

PETER PAN PRE-SCHOOL PIRBRIGHT

England & Wales · Charity number 1062788

Details

Other names	HULLAVINGTON PLAYGROUP & CRECHE, PIRBRIGHT STATION PRE-SCHOOL FACILITIES, PETER-PAN-PLAYGROUP
Status	Registered
Legal form	Other
Registered	1997-06-10
Register	View on the Charity Commission register

Contact

Address	Peter Pan Playgroup Alexander Barracks Brookwood Woking GU24 0QQ
Phone	01483798264
Email	peterpanpg@btconnect.com
Website	https://www.peterpanpreschool.org

Activities

Objects: 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

Activities: We are a Pre-school for children aged between 2 and 5 years. We are currently registered for 77 children. We are based on an army camp and provide a service to army recruits and their families. We provide activities and resources appropriate to the age and stage of development for the children attending our playgroup. We are registered with OFSTED and follow the curriculum guidance.

Classification

- **How:** Provides Services
- **What:** Education/training, Disability
- **Who:** Children/young People

Geography

- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£114,292	£109,795	-	-
2024-03-31	£87,480	£105,574	-	-
2023-03-31	£136,027	£149,774	-	-
2022-03-31	£128,469	£135,140	-	-
2021-03-31	£104,750	£114,321	-	-

Trustees

Name	Role	Appointed
CAROL MILLER	Chair	2011-09-02
Karen Brennan		2023-11-09
Lena Breunig		2023-11-09

PETER PAN PRE-SCHOOL PIRBRIGHT

England & Wales - Charity number 1062788

Accounts



Trustees' Annual Report for the period

From 01 April 24 Period start date To 31 Mar 25 Period end date

Charity name: Peter Pan Pre School

Charity registration number: 1062788

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To manage the affairs and interests of, and act on behalf of, Peter Pan Pre School, thus enabling the Pre School to provide high quality care and education for children below statutory school age from Armed Forces families living in the local area.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<ul style="list-style-type: none">• To open bank accounts.• To raise money to pay for the Pre School's activities.• To make such payments as necessary.• To fix and collect the fees payable in respect of children attending the Pre School.• To provide accommodation and equipment required by the Pre School.• To employ such suitable paid and unpaid staff, and volunteers, agents and advisors as maybe required from time to time.• To offer volunteering opportunities.• To sell, lease or otherwise dispose of all or any part of the Pre School's property subject to complying with the provisions of the Charities Act 1993 Sections 36 and 37.• To provide indemnity insurance to cover the liability of the Committee members.• To insure the property and assets of the Pre School against any foreseeable risk and to take out other insurance policies to protect the Pre School as required.• To work with similar Groups and support agencies and exchange information and advice with them as appropriate.

		<ul style="list-style-type: none"> We forge links with other Charities and support them if appropriate.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have had regard to the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The Pre School has in the past offered bursaries and free places to families experiencing financial or social difficulties in order to give children the opportunity to enter a structured Early Years Environment however we have not been able to offer this during this financial year due to having very low numbers of children on role and in addition as we are not in the financial position to do so.
Policy on social investment including program related investment	Para 1.38	Not applicable due to our current financial position
Contribution made by volunteers	Para 1.38	<p>The committee is made up entirely of volunteers. This year we have been successful in recruiting a new Deputy Chair and committee member however we have continued to find it impossible to recruit committee members from the military community and parents.</p> <p>Any voluntary links that we had with the civilian community have been lost as an impact of Covid but we continue to explore options of attracting new volunteers such as working with civilian staff at the Army Training Centre who are able to use volunteer days and working with other local organisations.</p> <p>We can offer a variety of volunteering opportunities for people who want to come in on a more ad hoc basis to do specific tasks or read to the children or just gain experience in the workplace before pursuing a career in Early Years. We do occasionally have parents who come into read to the children and assist with specific theme days.</p>
Other		

Achievements and Performance

	SORP reference	
<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<ol style="list-style-type: none"> 1. The Government funded extended free 30 hours for working parents continued in this F/Y capped and remains capped at 16 places although we cannot offer this number of places due to insufficient staff. We offer 15 hours free funded places for 2 years olds in line with government policy but again this is capped at 4 per day due to lack of staff to meet set ratios. This is continually reviewed and enables spouses to seek employment. 2. The Pre School continues to work collaboratively with our three local primary schools, Head Teachers, Home School Link Workers, Family Support Workers and Surrey Early Years, Home Start and other partner agencies to improve the outcomes for our children and families. 3. We celebrated with national events i.e. St Georges Day, St David's Day, St Patricks, Diwali, Ramadan, Eid etc which represents the diverse population and ethnicity of our children. 4. We commemorate Remembrance Day with activities. 5. Staff and Children enjoy taking part in Children in Need raising money for Charity and doing various activities... 6. We held a graduation Ceremony for Children Transitioning to Year R in Primary School parents and carers are invited to this. 7. We held a Sports Day which is attended by parents and carers and is supported by staff from the Gymnasium Army Training Centre. 8. We run a Closed Facebook page to communicate with our families and showcase our activities and achievements. 9. We have an Open Facebook page in order to try to attract new families that are posted into Pirbright.

		<p>10. We celebrate World Book Day where children are invited to come in dressed as their favourite book characters.</p> <p>11. We celebrate World Rhyme Week</p> <p>12. We communicate regularly with parents by email and hard copy with newsletters and information for Parents and Carers.</p> <p>13. We update parents regularly on any changes to our Policies and Procedures and news to keep families up to date and compliant with Policy.</p> <p>14. We continue to offer employment and training opportunities to service spouses and people from the local community.</p> <p>15. We focus on CPD for all members of staff to include additional training such as Makaton, Forest School and Paediatric First Aid. This was done virtually and face to face during this reporting year.</p> <p>16. We have ceased our sponsorship at Mane Chance due to our financial situation.</p> <p>17. At Harvest Festival we organised a collection for the Trussell Trust Food Bank Woking Branch.</p> <p>18. We celebrate Mother's Day and Father's Day and encourage parents to attend the Pre School on these special days to take part in activities with their children.</p> <p>19. We offer 'stay and play' opportunities to encourage parents' interaction with their children.</p> <p>20. Parents are invited to participate in reading sessions this also assists in expansion of cultural awareness for staff and children, we have a high percentage of Nepalese Children on role.</p> <p>21. We hold coffee mornings as a small funding opportunity but to also enhance our relationships with parents and carers and increase their knowledge of the Early Years environment.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Whilst the introduction of 15 and the 30 hours funded by the Government has been popular and supports those parents who wish to use it our main challenge continues
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		to be attracting new children to the setting and the continued challenge of recruiting suitably qualified staff to meet EYFS ratios. It remains a constant challenge and a fine balance between the number of staff and the number of children on role.
Performance of fundraising activities against objectives set	Para 1.41	The Pre School (SENCO) has been successful in gaining funding via SEN channels and through Surrey County Council to gain additional funding to specifically support our SEN cohort .
Investment performance against objectives	Para 1.41	The number of children on role is worrying low. This is due to a change in occupancy of the resident battalion in Elizabeth Barracks and the different structure of the Battalion which means that not as many families live there as in previous years. In addition, many families choose now to serve married unaccompanied which means that not so many families live in Soldiers Family Accommodation at Pirbright. This drop off in military families has had a significant impact on the number of children we have on role which in turn has impacted our income. We are in a very precarious financial position which has to be very carefully managed. We have cut expenditure to the minimum. We have had various meetings with the MOD and Surrey Early Years and have made the decision that we are no longer viable and will permanently close on the 18 July 2025 at the end of the summer term. Our finances will be managed scrupulously in order that we can remain open until this point and meet all our liabilities.
Other		

Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>Para 1.21</p>	<p>The Pre School is operating at a monthly loss relying on its capital and grants to remain open. We are in a worryingly precarious financial position and have a very low number of children on role which is due to the reduced occupancy of military families in Pirbright.</p> <p>There has been a small but Relatively insignificant increase in the hourly rate paid by Surrey County Council for funded places. This amount allocated by the government is woefully inadequate.</p> <p>Charges are reviewed regularly against other settings in the locality and also after seeking advice from the EY Team within Surrey County Council. Fees are realistically competitive with other local settings but we ensure we remain affordable for service families many of who are Junior Non Commissioned Officers .</p> <p>We have a very strict budgeting regime in place to maintain the stability and sustainability of Peter Pan Pre School. Our numbers have remained very low (Around 16 – 18), this is the lowest number of children on role for many years and this has affected our income. The Military have reviewed our encroachment licence, and we are no longer able to offer places to civilian children that live in the Army Quarters adjacent to the Pre School or locally, this too has affected our numbers on role.</p> <p>We have a series of meetings with the MOD and Surrey Early Years and collectively have made the decision that we are no longer viable and will permanently close on the 18 July 2025 at the end of the summer term. Our finances will be managed scrupulously in order that we can remain open until this point and meet all our liabilities.</p>
<p>Statement explaining the policy for holding reserves stating why they are held</p>	<p>Para 1.22</p>	<p>Very limited financial reserves are held primarily to cover redundancy payment for one eligible staff member when we close permanently. We are now in a position where we have very limited funds to cover future emergency expenditure.</p> <p>The MOD have been planning to build a new preschool for several years. The timeline has been very fluid, and timelines have slipped considerably since the plan was first muted. It was due to be built in 22/23 with an opening in 2024. The</p>

