

Shurdington Pre-School



AGM REPORT 14TH APRIL 2026

AGM Agenda

- 5.30 pm - Welcome & Introductions – Kelly Clifford
- 5.35 pm - Summary from Caterpillars – Flo Speller
- 5.40 pm - Summary from Butterflies - Penny Baker
- 5.45 pm - Overview of AGM Report – Sarah Wallace
- 5.50 pm - Elections
- 6.00 pm - Any Other Business
- 6.05 pm - AGM Meeting Commences

Legal and Administrative Information

Committee Members : Chair & Safeguarding Champion – Sarah Wallace
Treasurer – Currently Recruiting
Secretary – Ellie-Mae Lillis & Rachael Jeens
Committee Member – Flo Speller
Committee Member – Tammy Newman
Committee Member – Rebecca Hoadley

Staff: Manager & DSL – Kelly Clifford
Deputy Manager & Deputy DSL – Flo Speller
Administrator - Nicola Jasper
Butterfly Room Lead & SENDCO – Penny Baker
Early Years Educator – Jemma Hole
Early Years Educator – Jessica Trinder
Relief Early Years Educator – Lynn Bilas

Charity Number 1053167
Principal Address Millennium Hall, Bishop Road, Shurdington, Cheltenham, GL51 4TB

Bankers NatWest Bank, 21 The Promenade, Cheltenham

Annual Report

Objectives and activities for the public benefit

The Pre-School's objectives are:

- To provide high quality, affordable learning and development opportunities to children of Pre-school age living within the local community and the surrounding area.
- To offer support, advice and guidance to Parents and Carer's with children of Pre-School age and create an enabling environment in which they can share in their child's development.
- To fulfil our Mission Statement:

Shurdington Pre-School aims to offer each child an enriched learning experience through play. We will do this by providing them with a nurturing, holistic and fun environment.

Each child and their family will be supported as we encourage all of our children, irrespective of need, to reach their full potential.

Main Objectives for 2024-2025

Shurdington Pre-School had the following objectives:

1. Subscriptions

We have managed to make more use of our subscriptions such as Tapestry and Flick plus our me learning accounts to improve cpd and cut the price of compulsory training.

2. Advertising

We have purchased a new banner which is displayed outside the setting to improve our visibility to passers by and new flyers have also been bought which will be distributed throughout the year.

3. Policies & Procedures

We have renewed half of our policies so far, with more currently in progress with the aim for all to be completed by the end of December. We will then keep a regular cycle of checking them every 2 years for any amendments that may be required.

Pre-School Provision and Staffing

1. We currently have 16 Butterfly children and 15 Caterpillar children. We are still having regular enquiries and parents booking in show arounds. We are at 75% capacity at the moment however we are expecting lower numbers in September.
2. We currently have 67 sessions in Butterflies and only 6 sessions in Caterpillars available.
3. This academic year we have not needed to take on any new staff, as we adapted our business model to maximize our staff ratios.
4. We have not had any staff changes however we are pleased to announce that Flo has achieved her Level 5 and Jemma & Jess have also completed their Level 3 this academic year so they all have new skills and knowledge to share with us.

Financial Review

- 1 2024-25 was not a profitable year for Shurdington Pre-School. We had hoped to breakeven but due to a late funding payment this did not happen. Pre-School do need to make it a priority to be able to maintain reserves to ensure we have cashflow available to run effectively.

Regarding contingency the statutory redundancy payments have been set aside and kept updated if ever the situation arises that our charity cannot continue, however we are hoping this won't ever be the case.

- 2 Funding was 20k less for this year and fees only increased slightly by 1.5k making a big difference as we had fewer children so less sessions were full.
- 3 Expenses were controlled tightly due to regular forecasting and budgeting throughout the year as you can see we still managed to spend less than the previous year.
- 4 As a charity we need to make a small profit each year to build up funds to replace resources, maintain staff levels, carry out compulsory training and offer different activities for the children to enjoy.
- 5 As per our objectives below we are trying to investigate ways to increase our income as fundraising also seems to have dropped quite considerably. This can also be due to the cost of living affecting people's ability to attend events or purchase tickets etc which we are mindful of.

