



# Trustees' Annual Report for the period

Period start date		Period end date		
From	Day 06	Month April	Year 2023	To
	Day 05	Month April	Year 2024	

## Section A Reference and administration details

Charity name

Cygnets Pre-School Nursery

Other names charity is known by

Registered charity number (if any)

1055599

Charity's principal address

Swanscombe & Greenhithe Town Council

Community Hall, The Grove

Swanscombe, Kent

Postcode

DA10 0GA

### 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	Vikki Fairman	Chairperson		Cygnets preschool nursery Committee
2	Sarah Chedzoy	Secretary		Cygnets preschool nursery Committee
3	Taylor Message	Treasurer		Cygnets preschool nursery Committee
4	Leila Gullu	Trustee		Cygnets preschool nursery Committee
5	Charley Ludlow	Trustee		Cygnets preschool nursery Committee
6	Christina Neagu	Trustee		Cygnets preschool nursery Committee
7	Cherrie Penney	Trustee		Cygnets preschool nursery Committee

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

## Name of chief executive or names of senior staff members (Optional information)

Vikki Fairman – Nominated person - Ofsted

# Section B Structure, governance and management

## Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Preschool learning alliance constitution (2011)
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Appointed by members of the Committee and stakeholders of the Pre-school (Parents/Carers)

## 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.

### Operational

- Thank you to our continuing and new trustees, whom without the preschool would not be able to operate; it is and continues to be a challenge recruiting members from the preschools community who are either willing or able to support the charity in this way.
- Staff changes- one of our full time level two practitioners left at the end of the current academic year and has been replaced by two part time level 3 practitioners, we have also appointed a new deputy manager who replaces the previous holder of the post who has now stepped back into being a level 3 practitioner.

### Financial

- Continuing challenges to the settings financial viability,
- Early years funding from the government continues to be inadequate and does not cover the true costs of offering free early education, despite campaigning by groups such as the early learning alliance, we can only hope that the newly appointed government will address the problem.
- It is evident that families entitled to claim free early education for two year old (FF2) are not coming forward to take up places at the setting or in the locality; this is one of the reasons why numbers of two year old children in the setting at the start of the academic year (September) continue to be low.
- The terms and conditions of free early education for three and four year olds states that 15 hours of free universal funding must be

available for children at the start of the term after their third birthday, this means that unfunded/unpaid sessions for younger children attending less than fifteen hours per week cannot be offered to others until parents declare how many funded sessions they require for their child.

- The number of children attending lunch club has risen due to the number of children accessing 30 hours of free early education. .
- Snack bar - contributions are still extremely low with a large number of Parents being either unable/unwilling to contribute financially or by providing a snack for their child themselves, this could impact on fundraising for other resources/activities in the future.

## Section C

## Objectives and activities

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

The aims of the Pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by offering appropriate play, education and care facilities, family learning , together with the right of parents to take responsibility for and to become involved in the activities of the group, ensuring that the group offer opportunities for all children whatever their race, culture, religion, means or ability; encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas; (c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning 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)**

Cygnets preschool nursery welcomes children and families from both the local and surrounding community, Cygnets preschool nursery values diversity and inclusion and has an equal opportunities policy. Our objective is to provide opportunities for children to learn and develop the appropriate skills needed so that they are ready to make a successful transition to primary school at age four. we recognise the importance of working in partnership with parents and carers to support their child's learning and development, we also work with outside agencies including children's social work services, early help, specialist teachers, paediatricians and speech and language therapists to support parents and carers and children's unique needs. We confirm the trustees have had regard to the Charity Commission's guidance 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**

- The staff and committee rose to the many challenges that the year posed, so that the setting continues to offer high levels of early years care and education to the children of our community.
- We will be offering 15 hours of free early education to the children of parents eligible for the new working families entitlement for two year olds,
- We will also make limited morning sessions available to children aged two of working parents to meet the parents working hours needs.
- The setting was proud to see the successful transition of most of our morning group and some of our afternoon group to primary school in July and to welcome a group of new children to the setting in September and throughout the year.
- Our morning group of three and four year olds enjoyed an outing to explore the Bluewater nature trail, the children enjoyed the ride on the double decker coach, the short journey meant we had more time to explore and also enjoy the play area and refreshing drinks and lollies before returning to the setting.
- Raffles, and photographic sessions were held during the year the funds from which were used to purchase resources for Christmas and other special occasions including presents for our children who transitioned to primary school at the end of July.unfortunatly the sums raised were much less than previous years.
- Our usual Father Christmas was unable to visit this year, we greatly thank the gentleman who stepped into his shoes to help ensure the children had a wonderful time at the Christmas parties.
- A big thank you to the Mayor of Swanscombe & Greenhithe for allocating £200.00 from his fund to us.
- Our peddle & push was once again our most successful fundraising activity raising £290.25,( again this was much less than in previous years), the children competed to see who could do the most laps and were proud when they each were awarded their certificate

## Section E Financial review

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

Only such reserves as required to meet the charity's aims & objectives, fulfil any financial or legal responsibilities are held.

**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.

## 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**

CYGNETS PRE-SCHOOL NURSERY

ANNUAL FINANCE REPORT

-  
2023/2024  
06 04 2023 - 05 04 2024

		2023/2024	2022/2023
<b>GENERAL FUND</b>			
INCOME		121649.82	111578.04
		<u>121649.82</u>	<u>111578.04</u>
EXPENDITURE		<u>111349.94</u>	<u>114310.36</u>
RECEIPTS/PAYMENTS		<u>10299.88</u>	<u>-2732.32</u>
<b>FUND RAISING</b>			
INCOME		713.62	1435.77
EXPENDITURE		<u>494.72</u>	<u>2536.77</u>
PAYMENTS/RECEIPTS		<u>218.90</u>	<u>-1101.00</u>
OPENING BALANCE: GENERAL FUND		16410.61	19142.93
OPENING BALANCE: FUND RAISING		<u>924.76</u>	<u>2025.76</u>
		<u>17335.37</u>	<u>21168.69</u>
GENERAL FUND CREDIT		10299.88	DEFICIT -2732.32
CREDIT/DEFICIT ON FUNDRAISING FUND CREDIT		<u>218.90</u>	<u>DEFICIT -1101.00</u>
CLOSING BALANCE ALL FUNDS		<u>27854.15</u>	<u>17335.37</u>
CASH HELD			
CASH GENERAL		100.00	100.00
CASH FUNDRAISING		<u>146.28</u>	<u>50.00</u>
		<u>246.28</u>	<u>150.00</u>
GENERAL FUND			
BANK COMMUNITY ACCOUNT		25503.28	15216.57
BANK BUSINESS SAVER ACCOUNT		<u>1107.21</u>	<u>1094.04</u>
TOTAL		<u>26610.49</u>	<u>16310.61</u>
FUNDRAISING			
BANK COMMUNITY ACCOUNT		383.91	241.66
BANK BUSINESS SAVER ACCOUNT		<u>613.47</u>	<u>633.10</u>
		<u>997.38</u>	<u>874.76</u>
TOTAL FUNDS	2023/2024	<u>27854.15</u>	2022/2023 <u>17335.37</u>

# Independent Examiner's Report to the Committee of Cygnets Pre-school Nursery

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 5 April 2024 which are set out on pages 3 to 6.

## Responsibilities and Basis of Report

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity'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 2011 Act.

## Independent Examiner's Statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

Signed: 

Dated: 22/01/2025

Stephen M Fryer  
Hedley Dunk Limited

FCA