		<p>estimated timeline for completion of this project has been cited now as 2028.</p> <p>We do not intend to spend any money on infrastructure projects.</p> <p>With careful management we should be able to remain open until the 18 Jul 2025 in order not to disrupt the EY education of children starting school in Sep 25.</p>
Amount of reserves held	Para 1.22	£35,091
Reasons for holding zero reserves	Para 1.22	NOT APPLICABLE
Details of fund materially in deficit	Para 1.24	NOT APPLICABLE
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	See para 1.46 below. Along with the MOD and Surrey Early Years Team we have made the decision to close the Pre School on the 18 Jul 2025 and dissolve the charity. We have explored all other options, but this is the only viable option to avoid being in debt and or facing bankruptcy.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>Income is derived from fees paid for the provision of childcare from Surrey County Council. This is woefully inadequate in the current climate of ever-increasing cost of living and Living Wage Increases.</p> <p>These charges are reviewed regularly to ensure they are current and in keeping with other settings locally.</p> <p>We applied for and were successful in gaining a grant for 35k from Surrey County Councils Army Covenant Fund. This Grant was specifically only to be spent on Recruitment Training and Staff wages. With it we were able to Recruit and pay for two members of staff and pay for the training costs for them and our Apprentice. This Grant was paid in 4 Tranches split over the year and was only paid when we supplied the supporting documentation to evidence the expenditure. This grant was a life saver literally and will allow us to remain open until the end of the summer term and pay our staff accordingly. Had we not received this grant we would have closed in this FY.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<p>The additional 30 hours and 15 hours funding did benefit the Pre School and did assist in maintaining financial stability. We have insufficient funds for a contingency fund as we are in a precarious financial position due to dwindling number of children on role so are unable to set aside funds for contingency except for maintaining an amount to cover staff redundancy payment when we close on 18 Jul 2025. The Pre School will continue to offer the NEST pension scheme to all employees and encourages staff to take up this option</p>
	Para 1.46	<p>The Army Training Centre Pirbright (Soldier Academy) is predicted to increase in size over the</p>

<p>A description of the principal risks facing the charity</p>	<p>next few years which may see an increase in the number of families on base and therefore a increase in the number of children accordingly and some detailed planning and research has taken place around this. Initially it was envisaged that the future of the Peter Pan Pre School seemed secure as more families, would potentially mean more children. However, significant risk factors have come to the fore in this reporting year meaning the future of the Pre School and Charity is now not viable.</p> <p>The risks are imminent and high and are as follows:</p> <p>Staffing. It is becoming increasing difficult to recruit and retain staff. Working in Childcare and Early Years is not seen as the attractive career option it once was and this is a nationally recognised trend.</p> <p>https://www.eyalliance.org.uk/news/2022/12/ofsted-report-highlights-impact-staffing-crisis. As a charity our wages are low in comparison to the Private Sector and with the cost of living as it is staff often cannot afford to remain and leave to find more lucratively paid employment out of the Childcare Sector. Having discussed this with our colleagues in Surrey Early Years this is a common theme across the industry. Also, the fact that we are 'behind the wire' on a barracks location can be off putting for potential civilian employees who have no experience of the military.</p> <p>We are not easily accessed by public transport. We have tried to engage with local colleges to attract Apprentices, but our location makes this an unattractive option compared to other settings in the locality.</p> <p>We do employ suitably qualified dependents of serving soldiers and officers however with this there is the risk of constant 'churn' as they are often only at Pirbright for a posting of maximum of 2 years duration.</p> <p>We have noticed a continued trend this year of poor mental health amongst many of our staff many of whom are young and service dependents. This in turn impacts our staffing levels and ratios as there has been a lot of staff absence this year due to sickness and poor MH. Whether this is as a result of the 'Lived Experience' of service families is hard to quantify.</p> <p>Volunteers for the Committee. We are a committee run Pre School and some of our committee members left this year as they were either posted with their serving partner or Spouse or they retired from work and no longer wished to fulfil a voluntary role. Again, the long-term impact of COVID has been a factor in this with people reassessing how they spend their time. It has been a real struggle to recruit the require minimum number of volunteers this is something that the</p>
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Chairperson has addressed with Ofsted and Surrey Early Years. We have been unsuccessful in recruiting any new volunteers to fulfil committee roles and therefore are no longer viable.

Children on role. Our numbers are at the lowest they have been for a number of years (around 16) in addition over one third of our children have been assessed as having addition SEN or requirements. Many children have delayed development again in line with current trends in other settings and nationally as a result of lack of socialization during COVID. This has increased the workload of the Manager and SENCO and requires an uplift in staffing on order to work one: one with specific children.

Infrastructure issues

The Pre School is predominantly accommodated in modular buildings all of which are in a very poor state of repair due to their age (over 30 years old) and a historical lack of proper investment by the MOD. Despite a major renovation project in 2019 where a grant of 250k did improve some facilities recent surveys have found subsidence in one of the buildings which has resulted in its closure. Fortunately, this has not impacted our ability to remain open as the numbers on role are so low that they can be safely accommodated in one building that still meets H & S requirements. Whilst a considerable amount of work has been carried out by the Quartermasters department to look at repair and maintenance options alongside exploring grant options to fund building work against a backdrop of low numbers it has been deemed that this is no longer necessary as we will be closing on the 18 Jul 25.

Building of a new facility

For a number of years there has been a proposal that a new Pre School/Childcare Setting would be built on the Defence Estate at Pirbright. When this plan was first mooted it was anticipated that this facility would be open in 2024. For a variety of reasons this date has continually slipped, and it is now projected to be opened by 2028. However various needs analysis by Surrey Early Years has identified that there may be enough childcare settings in the local vicinity to mean that this new facility may not be required. The location of this new setting 'outside of the wire' would have meant that the facility would have been accessible to a wider number of people both military and civilian meaning that the future of a Childcare setting at Pirbright would be secured. However as previously stated the dwindling number of children on role combined with the date of the new build continually

	<p>being put back presents a major risk to the settings continued viability.</p> <p>Rise in Living Wage and National Insurance Contributions</p> <p>The rise in the National Living wage and NI contributions mandated by the UK Government present a challenge for the setting. Against a backdrop of low numbers and a difficult recruiting environment we are constantly reviewing our income and expenditure. Whilst there has been a small increase in the funding, we receive from Surrey County Council, and we have reviewed our charges to ensure that they are competitive with other settings in the local area the inability to significantly increase our numbers on role places the future of the setting in jeopardy</p>
Other	<p>We have worked hard to remain financially viable to meet our liabilities and remain open until the 18 Jul in order that the 10 children that will be starting school will not be disadvantaged. It gives time for the parents of other children who need to continue in Pre School have time to find alternative settings It is anticipated that the Manager and our accounts will be paid in full (Manager will get redundancy) up until and incl the 14 Nov 25. Once all liabilities are paid any remaining funds will be split to Pre Schools that have charitable status.</p>

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected and appointed by members of Peter Pan Pre School

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>All Trustees complete a DBS check and annual disclosure form, an EY2 Ofsted suitability application and a Charity Commission declaration. They are issued with an induction pack detailing the Code of Conduct, Management Committee Constitution, Job Description for the Officers positions, minutes of the last meeting and AGM. It also provides links to the key childcare and safeguarding legislation and guidance documents. Peter Pan Pre School adopts the Policies and Procedures advised in the guide to Occupational Standard for Management Committee Members of Small Voluntary organisations and Groups and the Charity Trustees Handbook.</p> <p>Trustees have completed training run by Surrey Early Years Business Team for Pre Schools in the Charitable Sector and attend meetings with Surrey Early Years advisors as appropriate.</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The Pre School operates in a building owned and maintained by the Ministry of Defence under an Encroachment Licence. The Management Committee consists of serving and retired members of the Armed Forces, as well as parents of current and former children who attend the Pre School.</p> <p>All the Trustees are volunteers and do not receive any payments of expense for their time and commitment.</p> <p>All major financial decisions including staff salaries and wage increases, pensions and bursary applications are decided by the management Committee. The Manager adheres to a strict budget and all additional</p>

		<p>expenditure must be justified fully to the Committee before agreement is given.</p> <p>All grant applications are generally completed by the Chairperson or Treasurer.</p>
Relationship with any related parties	Para 1.51	<p>We have been well supported again this year by the Commanding Officer and Chain of Command at Pirbright and they have assisted us in conducting surveys and needs analysis but collectively they have supported the decision that the only course of action available to us now is to close the setting on the 18 Jul 2025 as the Charity is no longer viable and able to support itself.</p> <p>They have made us aware of any funding opportunities and have the Community Engagement and Development Officer (CEDO) has been instrumental in assisting us with making contacts for volunteer days and recruiting opportunities. We now feel that we have a very supportive and collaborative working relationship which will help us navigate the challenges and difficulties ahead of us.</p>
Other		<p>We have worked hard to remain financially viable to meet our liabilities and remain open until the 18 Jul in order that the 10 children that will be starting school will not be disadvantaged. It gives time for the parents of other children who need to continue in Pre School have time to find alternative settings</p> <p>It is anticipated that the Manager and our accounts will be paid in full (Manager will get redundancy) up until and incl the 14 Nov 25. Once all liabilities are paid any remaining funds will be split to Pre Schools that have charitable status.</p>

Reference and Administrative details

Charity name	Peter Pan Pre School
Other name the charity uses	
Registered charity number	10622788
Charity's principal address	Peter Pan Pre School Alexander Barracks Pirbright Brookwood Woking SURREY GU24 0QQ 01483 798264

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	Carol Miller MBE	Chairperson		
2	Lena Breunig	Secretary		
3	Karen Brennan	Committee Member		
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Surrey EY	Melissa Tome	Melissa.tome@surreycc.gov.uk
MOD	Sam Dyer	Samantha.Dyer107@mod.gov.uk
Independent examiner	Warner Wilde Limited	4 Marigold Drive, Bisley, GU24 9SF

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>Carol Miller</i>	
Full name(s)	Carol Miller MBE (Major Retired)	
Position (eg Secretary, Chair, etc)	Chairperson	
Date	9 Nov 2025	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

The Peter Pan Pre-School Pirbright

**On accounts for the year
ended**

31 March 2025

**Charity no
(if any)**

1062788

Set out on pages

1 and 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2025.