Annual Accounts

Shurdington Pre-School, Year Ending 31 July 2025

	Aug-23 to Jul-24	Aug-24 to Jul-25	% Change
INCOME			
Funded Child Fees	£108,462	£88,261	-19%
Private Child Fees	£10,222	£11,756	+15%
Fundraising	£1,959	£335	-83%
Donations	£225	£18	-92%
Deprivation, One-Off, DAF & Apprenticeship	£5,494	£2,693	-51%
Other	£860	£870	+1%
Total Income	£127,222	£103,933	-18%
EXPENDITURE			
Wages	£105,314	£104,958	+0%
Training	£450	£149	-67%
Premises	£3,334	£3,195	-4%
Subscriptions	£772	£819	+6%
Insurance	£997	£560	-44%
Administration	£0	£98	+100%
Refreshments	£33	£80	+142%
Consumables	£3,224	£2,934	-9%
Fundraising Costs	£190	£50	-74%
Website, Committee DBS, Emergency Phone Purchase, Charity Contributions, Bank Charges, Advertising & Family Picnic Hire	£99	£394	+298%
Other	£693	£669	-3%
Total Expenses	£115,106	£113,906	-1%
Surplus/Deficit	£12,116	-£9,973	-183%

Plans for the Future

Shurdington Pre-School has the following objectives in 2025-26:

- 1) **Finances** – We will be conducting a complete review of our accounts to see what changes are possible to try to build up reserves. This will help to keep us continuing for the benefit of the community, however with all costs increasing this has been quite challenging.
- 2) **Child Numbers** – Pre-School will look at other ways to attract parents on top of the ways we currently use. Even though the government has increased funding offers, many are unaware of the 15 or 30 hour options as there is not enough publicity. This would bring more children to the setting as currently 93% of our hours are funded.
- 3) **Support** – Donations and grants are something we are currently looking into and we are hoping to gain further knowledge in this area that could help us as a charity.



Independent examiner's report on the accounts

Report to the trustees

Shurdington Pre-School

**On accounts for the year
ended**

31/07/2025

**Charity no
(if any)**

1053167

Set out on pages

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

**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**

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) 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.

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

Signed: N.Stone

Date: 03/10/2025

Name: Nick Stone

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

ACCA

Address: Millennium Hall, Bishop Road, Shurdington, Cheltenham, GL51 4TB

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.**

Charity
name:

SHURDINGTON PRE-SCHOOL

Charity
number:

1053167

Receipts and payments accounts for the period

Period start date.....01/08/24.....

Period end

date.....31/07/25.....

RECEIPTS AND PAYMENTS

RECEIPTS	Previous year		Current year	
	£	p	£	p
Nursery Education Funding (Free for 3&4)	71,193.99		56,337.59	
Nursery Education Funding (New for 2)	37,267.67		31,923.49	
Children's fees	10,222.03		11,755.82	
Milk refund	-			
Grants (specify)	-			
Grant	-			
Grant	-			
Fundraising	1,959.21		335.40	
Donations	225.00		18.00	
Interest	-			
Other receipts	6,353.65		3,562.14	
Sub total	127,221.55		103,932.44	
Income from the sale of equipment	-		-	
TOTAL RECEIPTS	£127,221.55		£103,932.44	
(A)				
PAYMENTS	Previous year		Current year	
	£	p	£	p
Employment costs (gross pay + employer's NIC)	105,314.10		104,958.21	
Training costs	450.40		149.00	
Premises (rent, heat etc)	3,334.24		3,195.00	
Subscriptions	772.24		818.86	
Insurance	996.72		559.79	
Administration			97.60	
Refreshments	32.45		80.01	
Consumables (paint, paper etc)	3,224.43		2,933.71	
Fundraising costs	190.39		50.13	
Other	790.36		1,063.34	
Sub total	115,105.33		113,905.65	
Purchases of of equipment and other assets	-			
TOTAL PAYMENTS	£115,105.33		£113,905.65	
(B)				
NET OF RECEIPTS AND PAYMENTS	£12,116.22		-£9,973.21	
(A-B=C)				
Cash funds* incl. deposit a/c last year end	39,806.56		51,922.78	
(D)				
Cash funds* incl. deposit a/c this year end	£51,922.78		£41,949.57	
(C+D)				

STATEMENT OF ASSETS AND LIABILITIES

***Note: cash funds include reserve/contingency/deposit accounts.**

		Current value	
		£	p
Cash funds (agree with the balance of the receipts and payments a/c)	(E)	41,949.57	
Debtors (money owed to the charity on the period end date)	(F)	0.00	
Value of buildings and equipment (current or depreciated value)	(G)	0.00	
Liabilities (loans and any other money owed on the period end date)	(H)	0.00	
Net assets	(E-F+G-H)	£41,949.57	

Signed on behalf of the trustees (committee):

Signed F.B.S. Name FLO SPEULER Role TRUSTEE
 Date 1/5/26