



# Trustees' Annual Report for the period

Period start date		Period end date	
From	15th August 2021	To	31st August 2022

## Section A Reference and administration details

Charity name Waverton Pre-school

Other names charity is known by

Registered charity number (if any) 1041090

Charity's principal address

The Scout Hut,  
Common Lane,  
Waverton, Chester  
Postcode CH3 7QT

### 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	Robert Walker	Chair	To 30/01/22	Members at AGM or Trustees appoint replacement
2	Julie Harris	Vice Chair		"
3	Gay Davies		To 07/10/21	"
4	Peter Assheton	Treasurer		"
5	Julia Williams	Secretary	From 07/10/21	"
6	Felicity Johnson-Cooke		From 07/10/21	"
7	Fiona Paton			"
5				
6				
7				
8				

### 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)

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### 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)	Members at annual general meeting

### 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.

## Section C Objectives and activities

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

To enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

### 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)

Pre school gave an opportunity for any parents to provide an educational experience for their children before starting at primary school. It provided learning through play using language, toys and equipment and social skills for children under the statutory school age. The school worked towards early learning goals and offered a specially tailored curriculum and the support of a personal keyworker to achieve this.

Pre-school was available to any member of the public willing to pay the modest fees, or who was supported by the local authority. The majority of the pupils received local authority support.

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

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

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

The number of children attending pre-school has been good, rising from the lowest number of 16 up to 27 for the Summer 2022 term. During this time the childcare staff have supported up to 6 children from disadvantaged backgrounds residing with a local charity, with various additional needs, through to transition to new settings or Primary provision.

A number of improvements have been made through various fundraising activities eg. new 'learning through play equipment' such as dental hygiene which have all been planned and delivered by our Manager, the outdoor area benefitting from a new and improved veranda and new artificial grass paid for by the Scout Association/Primary school and, not least, our SENCO who oversees excellent forest school activities.

With increased children in need of speech and language support over the last year, through some of the fundraising, and fee income, we have invested in the GL assessment Welcomm support package. This provides learning support tools for children with speech development challenges and enables the outcomes of that 1-1 work to be shared with the Speech and Language service team when a referral is made, aiding the process of identification and speed of delivery for S&L support.

We have overcome staffing challenges, recruiting temporary staff who have brought new ideas and provided additional 1-1 support which individual children have benefitted from supporting our Manager deliver focused Speech and Language support.

Parent engagement has continued to be strong with much positive feedback about their children's experiences in preschool.

Pre-school has had an excellent relationship with Waverton Primary School during the year with children regularly visiting the Primary School for play sessions and transition activities.

Pre-school continues to be generously supported by Waverton Evangelical Fellowship whose volunteers come into school on a regular basis as well as hosting parties at Christmas and the end of the school year.

## Section E Financial review

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

The policy of the charity is to keep sufficient reserves to enable pre-school to continue to function in the event of a reduction in income.

### Details of any funds materially in deficit

### 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.

The majority of income comes from parent fees and local authority early years grant.

The largest part of the expenditure continues to be staff salaries so that the charity's objects of educating children under school age can be achieved.

Efforts have been made to drive a manageable wage to income ratio and improving the management teams awareness of the importance of this.

The trustees decided to alter the date of the end of the accounting year from 14<sup>th</sup> August to 31<sup>st</sup> August so that August salaries are paid in the appropriate period. This change increased the deficit for the period by about £3,300 but should be more accurate in future years.

## Section F Other optional information

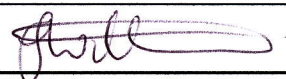
### Serious Incidents.

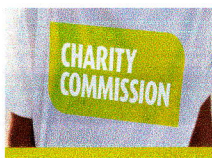
There were no serious incidents relating to the charity during the previous year that the Trustees neglected to inform the Charity Commission about.

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	P. C. Assheton	
Full name(s)	PETER CHARITABLE ASSHETON	MRS JULIA WILLIAMS
Position (eg Secretary, Chair, etc)	Chair	SECRETARY
Date	15/3/23	14/3/23



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

Waverton Pre-School

On accounts for the year  
ended

31st August 2022

Charity no  
(if any)

1041090

Set out on pages

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's statement** My examination was carried out in accordance with 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 the 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 statement below.

**Independent examiner's statement** In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

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 Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Steven V. Thomas.

Date:

31 MARCH 2023

Name:

STEVEN V. THOMAS

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

CHARTERED ACCOUNTANT F.C.A.

Address:

27, SELLER STREET

CHESTER CH1 3NA

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.

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



Waverton Pre-School			1041090
Receipts and payments accounts			
For the period from	15th August 2021	To	31 <sup>st</sup> August 2022

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## Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>				
Fees	18,153		18,153	16,835
Grants	42,893		42,893	65,540
Donations	51		51	1,199
Fundraising	530		530	466
Childrens uniform	-		-	70
Bank interest	1		1	1
Gift aid	-		-	84
<b>Total receipts</b>	<b>61,628</b>	<b>-</b>	<b>61,628</b>	<b>84,195</b>
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>61,628</b>	<b>-</b>	<b>61,628</b>	<b>84,195</b>
<b>A3 Payments</b>				
Salaries	66,819		66,819	58,334
Rent	3,714		3,714	3,714
Fundraising	-		-	-
Snacks	584		584	-
Deposit returns	-		-	35
Ofsted registration	50		50	50
Cleaning	151		151	761
Activity consumables	169		169	371
Office supplies and equipment	1,015		1,015	855
End of term events	116		116	178
Insurance	-		-	853
Training	262		262	504
Medical	17		17	983
Advertising/recruitment	48		48	19
SEN and inclusion supplies	51		51	-
Security checks	318		318	272
Photocopying	12		12	-
Toys and play equipment	338		338	86
Repairs and maintenance	182		182	103
Staff uniform	247		247	388
Advertising and signage	96		96	-
Surveyors fees	190		190	-
Fee reimbursement	329		329	50
Other	200		200	290
<b>Total payments</b>	<b>74,908</b>	<b>-</b>	<b>74,908</b>	<b>67,846</b>
<b>Net of receipts/(payments)</b>	<b>(13,280)</b>	<b>0</b>	<b>(13,280)</b>	<b>16,349</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>36,359</b>	<b>-</b>	<b>36,359</b>	<b>20,010</b>
<b>Cash funds this year end</b>	<b>23,079</b>	<b>0</b>	<b>23,079</b>	<b>36,359</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Cash funds	Treasurers Account	16,076	-	-
	Deposit Account	7,003	-	-
	Cash	0	-	-
	<b>Total cash funds</b>	<b>23,079</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	CA	CA	Agreement End

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
P. C. Assheton	PETER C. ASSHETON	15/3/23
	MRS J WILLIAMS	14/3/23