



Trustees' Annual Report for the period

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

Section A Reference and administration details

Charity name	Chalk Village Pre-School
Other names charity is known by	
Registered charity number (if any)	1062607
Charity's principal address	Chalk Village Hall
	Chalk Road
	Chalk
	Postcode DA12 2ND

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	L Warner	Designated person/Member		
2	D Wood	Designated person/Member		
3	L Robbins	Treasurer		
4	S Wilson	Member		
5	V Clarke	Chair		
6	L Buckland	Secretary		
7	H Lovell	Vice Secretary		
8	Amy Reynolds	Trustee		
9	Amy Loines	Trustee		
10				
11				
12				
13				
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15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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### 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)	Pre-School Learning Alliance 2011 Model Constitution
How the charity is constituted (eg. trust, association, company)	As above
Trustee selection methods (eg. appointed by, elected by)	Appointed at AGM

### 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

The aim is to enhance the development and education of children under the statutory school age

**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)**

The Pre-School provides learning experiences through structured play opportunities for up to 39 children aged between 2-5. The sessions run over a maximum of 15 hours per week.

Children are drawn from the local area with parents being involved alongwith the wider community including the local church.

**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**

We have maintained our close family friendly approach and the pre-school continues to be a happy and safe one. All members, community and families are personally known and cared for by the staff.

A visit was made in May 2018 from Ofsted and were awarded GOOD.

All pre-school staff are DBS checked along with any committee members. All have safeguarding and PREVENT training in place. 2 senior members of staff are appointed for the management responsibilities. There are a total of 10 paid staff. 2 new staff members have been employed, following the retirement of a long-standing member of staff.

Fundraising has again remained difficult with expenditure seeing increases far outweighing the increases from the DfE funding for the hourly rate. Compounded with increases and proposed increases to the NLW & NMW sees additional strain being placed on the budget for the Pre-school and is being closely monitored by stakeholders.

The Pre-School is continually seeing a reduction in applications. This is, in part, due to not much movement in the housing market with no new residents moving into the community with younger children. Other establishments have opened in proximity to the Pre-school, and these are offering parents the option of extended hours which the Pre-school cannot offer due to constraints on the rental agreement with the PCC.

## Section E Financial review

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

The charity has yet to implement a reserves policy, but is in the process of doing so. Current reserves remain over £15000 to go some way to ensure the Pre-School could meet its statutory obligations should the need arise. Trustees are advised of this rationale at every AGM.

### 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.

Funding was received via the Collaboration which was gratefully received and enabled the Pre-school to purchase much needed new equipment. SENIF funding enabled additional support. Parents contributions to the snack fund are enabling the preschool to purchase high quality snacks for the children.

## 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)

Leigh Robbins

Position (eg Secretary, Chair, etc)

Treasurer

Date

04.04.2024

## Profit and Loss Report for Chalk Village Pre School

Account	1 Sep 2022 to 31 Aug 2023		1 Sep 2021 to 31 Aug 2022	
	Expense	Income	Expense	Income
SALES				
KCC Funded Fees		62,242.47		45,039.42
Non Funded Fees		18,786.00		14,977.85
KCC EYPP		1,111.80		244.86
KCC SEN Support		300.00		300.00
KCC Grant Payment		62.00		1,660.94
<b>Sales (total)</b>		<b>82,502.27</b>		<b>62,223.07</b>
INVESTMENTS				
Bank Interest		10.63		1.54
OTHER INCOME				
Donations - Collaboration		700.00		450.00
Fund Raising		287.35		0.00
Other Income		128.88		143.02
Donations - Other		100.00		0.00
Donations - Cake Sales		87.11		100.00
Donations - Comp Serv		0.00		300.00
<b>Other Income (total)</b>		<b>1,303.34</b>		<b>993.02</b>
<b>Total Revenue (Turnover)</b>		<b>83,816.24</b>		<b>63,217.63</b>
DIRECT EXPENSES				
Wages and PAYE	65,924.68		63,230.99	
Snack Fund Costs	1,059.38		852.03	
Uniform	561.80		1,149.85	
Fund Raising Costs	393.15		0.00	
Toys and Equipment Collab	268.81		0.00	
Toys and Equipment	185.32		906.11	
Special Events	180.00		70.00	
Garden Equipment	160.92		108.68	
Arts and Crafts	147.17		141.91	
Toys and Equipment EYPP	19.99		0.00	

Toys and Equipment Grant Money	0.00	201.50
Toys and Equipment Senif	0.00	13.98
Wages and HMRC Senif	0.00	230.00
<b>Direct Expenses (total)</b>	<b>68,901.22</b>	<b>66,905.05</b>
<b>Gross Profit / (Loss)</b>	<b>14,915.02</b>	<b>(3,687.42)</b>
<b>INDIRECT EXPENSES</b>		
Rent and Rates	6,504.00	6,264.00
Accountancy and Bookkeeping	625.00	600.00
Training Courses & Materials	480.05	210.00
Insurance	446.83	434.20
Postage and Stationery	260.63	257.77
General Expenses	190.67	443.50
Premises Costs	183.99	230.65
Legal and Professional	170.00	180.00
Telephone	86.27	76.39
Photo's, Film and Development	78.74	57.16
<b>Indirect Expenses (total)</b>	<b>9,026.18</b>	<b>8,753.67</b>
<b>Total Expenses</b>	<b>77,927.40</b>	<b>75,658.72</b>
<b>Net Income</b>	<b>5,888.84</b>	<b>(12,441.09)</b>

Prepared on 4 Mar 2024 at 13:20:39



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Chalk Village Pre-School

**On accounts for the year  
ended**

31 August 2023

**Charity no  
(if any)**

1062607

**Set out on pages**

As attached on P & L

(remember to include the page numbers of additional sheets)

**Responsibilities and  
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31.08.2022**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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**

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

- the accounting records were not kept in accordance with section 130 of the 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.

**Signed:** PD Gevaux

**Date:** 04.04.2024

**Name:** Pauline Gevaux

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

PDG Payroll

**Address:**

PDG Payroll & Bookkeeping Services  
Villa Euthalia  
Halicouna  
Corfu, Greece, 49084



Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

NONE