**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 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.

Signed:

Linda Dunford

Date:

17/12/2025

Name:

L J Dunford

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

FCCA CTA

Address:

4 Marigold Drive

Bisley

GU24 9SF



Receipts and payments accounts

CC16a

For the period from	01/04/2024	To	31/03/2025
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees	78,315	-	-	78,315	86,738
Bank interest	262	-	-	262	559
Other	2	-	-	2	183
Snacks	1,902	-	-	1,902	-
Grants	33,250	-	-	33,250	-
Refunds	14	-	-	14	-
Sodexo & Child care vouchers	547	-	-	547	-
Sub total (Gross income for AR)	114,292	-	-	114,292	87,480
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	114,292	-	-	114,292	87,480
A3 Payments					
Salaries	88,013	-	-	88,013	82,886
Pensions	4,013	-	-	4,013	3,924
Other expenditure	13	-	-	13	116
Snacks	910	-	-	910	1,414
Insurance	1,029	-	-	1,029	1,294
Courses	906	-	-	906	495
Garden equipment	7	-	-	7	1,639
Uniform	-	-	-	-	240
Office expenses	2,189	-	-	2,189	-
IT and phone	2,039	-	-	2,039	2,510
Bank and other charges	988	-	-	988	1,600
Travel	1,749	-	-	1,749	617
Fees refund	59	-	-	59	1,950
Accountancy fees	791	-	-	791	-
Staff loan	-	-	-	-	768
Donations to charities	55	-	-	55	-
Cleaning	-	-	-	-	60
Events & fundraising	177	-	-	177	-
Bookkeeping	6,000	-	-	6,000	61
Resources and activities	857	-	-	857	6,000
	-	-	-	-	-
Sub total	109,795	-	-	109,795	105,574
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	109,795	-	-	109,795	105,574
Net of receipts/(payments)	4,497	-	-	4,497	- 18,094
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	28,094	-	-	28,094	-
Cash funds this year end	32,591	-	-	32,591	- 18,094

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current	5,000	-	-
	Deposit	27,563	-	-
	Cash	28	-	-
	Total cash funds	32,591	-	-

(agree balances with receipts and payments account(s))



Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	C Miller MBE	

PETER PAN PRE-SCHOOL PIRBRIGHT

England & Wales - Charity number 1062788

Accounts



Trustees' Annual Report for the period

From 01 April 23 Period start date To 31 Mar 24 Period end date

Charity name: Peter Pan Pre School

Charity registration number: 1062788

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To manage the affairs and interests of, and act on behalf of, Peter Pan Pre School, thus enabling the Pre School to provide high quality care and education for children below statutory school age from Armed Forces families living in the local area.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<ul style="list-style-type: none">• To open bank accounts.• To raise money to pay for the Pre School's activities.• To make such payments as necessary.• To fix and collect the fees payable in respect of children attending the Pre School.• To provide accommodation and equipment required by the Pre School.• To employ such suitable paid and unpaid staff, and volunteers ,agents and advisors as maybe required from time to time.• To offer volunteering opportunities.• To sell, lease or otherwise dispose of all or any part of the Pre School's property subject to complying with the provisions of the Charities Act 1993 Sections 36 and 37.• To provide indemnity insurance to cover the liability of the Committee members.• To insure the property and assets of the Pre School against any foreseeable risk and to take out other insurance policies to protect the Pre School as required.• To work with similar Groups and support agencies and exchange information and advice with them as appropriate.

		<ul style="list-style-type: none"> We forge links with other Charities and support them if appropriate.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have had regard to the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The Pre School has in the past offered bursaries and free places to families experiencing financial or social difficulties in order to give children the opportunity to enter a structured Early Years Environment however we have not been able to offer this during this financial year due to having very low numbers of children on role and in addition as we are not in the financial position to do so.
Policy on social investment including program related investment	Para 1.38	Not applicable due to our current financial position
Contribution made by volunteers	Para 1.38	<p>The committee is made up entirely of volunteers. This year we have been successful in recruiting a new Deputy Chair and committee member however we have continued to find it difficult to recruit committee members from the military community and parents. They are still completing their necessary documentation. Any voluntary links that we had with the civilian community have been lost as an impact of covid, but we continue to explore options of attracting new volunteers such as working with civilian staff at the Army Training Centre who are able to use volunteer days and working with other local organisations.</p> <p>We can offer a variety of volunteering opportunities for people who want to come in on a more ad hoc basis to do specific tasks or read to the children, or just gain experience in the workplace before pursuing a career in Early Years. We do have parents who come into read to the children and assist with specific theme days.</p>
Other		

Achievements and Performance

	SORP reference	
<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<ol style="list-style-type: none"> 1. The Government funded extended free 30 hours for working parents continued in this F/Y capped and remains capped at 16 places although we cannot offer this number of places due to insufficient staff. We offer 15 hours free funded places for 2 years olds in line with government policy but again this is capped at 4 per day due to lack of staff to meet set ratios. This is continually reviewed and enables spouses to seek employment. 2. The Pre School continues to work collaboratively with our three local primary schools, Head Teachers, Home School Link Workers, Family Support Workers and Surrey Early Years, Home Start and other partner agencies to improve the outcomes for our children and families. 3. We celebrated with national events i.e. St Georges Day, St David's Day, St Patricks, Diwali, Ramadan, Eid etc which represents the diverse population and ethnicity of our children. 4. We commemorate Remembrance Day with activities. 5. Staff and Children enjoy taking part in Children in Need raising money for Charity and doing various activities... 6. We held a graduation Ceremony for Children Transitioning to Year R in Primary School. Parents and carers are invited to this. 7. We held a Sports Day which is attended by parents and carers and is supported by staff from the Gymnasium Army Training Centre. 8. We run a Closed Facebook page in order to communicate with our families and showcase our activities and achievements. 9. We now have an Open Facebook page in order to try to attract new

		<p>families that are posted into the setting.</p> <ol style="list-style-type: none"> 10. We celebrate World Book Day where children are invited to come in dressed as their favourite book characters. 11. We celebrate World Rhyme Week 12. We communicate regularly with parents by email and hard copy with newsletters and information for Parents and Carers. 13. We update parents regularly on any changes to our Policies and Procedures and news to keep families up to date and compliant with Policy. 14. We continue to offer employment and training opportunities to service spouses and people from the local community. 15. We focus on CPD for all members of staff to include additional training such as Makaton, Forest School and Paediatric First Aid. This was done virtually and face to face during this reporting year. 16. We sponsor a Shetland Pony at Mane Chance Sanctuary take part in their 'Chance to Be' programme and encourage families to attend the Charity on its open days and events. 17. At Harvest Festival we organised a collection for the Trussell Trust Food Bank Woking Branch. 18. We celebrate Mother's Day and Father's Day and encourage parents to attend the Pre School on these special days to take part in activities with their children. 19. We offer 'stay and play' opportunities to encourage parents' interaction with their children. 20. Parents are invited to participate in reading sessions this also assists in expansion of cultural awareness for staff and children. 21. We hold regular coffee mornings as a small funding opportunity but to also enhance our relationships with parents and carers and increase their knowledge of the Early Years environment.
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Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p>Whilst the introduction of 15 and the 30 hours funded by the Government has been popular and supports those parents who wish to use it our main challenge continues to be attracting new children to the setting and the continued challenge of recruiting suitably qualified staff to meet EYFS ratios. It remains a constant challenge and a fine balance between the number of staff and the number of children on role.</p>
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	<p>The Pre School (SENCO) has been successful in gaining funding via SEN channels and through Surrey County Council to gain additional funding to specifically support our SEN cohort .</p>
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	<p>The number of children on role continues to be worrying low. This is due to a change in occupancy of the resident battalion in Elizabeth Barracks and the different structure of the Battalion which means that not as many families live there as in previous years. In addition, many families choose now to serve married unaccompanied which means that not so many families live in Soldiers Family Accommodation at Pirbright. This drop off in military families has had a significant impact on the number of children we have on roll which in turn has impacted our income. We continue to be in a very precarious financial position which has to be very carefully managed but ultimately threatens the continuation of the setting as a viable option.</p>
<p>Other</p>		

Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>Para 1.21</p>	<p>The Pre School is operating at a monthly loss relying on its capital and grants to remain open. We are in a worryingly precarious financial position and have a very low number of children on roll which is due to the reduced occupancy of military families in Pirbright.</p> <p>There has been a small but Relatively insignificant increase in the hourly rate paid by Surrey County Council for funded places. This amount allocated by the government is woefully inadequate.</p> <p>Charges are reviewed regularly against other settings in the locality and also after seeking advice from the EY Team within Surrey County Council. Fees are realistically competitive with other local settings but we ensure we remain affordable for service families many of who are Junior Non Commissioned Officers.</p> <p>We have a very strict budgeting regime in place to maintain the stability and sustainability of Peter Pan Pre School. Our numbers have remained very low (Around 16 – 18), this is the lowest number of children on roll for many years and this has affected our income. The Military have reviewed our encroachment licence, and we are no longer able to offer places to civilian children that live in the Army Quarters adjacent to the Pre School or locally, this too has affected our numbers on roll.</p>
<p>Statement explaining the policy for holding reserves stating why they are held</p>	<p>Para 1.22</p>	<p>Very limited financial reserves are held primarily to cover redundancy payment for one eligible staff member should the Pre School close. We are sadly now in a position where we have very limited funds to cover future emergency expenditure. The MOD have been planning to build a new preschool for several years. The timeline has been very fluid, and timelines have slipped considerably since the plan was first mooted. It was due to be built in 22/23 with an opening in 2024. The estimated timeline for completion of this project has been cited now as 2028. We do not intend to spend any money on infrastructure projects. We will be fortunate if we can survive financially until this date.</p>
<p>Amount of reserves held</p>	<p>Para 1.22</p>	<p>£28,094 – all unrestricted.</p>

Reasons for holding zero reserves	Para 1.22	Not APPLICABLE
Details of fund materially in deficit	Para 1.24	NOT APPLICABLE
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	See para 1.46 below

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>Income is derived from fees paid for the provision of childcare from Surrey County Council. This is woefully inadequate in the current climate of ever increasing cost of living and Living Wage Increases. This is set at £6.05 per hour for 3 -4 year olds and £8.13 per hour for 2 year olds. We also get income form Parental contributions £7.00 per hour and a daily £1.25 per day for snack and resources.</p> <p>These charges are reviewed regularly to ensure they are current and in keeping with other settings locally.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<p>The additional 30 hours and 15 hours funding did benefit the Pre School and did assist in maintaining financial stability for the period. We have reviewed the need for a contingency fund but are in a precarious financial position due to dwindling number of children on role so are unable to set aside funds for contingency except tor maintaining an amount to cover staff redundancy payment should/when the need arises. The Pre School will continue to offer the NEST pension scheme to all employees and encourages staff to take up this option</p>
A description of the principal risks facing the charity	Para 1.46	<p>The Army Training Centre Pirbright (Soldier Academy) is predicted to increase in size over the next few years which may see an increase in the number of families on base and therefore a increase in the number of children accordingly and some detailed planning has taken place around this. Initially it was envisaged that the future of the Peter Pan Pre School seemed secure as more families, would potentially mean more children. However, a number of risk factors have come to the fore in this reporting year meaning the future of the Pre School and Charity is now much more uncertain.</p> <p>The risks are high and are as follows:</p> <p>Staffing. It is becoming increasing difficult to recruit and retain staff. Working in Childcare and Early Years is not seen as the attractive career option it once was and this is a nationally recognised trend.</p> <p>https://www.eyalliance.org.uk/news/2022/12/ofsted-report-highlights-impact-staffing-crisis. As a charity our wages are low in comparison to the Private Sector and with the cost of living as it is staff often cannot afford to remain and leave to find more</p>

lucratively paid employment out of the Childcare Sector. Having discussed this with our colleagues in Surrey Early Years this is a common theme across the industry. Also, the fact that we are 'behind the wire' on a barracks location can be off putting for potential civilian employees who have no experience of the military.

