



Trustees' Annual Report for the period

Period start date 01 04 2022 To Period end date 31 03 2023
From To

Section A Reference and administration details

Charity name HEMINGBROUGH PRE-SCHOOL

Other names charity is known by

Registered charity number (if any) 1071059

Charity's principal address Hemingbrough Pre-School, Hemingbrough Village Institute
Garthends Lane, Hemingbrough
Selby, North Yorkshire
Postcode YO8 6QW

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	Gemma Howard	Chair		
2	Rebecca Milner	Secretary		
3	Alison Pollitt	Treasurer		
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document	Constitution
How the charity is constituted	Unincorporated Association
Trustee selection methods	Appointment by election at AGM

Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Reserves Policy

Introduction

Hemingbrough Pre School is a registered charity with set charitable objects. These are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

- Offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for children whatever their race, culture, religion, means or ability;
- Encouraging the study of the needs of such children and families and promoting public interest in and recognition of such needs in the local areas;
- Instigating and adhering to and furthering the aims and objectives of the Pre School Learning Alliance.

In order to continue to achieve these objectives Hemingbrough Pre School has a strategic management committee and an experienced staff team who together set the priorities of the pre-school.

Historically Hemingbrough Pre School relies on two main sources of funding; fee payments from the local authority, and donations from the public. Neither of these funding sources are guaranteed and so it is imperative that the pre-school holds a level of reserves to ensure business continuity should funding sources be detrimentally impacted or reduced.

into the future.

Level of Reserves

Given the multifaceted and intricate nature of the services, activities and projects delivered by the Pre-school, the management and trustees believe that the following areas be considered when identifying the level of reserves necessary:

- i. **Wind up of activities** – It is possible, though highly unlikely that the Pre-school may need to cease operating. If this were to happen then a level of funds would need to be available to allow HMRC, legal costs, staff redundancy, and creditors to be compensated appropriately.
- ii. **Medium term business continuity** – An allowance should be held to enable the Pre-school to fund a short period of temporary relocation (3 months), should the current Hemingbrough Institute building not be serviceable for whatever reason.
- iii. **Future projects** – There are activities and projects that the Pre-school may wish to invest in in the future, be these further expansion of activities, or seeking research/consultancy advice; and so funds should be available to do this.

Below shows the levels of funds recommended in order to be able to provide security against the aforementioned areas.

- Wind up of activities	- £25,000
- Medium term business continuity	- £5,000
- Future projects	- £25,000

The total funds that have been identified are £55,000. This is therefore the level of funds the Pre-school will seek to ensure are held in reserve.

Summary and Review Cycle

Once the identified level of reserves has been reached it will be the responsibility of the trustees and management committee to ensure that any additional funds are spent in the pursuit of the Pre-school's charitable objectives.

A formal review of this policy and the Pre-school's progress to achieving the targets identified within will take place every two years.

This policy will be referenced each year in the Annual Accounts by the Trustees and a statement of progress given. This policy and the Pre-school's progress to achieving the targets identified will also be discussed as part of annual external auditing.

Section C

Objectives and activities

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

The Pre-school is established to enhance the development and education of children under the statutory school age by encouraging parents to understand and provide for the needs to their children through community groups.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In Planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The focus of our activities remain:

- Offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion means or ability.
- Encouraging the study of the need of such children and their families and promoting public interest in and recognition of such needs in the local area.
- Instigating and adhering to and furthering the aims and objectives of Pre-school Learning Alliance.

In order to continue to achieve these objectives Hemingbrough Pre-school has a strategic management committee and an experienced staff team who together set the priorities of the Pre-school.

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Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

This year has been another successful year for the Pre-School and the Pre-School continues to be financially resilient, and also very popular in the village. Working partnerships with other groups in the village remain strong and a number of collaborative projects continue to prove to be successful. The Pre-School is particular proud of the partnership with the Primary School and support given in helping children transition into Reception Class and the full-time learning environment.

The committee have remained as last year and continue to support the management of the Pre-School and the staff.

Throughout the year the staff and Management Committee have focused on undertaking a full review of the policies, systems and processes of the Pre-School to ensure their relevance, appropriate compliance and efficiency for purpose. Due to Covid-19 the usual committee meetings have not taken place in the setting, one took place prior to Covid-19 in the setting and another took place via a zoom meeting, and thanks goes to the Committee members for giving up their time to fulfil their role on a voluntary basis, and for their input to the successful operation of the Pre-School.

The staff of the Pre-School have continued to excel in their work. Under Amanda's leadership there have been several new activities and positive *developmental practices introduced*. All of which support the aims of the Pre-School to enhance the development and education of children under statutory school age and support them in their preparation for starting at school.

Section E Financial review

Brief statement of the charity's policy on reserves

The reserves policy is outlined in detail in section B of this report

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

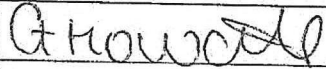
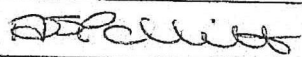
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Gemma Howard	Alison Pollitt
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	15-4-24	



CHARITY COMMISSION
FOR ENGLAND AND WALES

HEMINGBROUGH PRE-SCHOOL

Receipts and payments accounts

CC16a

For the period
from

01/04/2022

To

31/03/2023

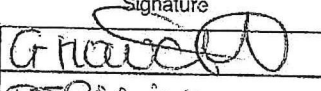
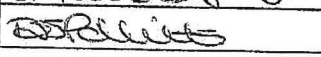
Section A Receipts and payments

	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					
Grants	48,076	-	-	48,076	44,780
Registration Fees	24,047	-	-	24,047	21,571
Fundraising	100	-	-	100	238
Interest	194	-	-	194	6
Donations	1,368	-	-	1,368	260
Uniform Sales	89	-	-	89	60
Snacks	373	-	-	373	540
	-	-	-	-	-
Sub total (Gross income for AR)	74,247	-	-	74,247	67,455
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	74,247	-	-	74,247	67,455
A3 Payments					
Wages and Pensions	55,476	-	-	55,476	47,156
Rent	6,000	-	-	6,000	4,708
Toys and Equipment	3,345	-	-	3,345	4,810
Insurance	754	-	-	754	4,849
Repairs	1,964	-	-	1,964	6,429
Telephone	1,042	-	-	1,042	831
Sundries and Consumables	1,475	-	-	1,475	1,311
Accountancy	846	-	-	846	1,154
Training costs	69	-	-	69	1,023
Uniform Stock	-	-	-	-	212
	-	-	-	-	-
Sub total	70,972	-	-	70,972	72,483
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	70,972	-	-	70,972	72,483
Net of receipts/(payments)	3,275	-	-	3,275	5,028
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	65,853	-	-	65,853	70,881
Cash funds this year end	69,128	-	-	69,128	65,853

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	HSBC Current Account	20,501	-	-
	HSBC Savings Account	48,400	-	-
	Cash in Hand	227	-	-
	Total cash funds	69,128	-	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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 asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Gemma Howard	16.4.2024
	Alison Pollitt	16.4.2024



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
HEMINGBROUGH PRE-SCHOOL

On accounts for the year
ended

31/03/2023

Charity no
(if any)

1071059

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023.

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:

P. Sharpe

Date:

17/4/24

Name:

Paul Sharpe

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

F.C.A.

Address:

Townends Accountants LLP, Carlisle Street, Goole

DN14 5DX

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

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