play area to its original condition by the terms of the lease). The current sum needed for closure is £22,564.45. This amount is held in our Reserves Account and interest earned will be retained to help cover inflation.

The Pre-school continues to work with the Hanslope Primary School and Milton Keynes Council to try and move premises to be within the school building.

We have retained money in our reserves account for building work, outdoor provision work, and equipment replacement for the staff and children. We are very much hoping for this school move to happen soon as we have been working towards this for some time.

2. Fundraising Account:

£5,909.00 to start the financial year in the Fundraising Account for the intended spend on equipment and items to enhance the children's environment through the 2024-2025 year, this includes the constant supply of craft materials and day-to-day items needed to run the setting, at a high standard. The Pre-school team continues to renew and add great quality educational items to the children's play equipment, craft supplies and anything they feel would enhance their experience at Hanslope Pre-school. We are currently towards more sensory play items and SEND equipment as the need has grown.

The level of reserves is monitored at our regular committee meetings and will be reviewed by the committee throughout this financial year, due to the current situation. Steps will be taken to rebuild levels of reserves if a shortfall is identified or to increase expenditure for the benefit of families using the group if excess funds are being held.

Investments selection policy: It is the Pre-school's policy to invest cash in an interest-bearing account that allows immediate access to ensure the continued flexibility to meet the Pre-school's obligations as they fall due.

Review of major risks: The trustees meet monthly and have instituted procedures to monitor day-to-day operations. We have updated our monthly recordings of income versus expenditure and will monitor these in much finer detail going forward, allowing us to make better financial decisions on the current and day-to-day spending for the Pre-school.



This Trustees Annual Report has been agreed upon by the members of the Hanslope Pre-school Committee and signed on behalf of all the members, by the person below.

Full Name:

Signed:

Date:

Full name: Brittany Mudaliar

Position: Chairperson



**RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR
1 APRIL 2023 TO 31 MARCH 2024**

		2022 to 2023 £	2023 2024 £
Balance b/fwd		78,963.80	103,058.34
Receipts			
	Education Funding including Council payment	112,063.97	155,523.37
	Pre-school Session Fees	31,383.40	27,111.81
	Registration, Fees, Voluntary Contribution	584.00	546.80
	Fundraising including Gift Aid	4,220.80	7,073.33
	Interest	342.28	1,686.85
	Wages: Overpaid wages / Pension Refund	92.63	83.45
	Outings	238.00	272.00
	Admin: Purchase refund, Uniform	115.07	60.90
Total Receipts		149,040.15	192,358.51
Payments			
	Admin - Stationery, advertising, admin costs, bank charges, uniform	1,091.85	862.70
	Fee / Funding Refund and refunds	388.33	601.33
	Fundraising - Equipment, Improvement and Event Costs	5,635.36	4,282.03
	Insurance and Memberships	2,131.03	1,665.05
	Subscriptions	867.83	709.63
	Other Consumables / Recruitment	548.22	2,921.99
	Refreshments / Tesco cards and delivery	1,320.14	1,455.39
	Rent (£43.75 from accrual)	12,725.25	13,969.00
	Wage Costs including overtime, HMRC, pension (£1583.81 from accrual)	98,745.24	124,843.10
	Training Fees	948.36	536.20
	Outings / Session Events / EYPP / DAF	544.00	2,132.83
Total Payments		124,945.61	153,979.25
Total Surplus for year		24,094.54	38,379.26
Total Surplus c/fwd		103,058.34	141,437.60
Represented by:			
	Cash	65.87	18.00
	Bank Current	9,149.99	29,079.26
	Bank Fundraising	2,544.52	5,895.59 1
	Bank Reserves	92,829.71	109,516.56 2
	Accruals	-1,531.75	-3,071.81 3
	Total	103,058.34	141,437.60

Notes:

1. Fundraising - amount left in account ready for the start of the new budget year.
2. Reserves account holding contingency fund required to cover costs in the event of closure (staff redundancy, notice, fee refunds, rent + the amount needed to use for the potential completion of the Pre-school relocation to a different premises).
3. Money owed to Hanslope Village Hall for March rent £1488.00 and money owed to HMRC for March paye and NI £1583.81.

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Hanslope Pre-school

**On accounts for the year
ended**

31 March 2024

**Charity no
(if any)**

1038425

Set out on pages

1 & 2

**Responsibilities and
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2024.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

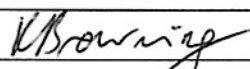
**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Date:

1 June 2024

Name:

Katharine Browning

**Relevant professional
qualification(s) or body
(if any):**

Chartered Institute of Management Accountants
(Membership number 1-HNSB)

Address:

3 Saxon Close

Hanslope

Milton Keynes, MK19 7AX

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.