We are not easily accessed by public transport. We have tried to engage with local colleges to attract Apprentices, but our location makes this an unattractive option compared to other settings in the locality.

We do employ suitably qualified dependents of serving soldiers and officers however with this there is the risk of constant 'churn' as they are often only at Pirbright for a posting of maximum of 2 years duration.

We have noticed a continued trend this year of poor mental health amongst many of our staff many of whom are young and service dependents. This in turn impacts our staffing levels and ratios as there has been a lot of staff absence this year due to sickness and poor MH. Whether this is as a result of the 'Lived Experience' of service families is hard to quantify.

Volunteers for the Committee. We are a committee run Pre School and some of our committee members left this year as they were either posted with their serving partner or Spouse or they retired from work and no longer wished to fulfil a voluntary role. Again, the long term impact of COVID has been a factor in this with people reassessing how they spend their time. It has been a real struggle to recruit the require minimum number of volunteers this is something that the Chairperson has addressed with Ofsted and Surrey Early Years. We have managed to find a number of volunteers to fulfil committee roles and they are now in the process of completing their DBS and EYFS paperwork to satisfy the requirements of Ofsted.

Children on roll. Our numbers are at the lowest they have been for a number of years (around 16) in addition over one third of our children have been assessed as having addition SEN or requirements. Many children have delayed development again in line with current trends in other settings and nationally as a result of lack of socialization during COVID. This has increased the workload of the Manager and SENCO and requires an uplift in staffing on order to work one: one with specific children.

Infrastructure issues

The Pre School is predominantly accommodated in modular buildings some of which are in a very poor state of repair due to their age (over 30 years old) and a historical lack of proper investment by the

		<p>MOD. Despite a major renovation project in 2019 where a grant of 250k did improve some facilities recent surveys have found subsidence in one of the buildings which has resulted in its closure. Fortunately, this has not impacted our ability to remain open as the numbers on role are so low that they can be safely accommodated on other buildings. Whilst a considerable amount of work has been carried out by the Quartermasters department to look at repair and maintenance options alongside exploring grant options to fund building work against a backdrop of low numbers it has been deemed that this may not be necessary.</p> <p>Building of a new facility</p> <p>For a number of years there has been a proposal that a new Pre School/Childcare Setting would be built on the Defence Estate at Pirbright. When this plan was first mooted it was anticipated that this facility would be open in 2024. For a variety of reasons this date has continually slipped, and it is now projected to be opened by 2028. However various needs analysis by Surrey Early Years has identified that there may be enough childcare settings in the local vicinity to mean that this new facility may not be required. The location of this new setting 'outside of the wire' would have meant that the facility would have been accessible to a wider number of people both military and civilian meaning that the future of a Childcare setting at Pirbright would be secured. However as previously stated the dwindling number of children on roll combined with the date of the new build continually being put back presents a major risk to the settings continued viability.</p> <p>Rise in Living Wage and National Insurance Contributions</p> <p>The rise in the National Living wage and NI contributions mandated by the UK Government present a challenge for the setting. Against a backdrop of low numbers and a difficult recruiting environment we are constantly reviewing our income and expenditure. Whilst there has been a small increase in the funding, we receive from Surrey County Council, and we have reviewed our charges to ensure that they are competitive with other settings in the local area the inability to significantly increase our numbers on role places the future of the setting in jeopardy</p>
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected and appointed by members of Peter Pan Pre School

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>All Trustees complete a DBS check and annual disclosure form, an EY2 Ofsted suitability application and a Charity Commission declaration. They are issued with an induction pack detailing the Code of Conduct, Management Committee Constitution, Job Description for the Officers positions, minutes of the last meeting and AGM. It also provides links to the key childcare and safeguarding legislation and guidance documents. Peter Pan Pre School adopts the Policies and Procedures advised in the guide to Occupational Standard for Management Committee Members of Small Voluntary organisations and Groups and the Charity Trustees Handbook.</p> <p>Trustees have completed training run by Surrey Early Years Business Team for Pre Schools in the Charitable Sector and attend meetings with Surrey Early Years advisors as appropriate.</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The Pre School operates in a building owned and maintained by the Ministry of Defence under an Encroachment Licence. The Management Committee consists of serving and retired members of the Armed Forces, as well as parents of current and former children who attend the Pre School.</p> <p>All the Trustees are volunteers and do not receive any payments of expense for their time and commitment.</p> <p>All major financial decisions including staff salaries and wage increases, pensions and bursary applications are decided by the management Committee. The Manager adheres to a strict budget and all additional</p>

		<p>expenditure must be justified fully to the Committee before agreement is given.</p> <p>All grant applications are generally completed by the Chairperson or Treasurer.</p>
Relationship with any related parties	Para 1.51	<p>A real positive this year has been a complete change in the relationship the Pre School now has with the Commanding Officer and Chain of Command at Pirbright.</p> <p>This has now reestablished itself on the same secure footing that it was prior to 2021. The relationship is now once again collaborative and open, and the Chain of Command at Pirbright have been extremely proactive in a number of ways for example raising the profile of the setting and conducting a number of surveys to try and establish the need and increase the number of children on rol. They have represented the setting on meetings in the wider Community (Surrey County Council for example to raise our profile). They have made us aware of any funding opportunities and have the Community Engagement and Development Officer (CEDO) has been instrumental in assisting us with making contacts for volunteer days and recruiting opportunities. We now feel that we have a very supportive and collaborative working relationship which will help us navigate the challenges and difficulties ahead of us.</p>
Other		

Reference and Administrative details

Charity name	Peter Pan Pre School
Other name the charity uses	
Registered charity number	10622788
Charity's principal address	Peter Pan Pre School Alexander Barracks Pirbright Brookwood Woking SURREY GU24 0QQ 01483 798264

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	Carol Miller MBE	Chairperson		
2	Lena Breunig	Secretary		
3	Michelle Loubser	Deputy Chairperson		
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

--

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>Carol Miller</i>	
Full name(s)	Carol Miller MBE (Major Retired)	
Position (eg Secretary, Chair, etc)	Chairperson	
Date	9 Jan 2025	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

The Peter Pan Pre-School Pirbright

**On accounts for the year
ended**

31 March 2024

**Charity no
(if any)**

1062788

Set out on pages

1 and 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2024.

**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 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.

Signed:

Linda Dunford

Date:

25/01/2024

Name:

L J Dunford

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

FCCA CTA

Address:

4 Marigold Drive

Bisley

GU24 9SF



Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/2023	To	Period end date 31/03/2024
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees	86,738	-	-	86,738	122,771
Bank Interest	559	-	-	559	243
Other	183	-	-	183	213
Fundraising	-	-	-	-	-
Donations	-	-	-	-	12,800
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	87,480	-	-	87,480	136,027
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	87,480	-	-	87,480	136,027
A3 Payments					
Salaries	82,886	-	-	82,886	119,994
Pensions	3,924	-	-	3,924	3,535
Other Expenditure	116	-	-	116	292
Surrey CC - funding reclaim	-	-	-	-	50
Snacks	1,414	-	-	1,414	1,840
Insurance	1,294	-	-	1,294	-
Courses	495	-	-	495	2,055
Resources & Activities	1,639	-	-	1,639	8,110
Garden Equipment	240	-	-	240	360
Uniform	-	-	-	-	-
Office Expenses	2,510	-	-	2,510	2,954
IT and Phone	1,600	-	-	1,600	1,501
Bank and other charges	617	-	-	617	5,881
Travel	1,950	-	-	1,950	1,810
Fees Refund	-	-	-	-	-
Accountancy fees	768	-	-	768	738
Staff Loan	-	-	-	-	-
Donations to Charities	60	-	-	60	55
Cleaning	-	-	-	-	399
Events & Fundraising	61	-	-	61	200
Bookkeeping	6,000	-	-	6,000	-
Sub total	105,574	-	-	105,574	149,774
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	105,574	-	-	105,574	149,774
Net of receipts/(payments)	- 18,094	-	-	- 18,094	- 13,747
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	46,188	-	-	46,188	59,935
Cash funds this year end	28,094	-	-	28,094	46,188

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current	5,000	-	-
	Deposit	23,059	-	-
	Cash	35	-	-
	Total cash funds	28,094	-	-
	<small>(agree balances with receipts and payments account(s))</small>			


Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	CHRISTOPHER MBE	14/12/25

PETER PAN PRE-SCHOOL PIRBRIGHT

England & Wales - Charity number 1062788

Accounts



Trustees' Annual Report for the period

From 01 April 2022 Period start date To 31 Mar 2023 Period end date

Charity name: Peter Pan Pre School

Charity registration number: 1062788

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To manage the affairs and interests of, and act on behalf of, Peter Pan Pre School, thus enabling the Pre School to provide high quality care and education for children below statutory school age from Armed Forces families living in the local area.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<ul style="list-style-type: none">• To open bank accounts.• To raise money to pay for the Pre School's activities.• To make such payments as necessary.• To fix and collect the fees payable in respect of children attending the Pre School.• To provide accommodation and equipment required by the Pre School.• To employ such suitable paid and unpaid staff, and volunteers ,agents and advisors as maybe required from time to time.• To offer volunteering opportunities.• To set aside funds for special purposes or as reserves against future expenditure.• To sell, lease or otherwise dispose of all or any part of the Pre School's property subject to complying with the provisions of the Charities Act 1993 Sections 36 and 37.• To provide indemnity insurance to cover the liability of the Committee members.• To insure the property and assets of the Pre School against any foreseeable risk and to take out other insurance policies to protect the Pre School as required.• To work with similar Groups and support agencies and exchange

		<p>information and advice with them as appropriate.</p> <ul style="list-style-type: none"> • We forge links with other Charities and support them if appropriate. •
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have had regard to the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The Pre School can offer limited bursaries and free places to a family experiencing financial or social difficulties and hardship in order to give children the opportunity to enter and benefit from a structured Early Years learning environment on a case by case basis and should this be recommended by Early Year Professionals
Policy on social investment including program related investment	Para 1.38	Not applicable
Contribution made by volunteers	Para 1.38	<p>The committee is made up entirely of volunteers, however it is very hard to recruit volunteers and despite frequent requests we have no volunteers from the Military community.</p> <p>Any voluntary links that we had with the civilian community have been lost as an impact of covid.</p> <p>We no longer have any voluntary organisations working with us on volunteer days.</p> <p>We can offer a variety of volunteering opportunities for people who want to come in on a more ad hoc basis to do specific tasks or read to the children, or just gain experience in the workplace before pursuing a career in Early Years.</p>
Other		

Achievements and Performance

	SORP reference	
<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<ol style="list-style-type: none"> 1. The Government funded extended free 30 hours for working parents continued in this F/Y capped and remains capped at 16 places although we cannot offer this number of places due to insufficient staff. We offer 15 hours free funded places for 2 years olds in line with government policy but again this is capped at 4 per day due to lack of staff to meet set ratios. This is continually reviewed and enables spouses to seek employment. 2. The Pre School continues to work collaboratively with our three local primary schools, Head Teachers, Home School Link Workers, Family Support Workers and Surrey Early Years, Home Start and other partner agencies to improve the outcomes for our children and families. 3. We celebrated with national events i.e. St Georges Day, St David's Day, St Patricks, Diwali, Ramadan, Eid etc which represents the diverse population and ethnicity of our children. 4. We commemorate Remembrance Day with activities. 5. Staff and Children enjoy taking part in Children in Need raising money for Charity and doing activities. 6. We held a graduation Ceremony for Children Transitioning to Year R in Primary School 7. We held a Sports Day 8. We run a Closed Facebook page in order to communicate with our families and showcase our activities and achievements. 9. We communicate regularly with parents by email and hard copy with newsletters and information for Parents and Carers. 10. Update the Pre School regularly with Policies and Procedures and news to keep families up to date and compliant with Policy. 11. We continue to offer employment and training opportunities to service spouses and people from the local community. 12. We focus on CPD for all members of staff to include additional training

		<p>such as Makaton, Forest School and Paediatric First Aid. This was done virtually and face to face during this reporting year.</p> <p>13. We sponsor a Shetland Pony at Mane Chance Sanctuary take part in their 'Chance to Be' programme and encourage families to attend the Charity on its open days and events.</p> <p>14. At Harvest Festival we organised a collection for the Trussell Trust Food Bank Woking Branch.</p> <p>15. We celebrate Mother's Day and Father's Day and encourage parents to attend the Pre School on these special days to take part in activities with their children.</p> <p>16. We offer 'stay and play' opportunities to encourage parents' interaction with their children.</p> <p>17. Parents are invited to participate in reading sessions this also assists in expansion of cultural awareness for staff and children.</p> <p>18. We hold regular coffee mornings as a small funding opportunity but to also enhance our relationships with parents and carers and increase their knowledge of the Early Years environment.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The introduction of 15 and the 30 hours funded by the Government continued to be very popular and has enabled and encouraged many of our families to be able to go back to work. The feedback from parents has been positive and they welcome the flexibility that is offered. This enables families to be independent, financially secure and increases family resilience. However, we are very limited in the number of spaces we can offer as it depends on staffing availability. This is offered on a 'first come first served' basis or assessed on needs of the family.
Performance of fundraising activities against objectives set	Para 1.41	The Pre School (SENCO) has been successful in gaining funding via SEN channels and through Surrey County Council to gain additional funding to specifically support our SEN cohort .
	Para 1.41	The numbers of children on role is the lowest it has ever been. This is due to change in occupancy of families at

Investment performance against objectives		Pirbright. This has significantly impacted our income. We are in a precarious financial position that requires careful day to day management.
Other		

Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>Para 1.21</p>	<ul style="list-style-type: none"> • The Pre School has continued to operate without a loss however we are in a very precarious financial position and have a very low number of children on role which is due to the reduced occupancy of military families in Pirbright. • There has been a small but insignificant increase in the hourly rate paid by Surrey County Council for funded places. This amount allocated by the government is woefully inadequate. • Charges are reviewed regularly but these are kept to a minimum to ensure affordability for service and local families. • We have a very strict budgeting regime in place to maintain the stability and sustainability of Peter Pan Pre School. • Our numbers have remained very low (Around 20, this is the lowest number of children on role for many years and this has affected our income. • The Military have reviewed our encroachment licence, and we are no longer able to offer places to civilian children that live in the Army Quarters adjacent to the Pre School or locally, this too has affected our numbers on role. Neither ourselves or our Advisors from Surrey Early Years were consulted in this decision making process.
<p>Statement explaining the policy for holding reserves stating why they are held</p>	<p>Para 1.22</p>	<p>Very limited financial reserves are held primarily to cover redundancy payment for one eligible staff member should the Pre School close. We are sadly now in a position where we have very limited funds to cover future emergency expenditure. The MOD have been planning to build a new preschool for several years. The timeline has been woefully fluid with very little dialogue between the MOD and the Pre School to keep us abreast of the situation. The estimated timeline for completion of this project has been cited as 2026.</p> <p>WE do not intend to spend any money on infrastructure projects.</p> <p>We will be fortunate if we can survive financially until this date.</p>
<p>Amount of reserves held</p>	<p>Para 1.22</p>	<p>£46188.00</p>
<p>Reasons for holding zero reserves</p>	<p>Para 1.22</p>	<p>Not applicable</p>

Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	See para 1.16 below

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>Income is derived from fees paid for the provision of childcare from Surrey County Council. This is woefully inadequate in the current climate of ever increasing cost of living and Living Wage Increases. This is set at £5.81 per hour for 3 -4 year olds and £6.13 per hour for 2 year olds. We also get income form Parental contributions £6.00 per hour and a daily £1.00 per day for snack and resources.</p> <p>These charges are reviewed regularly to ensure they are current and in keeping with other settings locally.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<p>The additional 30 hours and 15 hours funding did benefit the Pre School and did assist in maintaining financial stability for the period however we are limited to the places we can offer due to the inability to recruit staff.</p> <p>We have reviewed the need for a contingency fund but are in a precarious financial position due to dwindling number of children on role so are unable to set aside funds for contingency except for maintaining an amount to cover staff redundancy payment should the need arise. The Pre School will continue to offer the NEST pension scheme to all employees and encourages staff to take up this option</p>
A description of the principal risks facing the charity	Para 1.46	<p>The Army Training Centre Pirbright is due to increase in size over the next few years which should see the number of families increase significantly so it was initially envisaged that the future of the Peter Pan Pre School seemed secure as more families, would potentially mean more children. However, a number of risk factors have come to the fore in this reporting year meaning the future of the Pre School and Charity is now much more uncertain.</p> <p>The risks are as follows:</p> <p>Staffing. It is becoming increasing difficult to recruit and retain staff. Working in Childcare and Early Years is not seen as the attractive career option it once was and this is a nationally recognised trend.</p> <p>https://www.eyalliance.org.uk/news/2022/12/ofsted-report-highlights-impact-staffing-crisis. As a charity our wages are low in comparison to the Private Sector and with the cost of living as it is staff often cannot afford to remain and leave to find more lucratively paid employment out of the Childcare Sector. Having discussed this with our colleagues in Surrey Early Years this is a common theme</p>

across the industry. Also, the fact that we are 'behind the wire' on a barracks location can be off putting for potential civilian employees who have no experience of the military.

We are not easily accessed by public transport. We have tried to engage with local colleges to attract Apprentices, but our location makes this an unattractive option compared to other settings in the locality.

We do employ suitably qualified wives and dependents of serving soldiers and officers however with this there is the risk of constant 'churn' as they are often only at Pirbright for a posting of maximum of 2 years duration.

We have noticed a continued trend this year of poor mental health amongst many of our staff many of whom are young and service dependents. This in turn impacts our staffing levels and ratios as there has been a lot of staff absence this year due to sickness and poor MH. Whether this is as a result of the 'Lived Experience' of service families is hard to quantify.

Volunteers for the Committee. We are a committee run Pre School and some of our committee members left this year as they were either posted with their serving partner or Spouse or they retired from work and no longer wished to fulfil a voluntary role. Again, the long term impact of COVID has been a factor in this with people reassessing how they spend their time. It has been a real struggle to recruit the require minimum number of volunteers this is something that the Chairperson has addressed with Ofsted and Surrey Early Years. We have managed to find a number of volunteers to fulfil committee roles and they have now completed their required paperwork.

Children on role. Our numbers are at the lowest they have been for a number of years (around 20) in addition over one third of our children have been assessed as having additional SEN or requirements. Many children have delayed development again in line with current trends in other settings and nationally as a result of lack of socialization during COVID. This has increased the workload of the Manager and SENCO and requires an uplift in staffing in order to work one: one with specific children. We have to keep the numbers low as we cannot recruit the right number of qualified staff.

Lack of Engagement from the military.

