



Trustees' Annual Report for the Financial Year from 01.04.2024 to 31.03.2025 Tuesday 1st April 2025

Charity's principal address: Village Hall, Newport Road, Hanslope, Milton Keynes, MK19 7NZ (until 13th January 2025 then Long Street Road, Hanslope, MK19 7BL)

Governing document: Pre-school Learning Alliance Model Pre-school Constitution 2011, adopted at the Annual General Meeting on Tuesday the 16th of July 2024.

Objects of the charity: Hanslope 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
Emma Courtney	Committee Chairperson	30.01.2024
Claire Barnett	Ordinary Member	12.09.2024
Grace Maxey	Ordinary Member	11.01.2025
Paige Winkworth	Ordinary Member	19.02.2025
Marie Elia	Ordinary Member	25.02.2025

Other trustees during the period:

Name	Position at resignation	Date of appointment	Date of resignation
Debbie Watson	Ordinary Member/Committee advisor	22.07.2020	23.04.2024
Joanne Green	Ordinary Member	22.07.2020	23.04.2024
Danielle Cotte-Wick	Ordinary Member	12.12.2023	16.07.2024
Mercedez Freshwater	Ordinary Member – DBS delayed join	14.06.2024	16.07.2024
Brittany Mudaliar	Ordinary Member – previous Chairperson	08.03.2022	16.07.2024
Kimberly Hurry	Ordinary Member	12.12.2023	20.09.2024

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 continued 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 continued to undertake various training courses to achieve a high quality of childcare for the children.

In January 2025 Hanslope Pre-school moved premises from their old location at the Village Hall to the new location at the Primary School. This move has been in the making for a very long time. The new location means that we no longer need to run as a 'put-out' and pack-away' setting, which greatly enhances the day to day running and strategic outcomes we are able to deliver.

This central location within Hanslope Village, located at the Primary School, provides better access to parents and carers and a smoother transition for our children moving up to the adjacent primary school

We have had good attendance throughout the academic year. We have 53 children on roll finishing the spring term and will have 57 children on roll for the summer term. We are at morning capacity every day throughout the summer term, with 42 children in attendance each morning. We have a variety of attendance for our afternoon sessions.

We anticipate attracting new starters for the 2025/ 2026 academic year to increase the current attendance numbers. We shall be advertising the setting, along with joining the Primary School for a summer event to have an Open Day.

With the new increase to funding hours from September 2025, we expect to see some children attending for longer hours, and families using the funding in childcare to give them longer working hours.

Reserves: (drawn up per guidance issued by the Charity Commission: Charity Reporting and Accounting April 2009, and Early Years 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:

£118,281.52 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, fee refunds). The current sum needed for closure is £42,581.93. This amount is held in our Reserves Account, and interest earned will be retained to help cover inflation.

With the move to the Primary School premises, we continue to purchase what is needed to improve the new setting, both indoors and outside. Our fundraising plan includes an allotment area, new large outdoor play equipment, and more resources to encourage lots of outdoor learning through play.

2. Fundraising Account:

£6,351.03 to start the financial year in the Fundraising Account for the intended spend on equipment and resources to enhance the children's environment through the 2025 / 2026 academic 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 high-quality educational items to the children's play equipment, craft, cooking, and gardening supplies and anything they feel would enhance the children's experiences at Hanslope Pre-school. We are currently developing a new sensory area with appropriate SEND resources and equipment, as the need for this has grown.

The level of Reserves is monitored at our regular committee meetings and will be reviewed by the committee throughout the financial year. Steps will be taken to rebuild levels of reserves if a shortfall is identified or to increase expenditure for the benefit of children and families using the setting if an excess of funds is 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.



Registered Charity No: 1028425
Long Street Road, Hanslope, MK19 7BL
www.hanslopepre-school.org

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 continue to monitor these in detail going forward, allowing us to make sound financial decisions on the day to day and strategic 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:
Emma Courtney

Signed:

Date:

01/04/2025

Full name: Emma Courtney

Position: Committee Chairperson



**RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR
1 APRIL 2024 TO 31 MARCH 2025**

		2023 2024	2024 2025
		£	£
Balance b/fwd		103,058.34	141,437.60
Receipts			
	Early Education Funding	155,523.37	193,771.43
	Invoiced session fees	27,111.81	17,764.76
	Registration fee, late collection fee, voluntary contribution	546.80	591.64
	Fundraising including Gift Aid and interest	7,073.33	4,145.74
	School move build		20,000.00
	Reserves interest	1,686.85	2,175.57
	Pension refund	83.45	105.48
	Error payments		229.28
	Outings	272.00	525.25
	Uniform purchase refund	60.90	
Total Receipts		192,358.51	239,309.15
Payments			
	Stationery, secure shredding, bank charges	862.70	543.26
	Refunds - fees, registration fee, purchases, overpayments	601.33	1,218.62
	Fundraising - equipment, resources, event costs	4,282.03	2,929.94
	DAF (Disability Access Funding)		3,241.94
	EYPP (Early Years Pupil Premium)		2,058.84
	School move build		54,249.61
	Insurance and Memberships	1,665.05	1,912.22
	Subscriptions	709.63	722.67
	Other Consumables - cleaning, uniform, first aid, publications,	2,921.99	3,079.69
	Setting items - snack, hygiene, small setting items	1,455.39	1,249.09
	Rent (£1,488.00 accrual difference)	13,969.00	14,181.00
	Wage Costs including overtime, HMRC, pension (£984.87 accrual difference)	124,843.10	143,234.33
	Training Fees	536.20	579.45
	Error payments		229.28
	Outing payments	2,132.83	931.25
Total Payments		153,979.25	230,361.19
Total Surplus for year		38,379.26	8,947.96
Total Surplus c/fwd		141,437.60	150,385.56
Represented by:			
	Cash	18.00	78.00
	Bank Current	29,079.26	26,273.95
	Bank Fundraising	5,895.59	6,351.03
	Bank Reserves	109,516.56	118,281.52
	Accruals	-3,071.81	-598.94
	Total	141,437.60	150,385.56

Notes:

1. Fundraising: The amount in the account for the start of the new financial period.
2. Reserves: The amount required to cover costs in the event of closure (e.g., staff redundancy, notice, fee refunds, rent). The Remainder for the continued improvement and update of the new setting location at the new premises.
3. Accruals: No payments are currently owed for rent as we now pay in advance at our new location. £598.94 due to HMRC for the 2024 2025 financial period.



Section A

Independent Examiner's Report

Report to the trustees/
members of

Hanslope Pre-school

On accounts for the year
ended

31 March 2025

Charity no
(if any)

1038425

Set out on pages

1 & 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2025.

Responsibilities and
basis of report

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:

K Browning

Date:

21 April 2025

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.