



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	09	2023		31	08	2024

## Section A Reference and administration details

**Charity name**

Kingswood Methodist Church Pre-school

**Other names charity is known by**

Kingswood Methodist church playgroup/KMC pre-school

**Registered charity number (if any)**

1038815

**Charity's principal address**

Kingswood Methodist Church, Grantham Road,

Kingswood

Bristol

**Postcode**

BS15 1JR

### 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	Emma Cederholm-Melling	Chair		Claire Hickmans
2	Mrs Kelly Hinton	Secretary		C Hickmans & E Cederholm-Melling
3	Mrs Lucy Prewett	Treasurer		C Hickmans & E Cederholm-Melling.
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year


### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Trustees appointed by E Cederholm-Melling and C. Hickmans (Pre-school leader).

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees.
- the charity's organisational structure and any wider network with which the charity works.
- relationship with any related parties.
- trustees' consideration of major risks and the system and procedures to manage them.

Trustees are made up of parents, of children who previously attended our setting. We invite parents, of all children who attend our settings to join the committee.

For specific roles the pre-school leader and chair interview those interested in becoming a trustee. Trustees are checked via Ofsted (EY2 Application) to check for their suitability in their roles around children. All trustees have an induction meeting where roles are explained. The committee and Pre-school leader arrange to meet once every term to discuss business relating to the day to day running of the preschool. Chairperson is required to attend child protection and first aid training.

## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

To provide a safe and secure environment, in which children learn and develop during play and interactions with others. We encourage parents to join in and take part in their children’s learning.  
We encourage parents to join our committee/volunteer to support the pre school to fundraise, and always keep parents informed of where this fundraising has been spent, to further their children play and experiences.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

To provide a safe, secure and nurturing environment, where children can explore, learn and play. Children are supported, observed and assessed alongside the statutory curriculum for Early years (EYFS) to help all children meet their developmental milestones. We work closely, alongside all children’s parents, to support and discuss achievements, concerns, next steps, and any other outside support agencies, that individual children may need.  
We hold fundraising events, throughout the year, to help raise funds to support the running of the pre-school, in order to provide new resources, activities and trips to all the children who attend.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking.
- policy programme related investment.
- contribution made by volunteers.

## Section D

## Achievements and performance

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

This year we did a variety of trips and outings, including taking the children to watch a Pantomime, trip to Noah's Arc Zoo farm, visit to the harbour, trip to Avon Valley country park and many visits to local parks. Children enjoyed weekly visits from a company called Imagine & Move, which supports our children's development in literacy, through storytelling and then acting out the story through movement.

Scout hut setting returned with a good number of children, our church setting struggled, and numbers remained low throughout the year. The new two-year funding, introduced in April 2024, generated quite a good amount of interest, and was a huge benefit to parents, of 2-year-olds, who were already at the setting.

Finances are monitored monthly, and due to the Scout hut setting we were able to keep both settings running.

We had three new team members join us, one who is already level 3 qualified and, one who is working towards a level 3, and another working towards their level 2 qualification.

## Section E Financial review

### Brief statement of the charity's policy on reserves

At the end of this financial period (31-08-2024) we currently hold £36,031.26 in a reserve account. This is to be used to support the pre-school when necessary, during such times where numbers are low, and to ensure that statutory redundancy funds can be met, given the timescales of staff who are employed. The extra income, gained in the reserve account was generated through interest paid.

### Details of any funds materially in deficit

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising).
- how expenditure has supported the key objectives of the charity.
- investment policy and objectives including any ethical investment policy adopted.

Our main sources of funds are from Early Years funding from the local authority (Bristol city council & South Gloucestershire council) for applicable 2-year-olds, which included the new 2-year funding, for working families that came into effect April 2024. universal 15 hours funding for 3 & 4 year-olds and for those who qualify for extended funded hours. We also receive EYPP for selected children. We also have parents who pay privately for extra sessions, outside of their universal entitlement, and for 2-year-olds who are not entitled to 2-year funding. Fundraising throughout the year enables us to support all children with new resources, activities and trips and experiences that support all areas of their development and enables all children to explore new interests.

## Section F Other optional information

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## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Emma –Cederhom-Melling	Mrs Kelly Hinton
Position (eg Secretary, Chair, etc)	Chair	
Date	January 2025	

Kingswood Methodist Church Pre-school (KMC Pre-school).

Charity number: 1038815.

Expenditure from 1<sup>st</sup> September 2023 – August 2024.