As previously stated in last year's TAR I retired from the military in April 21 and stated my intent to stand down as Chairperson when I left my role as a Welfare Officer. Despite the Pre School being located on Alexander Barracks it now sadly receives no support whatsoever from the military

		<p>chain of command (apart from parents who are serving and whose children are on role) and any efforts to engage with the Chain of Command have been unsuccessful. I have been unable to find a person to take over from me as Chairperson and despite me engaging with the Chain of Command with regards to this I have received no response. I am aware that if I resign as Chairperson with no replacement the Pre School would need to close, as well as the Charity in accordance with the guidance on gov.uk, regarding closure of a Charity, with Staff redundancies as appropriate and its assets transferred. I have discussed this with Surrey Early Years and the impact this would have on the children on role.</p> <p>I am keen to relinquish the role of Chair although happy to remain on the committee in a lesser role.</p>
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected and appointed by members of Peter Pan Pre School

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>All Trustees complete a DBS check and annual disclosure form, an EY2 Ofsted suitability application and a Charity Commission declaration. They are issued with an induction pack detailing the Code of Conduct, Management Committee Constitution, Job Description for the Officers positions, minutes of the last meeting and AGM. It also provides links to the key childcare and safeguarding legislation and guidance documents.</p> <p>Peter Pan Pre School adopts the Policies and Procedures advised in the guide to Occupational Standard for Management Committee Members of Small Voluntary organisations and Groups and the Charity Trustees Handbook.</p> <p>Trustees have completed training run by Surrey Early Years Business Team for Pre Schools in the Charitable Sector and attend meetings with Surrey Early Years advisors as appropriate.</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The Pre School operates in a building owned and maintained by the Ministry of Defence under an Encroachment Licence. The Management Committee consists of serving and retired members of the Armed Forces, as well as parents of current and former children who attend the Pre School.</p> <p>All the Trustees are volunteers and do not receive any payments of expense for their time and commitment.</p> <p>All major financial decisions including staff salaries and wage increases, pensions and bursary applications are decided by the management Committee. The Manager adheres to a strict budget and all additional</p>

		<p>expenditure must be justified fully to the Committee before agreement is given.</p> <p>All grant applications are generally completed by the Chairperson or Treasurer.</p>
Relationship with any related parties	Para 1.51	<p>A new Commanding Officer (July 2023) is now in situ at the Army Training Centre Pirbright and there is now a much better working relationship with improved communication and support which bodes well for the future. In addition, we have sought support from the Army Welfare Service for advice and guidance moving forward and this has proved invaluable.</p>
Other		

Reference and Administrative details

Charity name	Peter Pan Pre School
Other name the charity uses	
Registered charity number	1062788
Charity's principal address	<p>Peter Pan Pre-school Alexander Barracks Pirbright Brookwood Woking Surrey GU24 0QQ 01483 798264</p>

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	Carol Miller	Chairperson		
2	Lena Bruenig	Secretary		
3	Michelle Loubser	Deputy Chairperson		
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>Carol Miller</i>	Original Signed
Full name(s)	Carol Miller MBE (Major Retired)	
Position (eg Secretary, Chair, etc)	Chairperson	
Date	21 January 2024	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

The Peter Pan Pre-School Pirbright

**On accounts for the year
ended**

31 March 2023

**Charity no
(if any)**

1062788

Set out on pages

1 and 2

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

Signed:

L Dunford

Date:

25/01/2024

Name:

L J Dunford

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

FCCA CTA

Address:

4 Marigold Drive

Bisley

GU24 9SF



Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/2022	To	Period end date 31/03/2023
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees	122,771	-	-	122,771	128,203
Bank Interest	243	-	-	243	7
Other	213	-	-	213	259
Fundraising	-	-	-	-	-
Grants	12,800	-	-	12,800	-
Donations	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	136,027	-	-	136,027	128,469
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	136,027	-	-	136,027	128,469
A3 Payments					
Salaries	119,994	-	-	119,994	109,452
Pensions	3,535	-	-	3,535	3,124
Other Expenditure	292	-	-	292	941
Surrey CC - funding reclaim	50	-	-	50	3,572
Snacks	1,840	-	-	1,840	1,855
Insurance	-	-	-	-	914
Courses	2,055	-	-	2,055	2,448
Resources and Activities	8,110	-	-	8,110	3,802
Garden Equipment	360	-	-	360	1,110
Uniform	-	-	-	-	-
Office Expenses	2,954	-	-	2,954	2,915
IT and Phone	1,501	-	-	1,501	1,527
Bank and Other Charges	5,881	-	-	5,881	720
Travel	1,810	-	-	1,810	1,521
Fees Refund	-	-	-	-	174
Accountancy Fees	738	-	-	738	888
Staff Loan	-	-	-	-	-
Donations to charities	55	-	-	55	129
Cleaning	399	-	-	399	49
Events and fundraising	200	-	-	200	-
	-	-	-	-	-
Sub total	149,774	-	-	149,774	135,140
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	149,774	-	-	149,774	135,140
Net of receipts/(payments)	- 13,747	-	-	- 13,747	- 6,671
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	59,935	-	-	59,935	66,606
Cash funds this year end	46,188	-	-	46,188	59,935

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current	5,000	-	-
	Deposit	41,117	-	-
	Cash	71	-	-
	Total cash funds	46,188	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
Carol Miller	Carol Miller MBE	230124

PETER PAN PRE-SCHOOL PIRBRIGHT

England & Wales - Charity number 1062788

Accounts



Trustees' Annual Report for the period

From 01 Apr 2021 Period start date To 31 Mar 2022
Period end date

Charity name: Peter Pan Pre-school

Charity registration number: 1062788

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To manage the affairs and interests of, and act on behalf of, Peter Pan Pre School, thus enabling the Pre School to provide high quality care and education for children below statutory school age from Armed Forces families living in the local area.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<ul style="list-style-type: none">• To open bank accounts;• To raise money to pay for the Pre School's activities;• To make such payments as necessary;• To fix and collect the fees payable in respect of children attending the Pre School;• To provide accommodation and equipment required by the Pre School;• To employ such suitable paid and unpaid staff, and volunteers ,agents and advisors as maybe required from time to time;• To offer volunteering opportunities;• To set aside funds for special purposes or as reserves against future expenditure;• To sell, lease or otherwise dispose of all or any part of the Pre School's property subject to complying with the provisions of the Charities Act 1993 Sections 36 and 37.• To provide indemnity insurance to cover the liability of the Committee members;• To insure the property and assets of the Pre School against any foreseeable risk and to take out other insurance policies to protect the Pre School as required;

		<ul style="list-style-type: none"> To work with similar Groups and support agencies and exchange information and advice with them as appropriate. We forge links with other Charities and support them if appropriate
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The Pre School continues to offer bursaries and free places to families experiencing financial or social difficulties and hardship in order to give children the opportunity to enter and benefit from a structured Early Years learning environment.
Policy on social investment including program related investment	Para 1.38	Not applicable
Contribution made by volunteers	Para 1.38	<ul style="list-style-type: none"> We did have a local company that ran a team building event annually. However this activity has ceased partially due to COVID restrictions and also a complete lack of support from the Military and any subsequent networking opportunities that might have arisen. We can offer a variety of volunteering opportunities for people who want to come in on a more ad hoc basis to do specific tasks or read to the children, or just gain experience in the workplace before pursuing a career in Early Years.
Other		

Achievements and Performance

	SORP reference	
<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<ol style="list-style-type: none"> 1. The Government funded extended free 30 hours for working parents continued in this F/Y capped and remains capped at 16 places. This is continually reviewed and enables spouses to seek employment. 2. The Pre School continues to work collaboratively with our three local primary schools, Head Teachers, Home School Link Workers, Family Support Workers and Surrey Early Years, Home Start and other partner agencies to improve the outcomes for our children and families. 3. Where COVID allowed and when we were open, we celebrated with national events i.e. St Georges Day, St David's Day, St Patricks, Diwali, Eid etc which represents the diverse population and ethnicity of our children. 4. We commemorate Remembrance Day with activities. 5. Staff and Children enjoy taking part in Children in Need raising money for Charity and doing activities. 6. We held a graduation Ceremony for Children Transitioning to Yr R in Primary School 7. We held a Sports Day 8. We run a Closed Facebook page in order to communicate with our families and showcase our activities and achievements. 9. We communicate regularly with parents by email and hard copy with newsletters and information for Parents and Carers. 10. Update the Pre School regularly with Policies and Procedures and news to keep families up to date and compliant with Policy. 11. We continue to offer employment and training opportunities to service spouses and people from the local community 12. We focus on CPD for all members of staff to include additional training such as Makaton, Forest School and Paediatric First Aid. This was done virtually and face to face during this reporting year. 13. We sponsor a Shetland Pony at Mane Chance Sanctuary take part

		<p>in their 'Chance to Be' programme and encourage families to attend the Charity on its open days and events.</p> <p>14. At Harvest Festival we organised a collection for the Trussell Trust Food Bank Woking Branch.</p> <p>15. We celebrate Mother's Day and Father's Day and encourage parents to attend the Pre School on these special days to take part in activities with their children.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The introduction of the 30 hours funded by the Government continued to be very popular and has enabled and encouraged many of our families to be able to go back to work. The feedback from parents has been positive and they welcome the flexibility that is offered. This enables families to be independent, financially secure and increases family resilience. However, we are limited in the amount of spaces we can offer as it depends on staffing availability. This is offered on a 'first come first served' basis or assessed on needs of the family.
Performance of fundraising activities against objectives set	Para 1.41	<ul style="list-style-type: none"> The Pre School (SENCO) has been successful in gaining funding via SEN channels and through Surrey County Council to gain additional funding to specifically support our SEN cohort .
Investment performance against objectives	Para 1.41	The additional 30 hours funding has benefitted the Pre School and boosted numbers on role and will go some way to securing the future financial stability and sustainability of the setting. We have built up a Contingency Fund to cover emergencies and redundancies this is reviewed regularly.
Other		

Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>Para 1.21</p>	<ul style="list-style-type: none"> • The Pre School has continued to operate without a loss considering we had to close for 3 months due to COVID in the previous year. • There has been a small insignificant increase in the hourly rate paid by Surrey County Council for funded places. • Charges are reviewed regularly but these are kept to a minimum to ensure affordability for service and local families. • We have a very strict budgeting regime in place to maintain the stability and sustainability of Peter Pan Pre School. • Our numbers have remained very low (Around 30, this is the lowest number of children on role for many years and this has affected our income. • The Military have reviewed our licence and we are no longer able to offer places to civilian children that live in the Army Quarters adjacent to the Pre School or locally, this too has affected our numbers on role. Neither ourselves or our Advisors from Surrey Early Years were not consulted in this decision making process.
<p>Statement explaining the policy for holding reserves stating why they are held</p>	<p>Para 1.22</p>	<p>Limited financial reserves are held primarily to cover staff redundancies should the Pre School close or to cover future emergency expenditure and to cover a contingency fund for staff and operating costs. As the MOD are planning to build a new Pre School outside of Camp (time frame yet to be confirmed) we do not intend to spend any money or any infrastructure projects.</p>
<p>Amount of reserves held</p>	<p>Para 1.22</p>	<p>£59,335</p>
<p>Reasons for holding zero reserves</p>	<p>Para 1.22</p>	<p>Not Applicable</p>
<p>Details of fund materially in deficit</p>	<p>Para 1.24</p>	<p>Not Applicable</p>
<p>Explanation of any uncertainties about the charity continuing as a going concern</p>	<p>Para 1.23</p>	<p>The finances of the Pre School are carefully managed to ensure we safeguard our financial position. Due to the fluctuating numbers of children as result of being on a military base and the churn of service life we need to manage every aspect of our business very closely.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Income is mainly derived from fees paid for the provision of childcare from Surrey County Council and parental contributions. The Trustees continue to seek access to further sources of funding.
Investment policy and objectives including any social investment policy adopted	Para 1.46	The additional 30 hours has benefitted the Pre School and has assisted in maintaining financial stability for the period. We have reviewed the need for a contingency fund and will now seek to add to this regularly to mitigate any exceptional emergency expenditure or for redundancy payments if they should be necessary. The Pre School will continue to offer the NEST pension scheme to all employees and encourages staff to take up this option.
A description of the principal risks facing the charity	Para 1.46	<p>The Army Training Centre Pirbright is due to increase in size over the next few years which would see the number of families increase significantly so it was initially envisaged that the future of the Peter Pan Pre School seemed secure as more families would potentially mean more children. However, a number of risk factors have come to the fore in this reporting year meaning the future of the Pre School and Charity is much more uncertain. The risks are as follows:</p> <p>Staffing. It is becoming increasingly difficult to recruit and retain staff. As a charity our wages are low in comparison to the Private Sector and with the cost of living as it is staff often cannot afford to remain and leave to find more lucratively paid employment out of the Childcare Sector. Having discussed this with our colleagues in Surrey Early Years this is a common theme across the industry. Also, the fact that we are 'behind the wire' can be off putting for potential civilian employees who have no experience of the military. We do employ wives and dependents of serving soldiers and officers however with this there is the risk of constant 'churn' as they are often only at Pirbright for a posting of maximum of 2 years duration. We have noticed a trend this year of poor mental health amongst many of our staff many of whom are young and service dependents. This in turn impacts our staffing levels and ratios as there has been a lot of staff absence this year due to sickness and poor MH. Whether this is as a result of COVID or as a result of the 'Lived Experience' of service families is hard to quantify.</p>

Volunteers for the Committee. We are a committee run Pre School and some of our committee members left this year as they were either posted with their serving partner or Spouse or they retired from work and no longer wished to fulfil a voluntary role. Again, the impact of COVID has been a factor in this with people reassessing how they spend their time. It has been a real struggle to recruit the require minimum number of volunteers this is something that the Chairperson has addressed with Ofsted and Surrey Early Years. We have managed to find a number of volunteers to fulfil committee roles and they are currently completing their required paperwork.

Children on role. Our numbers are at the lowest the have been for a number of years (around 30) in addition over one third of our children have been assessed as having addition SEN or requirements. Many children have delayed development again in line with current trends in other settings and nationally as a result of lack of socialization during COVID. This has increased the workload of the SENCO and management team and requires an uplift in staffing on order to work one: one with specific children. We have to keep the numbers low as we cannot recruit the right number of qualified staff.

Lack of Engagement from the military.

I retired from the military in April 21 and stated my intent to stand down as Chairperson when I left my role as a Welfare Officer. Despite the Pre School being located on Alexander Barracks it now sadly receives no support whatsoever from the military chain of command (apart from parents who are serving and whose children are on role) and any efforts to engage with the Chain of Command have been unsuccessful. I have been unable to find a person to take over from me as Chairperson and despite me engaging with the Chain of Command with regards to this I have received no response. I am aware that if I resign as Chairperson with no replacement the Pre School would need to close, as well as the Charity in in accordance with the guidance on gov.uk, regarding closure of a Charity, with Staff redundancies as appropriate and its assets transferred. I have discussed this with Surrey Early Years and the impact this would have on the children on role.

		I am keen to relinquish the role of Chair although happy to remain .on the committee in a lesser role
Other		Not applicable.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected and appointed by members of Peter Pan Pre School

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>All Trustees complete a DBS check and annual disclosure form, an EY2 Ofsted suitability application and a Charity Commission declaration. They are issued with an induction pack detailing the Code of Conduct, Management Committee Constitution, Job Description for the Officers positions, minutes of the last meeting and AGM. It also provides links to the key childcare and safeguarding legislation and guidance documents. Peter Pan Pre School adopts the Policies and Procedures advised in the guide to Occupational Standard for Management Committee Members of Small Voluntary organisations and Groups and the Charity Trustees Handbook.</p> <p>Trustees have completed training run by Surrey Early Years Business Team for Pre Schools in the Charitable Sector and attend meetings with Surrey Early Years advisors as appropriate.</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The Pre School operates in a building owned and maintained by the Ministry of Defence under an Encroachment Licence. The Management Committee consists of serving and retired members of the Armed Forces, as well as parents of current and former children who attend the Pre School.</p> <p>All the Trustees are volunteers and do not receive any payments of expense for their time and commitment.</p> <p>All major financial decisions including staff salaries and wage increases, pensions and bursary applications are decided by the management Committee. The Manager adheres to a strict budget and all additional</p>

		<p>expenditure must be justified fully to the Committee before agreement is given.</p> <p>All grant applications are generally completed by the Chairperson or Treasurer.</p>
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Peter Pan Pre-school
Other name the charity uses	
Registered charity number	1062788
Charity's principal address	Peter Pan Pre-school Alexander Barracks Pirbright Brookwood Woking Surrey GU24 0QQ 01483 798264

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	Mrs Carol Miller MBE (Major Retired)	Chairperson		
2	Mrs Michelle Loubser	Deputy Chairperson		
3	Mrs Lena Breunig	Secretary		
4	Lisa Page	Committee	26/11/2020 -17/07/2021	
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

--

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>Carol Miller</i>	ORIGINAL SIGNED
Full name(s)	Carol Miller MBE (Major Retired)	
Position (eg Secretary, Chair, etc)	Chairperson	
Date	15 Jan 2023	



Section A Independent Examiner's Report

Report to the trustees/ members of	The Peter Pan Pre-School Pirbright		
On accounts for the year ended	31 March 2022	Charity no (if any)	1062788
	Set out on pages		
	1 and 2		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2022.

**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 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.

Signed: **Date:**

Name:

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

Address:



Receipts and payments accounts

For the period from	Period start date 01/04/2021	To	Period end date 31/03/2022
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees	128,203	-	-	128,203	104,715
Bank Interest	7	-	-	7	35
Other	259	-	-	259	-
Fundraising	-	-	-	-	-
Grants	-	-	-	-	-
Donations	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	128,469	-	-	128,469	104,750
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	128,469	-	-	128,469	104,750
A3 Payments					
Salaries	109,452	-	-	109,452	97,249
Pensions	3,124	-	-	3,124	2,894
Other Expenditure	941	-	-	941	759
Surrey CC - funding reclaim	3,572	-	-	3,572	-
Snacks	1,855	-	-	1,855	1,169
Insurance	914	-	-	914	899
Courses	2,448	-	-	2,448	608
Resources and Activities	3,802	-	-	3,802	2,554
Garden Equipment	1,110	-	-	1,110	675
Uniform	-	-	-	-	415
Office Expenses	2,915	-	-	2,915	2,184
IT and Phone	1,527	-	-	1,527	1,653
Bank and Other Charges	720	-	-	720	718
Travel	1,521	-	-	1,521	1,308
Fees Refund	174	-	-	174	-
Accountancy Fees	888	-	-	888	846
Staff Loan	-	-	-	-	50
Donations to charities	129	-	-	129	80
Cleaning	49	-	-	49	260
	-	-	-	-	-
	-	-	-	-	-
Sub total	135,140	-	-	135,140	114,321
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	135,140	-	-	135,140	114,321
Net of receipts/(payments)	- 6,671	-	-	- 6,671	- 9,571
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	66,606	-	-	66,606	76,177
Cash funds this year end	59,935	-	-	59,935	66,606

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current	5,000	-	-
	Deposit	54,898	-	-
	Cash	37	-	-
	Total cash funds	59,935	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Jan		-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
Carol Miller (Original Signed)	Carol Miller MBE	15 Jan 23

PETER PAN PRE-SCHOOL PIRBRIGHT

England & Wales - Charity number 1062788

Accounts



Trustees' Annual Report for the period

From 01 Apr 2020 Period start date To 31 Mar 2021
Period end date

Charity name: Peter Pan Pre-school

Charity registration number: 1062788

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To manage the affairs and interests of, and act on behalf of, Peter Pan Pre School, thus enabling the Pre School to provide high quality care and education for children below statutory school age from Armed Forces and civilian families living in the local area.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<ul style="list-style-type: none">• To open bank accounts;• To raise money to pay for the Pre School's activities;• To make such payments as necessary;• To fix and collect the fees payable in respect of children attending the Pre School;• To provide accommodation and equipment required by the Pre School;• To employ such suitable paid and unpaid staff, agents and advisors as maybe required from time to time;• To offer volunteering opportunities;• To set aside funds for special purposes or as reserves against future expenditure;• To sell, lease or otherwise dispose of all or any part of the Pre School's property subject to complying with the provisions of the Charities Act 1993 Sections 36 and 37.• To provide indemnity insurance to cover the liability of the Committee members;• To insure the property and assets of the Pre School against any foreseeable risk and to take out other insurance policies to protect the Pre School as required;

