

Trustees' Annual Report for the period

Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	01	09	2022		31	08	2023

Section A Reference and administration details

Charity name Fernhurst Pre-school

Other names charity is known by

Registered charity number (if any) 1042154

Charity's principal address Fernhurst Pre-school

Haslemere Road

Fernhurst

Postcode GU27 3EA

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	Sian Gregory	Treasurer	12/10/23 – present day	Trustees and Members
2	Sarah Broome-Smith	Chair	25/5/23 – present day	Trustees and Members
3	Sarah Emerson	Secretary	12/10/23 – present day	Trustees and Members
4	Elizabeth Vigar	Lead Practitioner	01/09/16 – present day	Trustees
5	Elizabeth Koffman	Deputy Lead	01/09/16 – present day	Trustees and LP
6	Kelly Keeley	Deputy Lead	01/09/16 – present day	Trustees and LP
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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 <small>(eg, trust deed, constitution)</small>	Constitution
How the charity is constituted <small>(eg, trust, association, company)</small>	Trust
Trustee selection methods <small>(eg, appointed by, elected by)</small>	By the Members

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.

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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 primarily under statutory school age by offering play, education and care facilities and encouraging the study of the needs of such children and their families.

Providing high quality affordable and stimulating childcare for children under the age of five in a safe and supportive environment in partnership with parents.

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)

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.

Summary of the main achievements of the charity during the year

During this year, due to falling numbers on roll we were conscious that we needed to manage our finances with rising costs and staff wages. Unfortunately, due to this reason we made a significant loss this year but due to gains in previous years we were able to suffer the loss as we had sufficient reserves. This does however need to be monitored closely over the coming years.

The 2 main fundraising events of the year were the annual quiz and the local village fete 'The Revels', numbers were down at both events therefore fundraising was slightly down this year compared to previous years.

We were given a large donation to support a child attending our pre-school so that they were able to attend for more sessions during the year. We were also given 2 small grants from local societies, which were used to buy resources.

The children benefitted from a trip to the local animal sanctuary called Birdworld with the staff, we all went on a coach and had a thoroughly enjoyable day.

This year again, we had a lot of support from parent volunteers in both the management committee and fundraising team. We thank them for the time and effort that they give voluntarily to support the pre-school with the little extras.

The Pre-school always encourage their staff to further their own learning and during this year we subscribed to the Local Authority training service and attended many relevant courses.

As always, our main costs this year were for staffing including HMRC and pensions payments. Our staff deserve to be mentioned for the effort and energy they put into the Pre-School, providing a supportive and stimulating environment for the children, constantly coming up with new and imaginative activities. A huge thank you has to go to the Lead Practitioner Elizabeth Vigar, who has led and continues to lead the pre-school forward with the support of her staff team.

Section E

Financial review

Brief statement of the charity's policy on reserves

Reserves are kept to fund upcoming capital projects, cover costs in case our income exceeds our outgoings in a particular year. Additionally, funds would be needed to cover any redundancy pay if the Pre-School should ever shut down, or if an extraordinary event ever happened, such as another pandemic like COVID19. This year we were issued with an invoice from our accountant for 6 years of payroll costs in arrears, this was very unexpected but luckily we had enough reserves to cover the costs.

Details of any funds materially in deficit

N/A

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 our income is from Local Government funding for 2, 3 and 4-year-olds and parent/carer payments for those children not yet entitled to their 15 hours a week of free childcare.

The majority of our income, like most educational establishments, is spent on paying the staff that do so much to make the Pre-school an amazing facility for local families. This year we also spent a significant amount of money on paying for accountancy services in arrears.

Section F

Other optional information

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)

Position (eg Secretary, Chair, etc)

Date

	
Sarah Broome-Smith	
Chair	
17/6/2024	



Fernhurst Preschool

Financial Activities

September 2022 - August 2023

	TOTAL
Income	
Donations and legacies	1,855.00
Fees	10,647.37
Fundraising	1,761.93
LA Funding	57,907.61
Sum Up (Fees)	1,199.85
Uniform	-224.96
Total Income	£73,146.80
TOTAL	£73,146.80
Expenditures	
Advertising/Promotional	135.00
Book keeping	16.80
Cleaning	148.76
Computer Costs	328.15
Equipment and materials	934.19
Excursions and parties	694.03
Fixtures and Fittings Cost	627.62
HMRC	10,954.02
Independent Examiner Fee	70.00
Insurances	795.00
Office/General Administrative Expenses	2,043.32
Payroll and Pension scheme admin costs	7,086.70
Pensions	4,454.32
Rent	4,500.00
Staff training	-213.28
Staff Wages	74,224.16
Total Expenditures	£106,798.79
NET OPERATING INCOME	£ -33,651.99
NET INCOME/(EXPENDITURE)	£ -33,651.99

Independent Examiner's Report to the Trustees of Fernhurs Pre-School
for the Year Ended 31st August 2023

I have reported to Trustees on my examination of the accounts of Fernhurst Pre-School for the year ended 31 August 2023

Respective responsibilities of trustees and examiner

The 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 Charity Commission (under section 145 (5)(b) of the 2011 Act, and
- to state whether 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.

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - 1.1 to keep accounting records in accordance with section 130 of the 2011 Act; and
 - 1.2 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.

In conclusion, I have no concerns and have come across no other matters following the examination to which attention should be drawn to for the year ended 31st August 2023.



Daniel Akerman CIMA Cert BA

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