



Trustees' Annual Report for the period

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

Section A Reference and administration details

Charity name Highampton Area Pre-School Group

Other names charity is known by

Registered charity number (if any) 1054665

Charity's principal address Highampton Village Hall Church Road Highampton

Beaworthy Devon

Postcode EX21 5LE

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	A Letheren	Chair		
2	D Dimmock-Wright	Vice-Chair		
3	K Drew	Secretary		
4	H Canham	Treasurer		
5	A Manners	Committee		
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20				

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)	EYA constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected at AGM

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • 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. 	<p>Highampton pre-school is registered with OFSTED (106127) and is a member of the EYA</p> <p>The pre-school has a childcare protection policy in place which includes carrying out DBS checks for new and existing staff and committee members</p> <p>All trustees give their time voluntarily and receive no remuneration or benefits</p>
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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 under statutory school age by encouraging parents to understand and provide for the needs of their children by offering appropriate play, education and care facilities and adhering to the aims and objectives of the Early Years Alliance

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)

Highampton Pre-School is a small, friendly parent-managed pre-school providing a varied, interesting and informative Early Learning Years education and childcare for children between the age of two to five years from Highampton and the surrounding villages.

The Pre-School employs 4 part-time staff during the school year to provide day care for three days a week (8.45am to 15.15pm)

We welcome all children within the age range regardless of personal circumstance, gender, faith, cultural background and lingual ability.

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.

A significant contribution is made by the committee members (Trustees) who provide a management and fund raising service to the Pre-School.

Summary of the main achievements of the charity during the year

We started the Autumn term 2022 with lots of children.

Toddler group flourishing

The website is looking fantastic

The children and staff enjoyed a bring and share lunch, party games, Father Christmas and presents.

The children were able to enjoy an outing to Paignton Zoo at the end of term.

Section E Financial review

Brief statement of the charity's policy on reserves

The pre-school maintains a minimum reserve of three months operating costs

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.

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)

A Letheren

Full name(s)

Angela Letheren

Position (eg Secretary, Chair, etc)

Chair

Date

20/09/2023

**HIGHAMPTON AREA PRE-SCHOOL GROUP
RECEIPTS & PAYMENTS MAIN ACCOUNT
YEAR ENDING 31ST AUGUST 2023**

	Current	Previous			Current	Previous
RECEIPTS	Year £	Year £		PAYMENTS	Year £	Year £
FEES	13360.80 ✓	13342.54		RENT & HEATING	2,664.00 ✓	2383.00
Toddlers £679						
Early Years Grant	39880.75 ✓	25483.44		WAGES	39,369.62 ✓	35147.31
Donation		500.00		EQUIPMENT* + 50.00 = 541.01 ✓	491.01 ✓	5834.50
Fund raising	819.17 ✓	802.39		MISCELLANEOUS:	831.37 ✓	2108.76
Lottery £547.60				Ofsted £50 ✓		
Amazon £81.57				Lottery Licence £20 ✓		
Photos £190				Xmas £90 ✓		
				Wovina £179.94 ✓		
				Initial £167.42 ✓		
				R Burrow £192 ✓		
				ICO £80 ✓		
				DBS £46.89 ✓		
				Cool Milk £5.12 ✓		
MISCELLANEOUS:	3056.70 ✓					
Diploma @ £2,750				PAYE	1,802.68 ✓	2120.62
Zoo £306.70				TRAINING 1st Aid	264.00 ✓	6553.61
				CONSUMABLES	492.74 ✓	278.54
				INSURANCE	938.29 ✓	766.38
				ADMIN	343.32 ✓	262.05
				CURRICULUM CONS	196.75 ✓	225.00
				PHONE* - 50.00 = 344.92 ✓	424.92 ✓	
TOTAL RECEIPTS	57,117.42 ✓	40,128.37		TOTAL PAYMENTS	47,818.70 ✓	55,780.27

Net surplus/deficit for the year £9,298.72 ✓

+ or - surplus/deficit total brought forward from previous accounts period £30,093.17 ✓

SURPLUS/DEFICIT CARRIED FORWARD £39,391.89 ✓

Un-cleared payments for the period ending 31/08/22 £0.00

BANK STATEMENT AS AT 31st AUGUST 2023 £39,391.89 ✓

* The cost of a phone should go to equipment rather than phone costs.

I confirm that these accounts show a true and fair view of the Pre-School's accounts for the year ending 31 Aug'23.

Oliver 27/11/24.

Mrs Jane Rice MAAT.



Section A

Independent Examiner's Report

Report to the trustees/
members of

Highampton Area Pre-School Group

On accounts for the year
ended

31st August 2023

Charity no
(if any)

1054665

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2023.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which 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:

J Rice

Date:

7/5/24

Name:

MRS JANE RICE

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

MAAT

Address:

12 MARTINS CLOSE

HATHERLEIGH

DEVON EX20 3GB