		<ul style="list-style-type: none"> To work with similar Groups and support agencies and exchange information and advice with them as appropriate; To forge links with other Charities and support them if appropriate
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The Pre School offers bursaries and free places to families experiencing financial or social difficulties and hardship in order to give children the opportunity to enter and benefit from a structured Early Years learning environment.
Policy on social investment including program related investment	Para 1.38	Not applicable
Contribution made by volunteers	Para 1.38	<ul style="list-style-type: none"> We have a local company that run a team building event annually. As part of that they visit us once a year with about 20 staff and undertake a variety of tasks such as gardening, maintenance painting and small projects. However due to COVID this didn't happen this year. One of our staff is a member of the Guiding organisation. She arranges Guides to attend for visits not only to benefit their community work and progression, but they also undertake some projects and maintenance work, this again didn't happen this year due to COVID.. We can offer volunteering opportunities for people who want to come in on a more ad hoc basis to do specific tasks or read to the children, or just gain experience in the workplace before pursuing a career in Early Years.
Other		

Achievements and Performance

	SORP reference	
<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<ol style="list-style-type: none"> 1. The Government funded extended free 30 hours for working parents continued in this F/Y capped and was at 16 places. This is continually reviewed and enables spouses to seek employment. 2. The Pre School worked collaboratively with our three local primary schools, Head Teachers, Home School Link Workers and Surrey Early Years, Home Start and other partner agencies to improve the outcomes for our children and families. 3. Where COVID allowed and when we were open we tried to coincide with national events i.e. St Georges Day, St David's Day, Divali etc which represents the diverse population and ethnicity of our children. 4. We commemorate Remembrance with activities. 5. Staff and Children take part in Children in Need raising money and doing activities. 6. We held a socially distanced graduation Ceremony for Children Transitioning to Yr R in Primary School 7. Run a Closed Facebook page for families 8. Communicate regularly with parents by email and hard copy with newsletters and information for Parents and Carers. 9. Update the Pre School regularly with Policies and Procedures and news to keep families up to date 10. Continue to offer employment and training opportunities to service spouses and people from the local community 11. Focus on the continual CPD for all members of staff to include additional training such as Makaton, Forest School and Paediatric First Aid. This was mainly done virtual and online. 12. We sponsor a Shetland Pony at Mane Chance Sanctuary take part in their 'Chance to Be' programme.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The introduction of the 30 hours funded by the Government continued to be very popular and has enabled and encouraged many of our families to be able to go back to work. The feedback from parents has been positive and they welcome the flexibility that is offered. This enables families to be independent, financially secure and increases family resilience.
Performance of fundraising activities against objectives set	Para 1.41	<ul style="list-style-type: none">• The Pre School has made successful applications to the Army Welfare Fund and to Surrey County Council.• Due to COVID fundraising activities during this year were put on hold.
Investment performance against objectives	Para 1.41	The additional 30 hours funding has benefitted the Pre School and boosted numbers on role and will go some way to securing the future financial stability and sustainability of the setting. We have built up a Contingency Fund to cover emergencies and redundancies this is reviewed regularly.
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<ul style="list-style-type: none"> The Pre School has continued to operate without a loss considering we had to close for 3 months due to COVID. There has been a small significant increase in the hourly rate paid by Surrey County Council for funded places. Charges are reviewed regularly but these are kept to a minimum to ensure affordability for service and local families. We have a very strict budgeting regime in place to maintain the stability and sustainability of Peter Pan Pre School
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Limited financial reserves are held to cover future expenditure on Pre School infrastructure, bursaries and to cover a contingency fund for staff and operating costs in an emergency
Amount of reserves held	Para 1.22	£10,600.00
Reasons for holding zero reserves	Para 1.22	Not Applicable
Details of fund materially in deficit	Para 1.24	Not Applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The finances of the Pre School are carefully managed to ensure we safeguard our financial position. Due to the fluctuating numbers of children as result of being on a military base and the churn of service life we need to manage every aspect of our business very closely. The 2 nd Battalion Duke of Lancaster's Regt (2 Lancs) arrived in Aug 20 with numbers of children in the setting rising.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Income is mainly derived from fees paid for the provision of childcare from Surrey County Council and parental contributions. The Pre School continues to be well supported from grants applied for from the Army Welfare Fund. The Trustees continue to seek access to further sources of funding
Investment policy and objectives including any social investment policy adopted	Para 1.46	The additional 30 hours has benefitted the Pre School and has secured the financial stability for the period. We have reviewed the need for a contingency fund and will now seek to add to this regularly to mitigate any exceptional emergency expenditure or for redundancy payments if they should be necessary. The Pre School will continue to offer the NEST pension scheme to all employees and encourages staff to take up this option.

<p>A description of the principal risks facing the charity</p>	<p>Para 1.46</p>	<p>The Army Training Centre is due to increase in size over the next few years which will see the number of families increase significantly so at this stage the future of the Peter Pan Pre School would appear secure.</p> <p>The biggest risk we were facing this year was COVID and having to close for three months, however as surrey county council continued to pay the funding, we managed to keep our financial situation stable.</p>
<p>Other</p>		<p>Not applicable.</p>

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected and appointed by members of Peter Pan Pre School

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>All Trustees complete a DBS check and annual disclosure form, an EY2 Ofsted suitability application and a Charity Commission declaration. They are issued with an induction pack detailing the Code of Conduct, Management Committee Constitution, Job Description for the Officers positions, minutes of the last meeting and AGM. It also provides links to the key childcare and safeguarding legislation and guidance documents. Peter Pan Pre School adopts the Policies and Procedures advised in the guide to Occupational Standard for Management Committee Members of Small Voluntary organisations and Groups and the Charity Trustees Handbook.</p> <p>Trustees have completed training run by Surrey Early Years Business Team for Pre Schools in the Charitable Sector and attend meetings with Surrey Early Years advisors as appropriate.</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The Pre School operates in a building owned and maintained by the Ministry of Defence under an Encroachment Licence. The Management Committee consists of members of the Armed Forces, civilian MOD employees as well as parents of current and former children who attend the Pre School.</p> <p>All the Trustees are volunteers and do not receive any payments of expense for their time and commitment.</p> <p>All major financial decisions including staff salaries and wage increases, pensions and bursary applications are decided by the management Committee. The Manager adheres to a strict budget and all additional</p>

		<p>expenditure must be justified fully to the Committee before agreement is given.</p> <p>All grant applications are generally completed by the Chairperson or Treasurer.</p>
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Peter Pan Pre-school
Other name the charity uses	
Registered charity number	1062788
Charity's principal address	Peter Pan Pre-school Alexander Barracks Pirbright Brookwood Woking Surrey GU24 0QQ 01483 798264

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	Major Carol Miller MBE	Chairperson		
2	Kay Culley	Secretary		
3	Carol Campo	Treasurer		
4	Lisa Page	Committee	26/11/2020 -17/07/2021	
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17				
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19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
-----------------	------	---------

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

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--


Other optional information

--

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	CAROL MILNE	
Position (eg Secretary, Chair, etc)	CHAIRPERSON	
Date	26 NOV 2021	



Section A Independent Examiner's Report

**Report to the trustees/
members of**

The Peter Pan Pre-School Pirbright

**On accounts for the year
ended**

31 March 2021

**Charity no
(if any)**

1062788

Set out on pages

1 and 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2021.

**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").

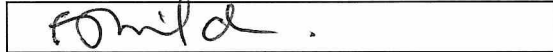
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention 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.

Signed: 

Date: 24 January 2022

Name: F J Wilde

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

FCCA DChA

Address:

4 Marigold Drive
Bisley
GU24 9SF



CHARITY COMMISSION
FOR ENGLAND AND WALES

Peter Pan Pre School

1062788

Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/2020	To	Period end date 31/03/2021
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees	104,715	-	-	104,715	119,697
Bank Interest	35	-	-	35	166
Other	-	-	-	-	94
Fundraising	-	-	-	-	-
Grants	-	-	-	-	-
Donations	-	-	-	-	1
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	104,750	-	-	104,750	119,958
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	104,750	-	-	104,750	119,958
A3 Payments					
Salaries	97,249	-	-	97,249	101,771
Pensions	2,894	-	-	2,894	2,591
Other Expenditure	759	-	-	759	293
Kids Parties	-	-	-	-	208
Snacks	1,169	-	-	1,169	1,934
School Equipment	-	-	-	-	-
Courses	608	-	-	608	1,703
Resources and Activities	2,554	-	-	2,554	2,783
Garden Equipment	675	-	-	675	3,410
Uniform	415	-	-	415	-
Office Expenses	3,083	-	-	3,083	3,644
IT and Phone	1,653	-	-	1,653	877
Bank and Other Charges	718	-	-	718	1,537
Travel	1,308	-	-	1,308	1,892
Fundraising Costs	-	-	-	-	41
Accountancy Fees	846	-	-	846	678
Staff Loan	50	-	-	50	-
Donations to charities	80	-	-	80	-
Cleaning	260	-	-	260	-
	-	-	-	-	-
Sub total	114,321	-	-	114,321	123,362
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	114,321	-	-	114,321	123,362
Net of receipts/(payments)	- 9,571	-	-	- 9,571	- 3,404
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	76,177	-	-	76,177	79,581
Cash funds this year end	66,606	1	-	66,606	76,177

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current	5,000	-	-
	Deposit	61,606	-	-
	Cash	-	-	-
	Total cash funds	66,606	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

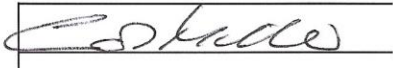
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	CAROL HINEAR MBE	20 Jan 22
3		