Month	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	March 2024	April 2024	May 2024	June 2024	July 2024	Aug 2024	Totals
Premises	£3120	-----	-----	£7821	-----	-----	-----	£6594	-----	-----	£7452	-----	£24,987
Wages	£8290	£8602	£10,503	£14,092	£8252	£8883	£8979	£9872	£9131	£9950	£10,101	£9750	£116,405
Bank charges	£8	£41	£40	£26	£29	£31	£23	£25	£28	£23	£20	£21	£315
Pension	£293	£290	£573	-----	£556	£284	£274	£314	£314	£300	£324	£315	£3837
Petty cash	-----	£400	£150	£300	£150	-----	£200	£250	-----	-----	£250	-----	£1700
Equipment	£1610	£364	£443	£251	£26	£1317	£748	£214	£180	£784	£65	-----	£6002
Fundraise	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
Admin	£53	£83	-----	£50	-----	-----	£1342	£35	-----	£100	-----	-----	£1663
Inland Revenue	£1206	£807	£804	£787	£1645	£1964	-----	£1233	£857	£739	£838	£956	£11,836
Other	£685	-----	£56	-----	-----	£259	£295	-----	£90	-----	£470	-----	£1855

Council Refund	-----	-----	£2842	£11,801	£10,604	-----	-----	£1959	-----	-----	£397	-----	£27,603
Transfer to Saving acc	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	£15,265	£10,587	£15,411	£35,128	£21,262	£12,738	£11,861	£20,496	£10,600	£11,896	£19,917	£11,042	£196,203

Total Expenditure = £196,203 minus unpaid cheques totalling £957 = Total Expenditure of £195,246



Kingswood Methodist Church Pre-school (KMC Pre-school).

Charity number: 1038815.

Income from 1<sup>st</sup> September 2023 – 31<sup>st</sup> August 2024

Month	Parent fees.	Council Funding	Fundraise	Uniform	Trips	Total
September 2023	£3339	£607	£20	£173	£144	£4283
October 2023	£2874	£14341	£20	£10	£27	£17,272
November 2023	£2684	£1254	£276	-----	£210	£4424
December 2023	£1225	£50,685	£365	-----	£26	£52,301
January 2024	£3322	-----	£111	£108	£272	£3813
February 2024	£2651	£18,818	-----	-----	£321	£21,790
March 2024	£1811	£192	£4	£40	£26	£2073
April 2024	£742	£49,384	£142	£57	£13	£50,338
May 2024	£875	£26,674	-----	-----	£348	£27,897
June 2024	£882	£910	-----	-----	£118	£1910
July 2024	£692	-----	£30	-----	£60	£782
August 2024	-----	£30,981	-----	-----	-----	£30,981
Totals=	£21,097	£193,846	£968	£388	£1565	£217,864

Kingswood Methodist church (KMC Pre-school).

Charity number:1038815.

Buisness reserve account for the period of 1<sup>st</sup> September 2023-31<sup>st</sup> August 2024.

Opening balance =£35,513

Month	Interest	Transfer from main account.	Transfer into main account.
September 2023	£41	-----	-----
October 2023	£45	-----	-----
November 2023	£42	-----	-----
December 2023	£41	-----	-----
January 2024	£47	-----	-----
February 2024	£41	-----	-----
March 2024	£40	-----	-----
April 2024	£47	-----	-----
May 2024	£44	-----	-----
June 2024	£40	-----	-----
July 2024	£47	-----	-----
August 2024	£43	-----	-----
Total	£518	-----	-----

Closing balance =£36,031

Kingswood Methodist Church Playgroup  
Balance sheet t Sept 2023-Aug 2024

Income

Parent Fees	£	21,097.00
Grants	£	193,846.86
Uniform	£	388.00
Fund Raising	£	968.03
Interest	£	518.38
Petty Cash	£	24.37
Trips	£	1,564.00

Total Income £ 218,406.64

Expenditure

Wages	£	116,404.77 ✓
Pension	£	£3,837.45 ✓
Rent	£	24,987.00 ✓
Other	£	1,855.00 ✓
Equipment	£	6,001.53 ✓
HMRC	£	11,836.28 ✓
Petty Cash	£	1,700.00 ✓
Grant refunds	£	27,602.84 ✓
Administration	£	1,663.48 ✓
Unpaid cheques	-£	956.51 ✓
Bank charges	£	314.55 ✓
Total Expenditure	£	195,246.39 ✓

Representation

01/09/2023

Natwest Current Account	£	51,825.01 ✓
Cash/Float	£	-
Savings Account	£	35,512.88 ✓
Opening Balance	£	87,337.89 ✓

31.08.2024

Natwest Current Account	£	74,442.51 ✓
Cash/Float	£	24.37 ✓
Savings Account	£	36,031.26 ✓
	£	110,498.14 ✓

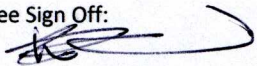
Income Total £ 218,406.64

Expenditure Total £ 195,246.39

£ 110,498.14 ✓

£ 110,498.14

Committee Sign Off:



Chairperson

EMMA CEDERHOLM

Date

30.06.2025

Treasurer

LUCY PREWITT

Date

30.06.2025

Reviewer Sign Off:

CDarby

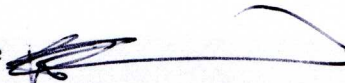
Name

CLAIRE DARBY

Date

28<sup>th</sup> June 2025

Signature



Signature



Signature

CDarby

Total: