



Breachwood Green Pre-School

Registered Charity number 1038926

Accounts and reports

For the year ended 31 December 2024

Breachwood Green Pre-School
Registered charity number 1038926
Contents
For the year ended 31 December 2024

	Page
Addresses	1
Trustees Report	2 - 5
Independent examiners report	6
Statement of financial activities	7
Balance sheet	8

Breachwood Green Pre-School
Registered charity number 1038926

For the year ended 31 December 2024

Registered Address:	Egmont Pasture Lane Breachwood Green Hitchin SG4 8NR
Activity Address:	Village Hall Chapel Road Breachwood Green Hitchin SG4 8NX
Independent examiners:	Godfrey Laws & Co Ltd 65 Knowl Piece Wilbury Way Hitchin SG4 0TY
Bankers:	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

Breachwood Green Pre-School

Village Hall, Chapel Road, Breachwood Green

Nr Hitchin, Hertfordshire, SG4 8NX

Tel: 01438 831099

Email: breachwoodgreenpreschool@gmail.com

Website: www.bwgpreschool.co.uk

Registered Charity Number: 1038926

Ofsted Registration Number: 146743



Trustees Report

For the year ended 31 December 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity was established in 1978 and became a registered charity on 23rd June 1994, and is governed by the Constitution adopted in January 2015. Breachwood Green Pre-school is a body in membership of the Pre-school Learning Alliance.

Policies and Procedures for Trustees

We provide an induction for all staff, volunteers and managers in order to fully brief them about the setting, the families we serve, our policies and procedures, curriculum and daily practise in accordance with our Policies and Procedures manual.

In addition to following our policies and procedures, trustees are also required to complete an Enhanced DBS Check and an EY3 Form, and submit a copy of their identification.

TRUSTEES

The Trustees who served during the year were:

Mrs Sally Fearon - Chair - resigned 17th June 2025

- Replaced by - Mr Jodan Chaston - Chair - appointed 20th August 2025

Ms Louise French - Treasurer - resigned 25th June 2025

- Replaced by:

- Ms Leah Stares - Treasurer - appointed 20th August 2025

- Mrs Jessica Cowap - Treasurer - appointed 20th August 2025

Mrs Lydia Chaston

Mrs Amanda King

Staff Members

Mrs Tracey Holden – Administrator

Mrs Sonia Silney - Manager (maternity leave Apr 24 - Mar 25)

Mrs Beth Tacon Merry - Deputy Manager

Mrs Ellie Wood - Early Years Practitioner

Mrs Deborah Strares - Early Years Practitioner Part-time (ful time from Apr 24)

Mrs Alison Hull - Early Years Practitioner Part Time - Joined May24 and left in Dec 24

Ms Natalie Smith - Early Years Practitioner - Joined Apr24 to Aug24 (change in contract to zero hours in Jun 24)

OBJECTIVES AND ACTIVITIES

Our pre-school offers care and education for children aged two years to rising five, and we are registered to care for 19 children per session.

With a team of experienced and qualified staff, we provide a fun, engaging, and nurturing environment where children learn through play.

Our aim is to:

- Create a happy and caring environment
- Build children's self-confidence
- Support children in developing effective communication with peers and adults

We follow the Early Years Foundation Stage (EYFS) and plan activities based on the children's interests, helping to support their individual learning and development. This planning is regularly reviewed and adapted to ensure we offer a wide range of activities that provide a strong foundation for future school life.

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Trustees Report

For the year ended 31 December 2024

CONTINUED...

Public benefit

The trustees have given due consideration to the Charity Commission's published guidance on the operation of the public benefit requirement.

GENERAL OVERVIEW

An Annual General Meeting was held on 16th December 2024. During this meeting, it was confirmed that the organisation has seen a consistent increase in profit each month, driven by high child numbers. The pre-school is thriving and continues to attract families from outside the area, including Luton and surrounding villages, thanks to effective advertising and word of mouth.

Our strong reputation continues to grow within the community, supported by effective leadership and positive feedback from families engaged with the setting. This year, we welcomed a high percentage of children with Special Educational Needs and Children in Need. Our inclusive and supportive environment has made early years education accessible to all, a commitment that has been recognised by both families and professional agencies.

The pre-school's vision to expand its provision through the development of a Forest School has been warmly received and is set to begin in 2025.

ACHIEVEMENTS AND PERFORMANCE

In 2024, Breachwood Green Pre-school was recognised for its support of a high percentage of children with Special Educational Needs and Children in Need. This included our SENCO working tirelessly to secure an Education, Health and Care Plan (EHCP) for one child, while also collaborating with external agencies to obtain additional support for others presenting with additional needs.

Supplementary specialist funding was awarded to help support these children through the provision of additional equipment, resources, staff training, and support staff. Improvements were also made to the pre-school garden, including new surfacing and equipment, while furniture and resources inside the classroom were updated to enhance the overall learning environment.

The pre-school continued to raise its profile within the community through fundraising events and advertising. Toward the end of the year, an apprentice was successfully recruited to begin in the new year, supporting the setting's continued growth.

TRUSTEES REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2024 nor for the year ended 31 December 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2024 nor for the year ended 31 December 2023.

FINANCIAL REVIEW

Total income for the year amounted to £110,768 and there was a net surplus for the year of £21,563. A number of successful fundraising events took place throughout the year, the total amount raised was £3,418.

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Trustees Report

For the year ended 31 December 2024

CONTINUED...

Reserves Policy

SCOPE, DEFINITIONS AND PURPOSE

The Management Committee has reviewed Pre-school's need for reserves in line with guidance issued by The Pre-school needs reserves in order to:

1. meet redundancy liabilities should the Pre-school have to close;
2. ensure there are sufficient cash reserves in the current account to cover day to day running costs;
3. ensure continuity of service provision by:
 - a. meeting unexpected costs such as cover for illness or maternity leave, etc.;
 - b. covering running costs during periods of lower income (e.g. while adjusting to school policy changes or following falls in fundraising)
4. replace equipment as it wears out and carry out necessary building maintenance;
5. relocate the Pre-school from its current location/premises if necessary

In calculating these amounts, the Pre-school assumes the following:

- Leader and Deputy Leader 12 weeks' notice / 4 weeks' notice for all remaining roles
- No redundancy payments for staff members with less than 2 years of service.

POLICY AIMS

In light of the scope, definitions and purpose, the Pre-school aims to maintain reserves consisting of:

- i. reserves to meet redundancy liabilities;
- ii. general contingency reserves equal to one term's (i.e. one-third of annual) total expenditure, excluding maintenance and depreciation

The Committee believes that this level of reserves is prudent and necessary to ensure that the Pre-school can run efficiently and meet future needs.

'All groups are recommended to have at least three month's expenditure in reserve and a sum which covers the calculated redundancy liability' (Managing a Charitably Constituted Setting, PSLA).

'As a guide, many groups choose one term's reserves as a suitable level' (Finance in Early Years Settings, PSLA).

The Committee will monitor the actual level of reserves and compare with the target level no less than once a year (at the financial year-end). The Pre-school has no restricted funds, and therefore essentially all cash balances can be considered to be part of reserves.

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Trustees Report

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CONTINUED...

In the event of reserves falling significantly below the target level, the Pre-school will aim to restore the reserves as soon as possible by postponing salary increases and bonuses, fundraising, increasing earned income by increasing child numbers, or reducing expenditure.

Similarly, if reserves are significantly above the target level, the Committee will put in place a plan as soon as possible, aiming to eliminate the excess within two years by spending money to enhance the quality of Pre-school provision, or otherwise further the aims of the Pre-school, or by reducing fundraising.

The Committee will not, however, take any steps that might call into question the ability of the Pre-school to continue as a financially viable operation in the long term. In particular, it will not plan to use excess reserves to cover essential running costs.

POLICY REVIEW

This policy will be reviewed and approved annually by the Pre-school Management Committee.

Review date: August 2025

Policies and Procedures for Trustees

We provide an induction for all staff, volunteers and managers in order to fully brief them about the setting, the families we serve, our policies and procedures, curriculum and daily practise in accordance with our Policies and Procedures manual.

In addition to following our policies and procedures, trustees are also required to complete an Enhanced DBS Check and an EY2 Form, and submit a copy of their identification.

Signed on behalf of the Trustees

A handwritten signature in black ink, appearing to read "Jordan Chaston".

Mr Jordan Chaston
Chair

Date: 24/10/25

Breachwood Green Pre-School

Registered charity number 1038926

Independent examiner's report to the trustees of Breachwood Green Pre School

For the year ended 31 December 2024

I report on the accounts of Breachwood Green Pre School for the year ended 31 December 2024, which are set out on pages 1 to 8.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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 next statement.

Independent examiner's statement

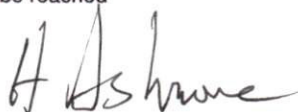
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act
- have not been met or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Signed:



Date:

24 October 2025

Howard Ashmore
Godfrey Laws & Co Ltd
Chartered Accountants & Registered Auditors
65 Knowl Piece
Wilbury Way
Hitchin
SG4 0TY

Breachwood Green Pre-School
Registered charity number 1038926
Statement of financial activities
For the year ended 31 December 2024

	Unrestricted funds £	Restricted funds £	2024 Total Funds £	2023 Total Funds £
INCOMING FROM:				
Fees - Funded	94,586	-	94,586	56,987
Fees - Private	11,797	-	11,797	19,294
Sale of uniform	292	-	292	135
Fundraising income	3,418	-	3,418	5,230
Interest income	673	-	673	152
Grants	-	-	-	-
Total Incoming	110,768	-	110,768	81,798
EXPENDITURE ON:				
Consumables	511	-	511	1,036
Fundraising expenses	309	-	309	-
Wages and pensions	66,068	-	66,068	55,715
Audit & Accountancy fees (including payroll fees)	1,352	-	1,352	727
Bank Fees	60	-	60	73
Cleaning	40	-	40	273
Uniform expenses	276	-	276	415
Equipment & Toys	7,706	-	7,706	2,136
Activities	449	-	449	195
Advertising and marketing	668	-	668	266
Insurance	407	-	407	389
Light, Power, Heating	984	-	984	240
IT software & consumables	364	-	364	260
Printing & Stationery	669	-	669	516
Rent	2,400	-	2,400	2,400
Repairs and maintenance	5,107	-	5,107	1,802
Staff Training	673	-	673	-
Subscriptions	470	-	470	332
Telephone & Internet	302	-	302	217
Sundries	290	-	290	3,993
Depreciation	100	-	100	132
Total Expenditure	89,204	-	89,204	71,117
Net Income/expenditure	21,563	-	21,563	10,681
Transfers between funds	-	-	-	-
Net movement in funds	21,563	-	21,563	10,681

RECONCILIATION OF FUNDS

Total funds brought forward	21,481	-	21,481	10,800
Total funds carried forward	43,044	-	43,044	21,481

All of the charity's activities were acquired during the above financial period.

The charity has no recognised gains or losses other than those dealt with in the statement of financial activities.

Breachwood Green Pre-School
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Balance sheet as at 31 December 2024

	31 Dec 2024 £	31 Dec 2023 £
Assets		
Tangible assets	189	70
Debtors	-	-
Bank		
Cash at Bank	47,656	23,197
Total Assets	47,845	23,267
Liabilities		
Current Liabilities		
Other creditors	700	700
Payroll liabilities	4,101	1,086
Total Current Liabilities	4,801	1,786
Total Liabilities	4,801	1,786
Net Assets	43,044	21,481
The funds of the charity		
Net income/expenditure	21,563	10,681
Funds brought forward	21,481	10,800
Total charity funds	43,044	21,481