



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/09/2023

To 31/08/2024

Charity name: Cuckoo Meadow Pre-School

Charity registration number: 1077815

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To enhance development and education of children under school age. <ul style="list-style-type: none"><li>- Offering play, education and care facilities.</li><li>- Encouraging study of the needs of children and their families.</li><li>- Adhering to aims of Pre-School Learning Alliance.</li></ul>
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	Cuckoo Meadow offer high quality early years childcare to the local community. It has excellent links to the local primary school and collaborates frequently with the village community. It supports national charities e.g. Children in Need. Trustees have over-riding duty to act lawfully and in the best interests of the charity and its beneficiaries. They are responsible for the effective running of the charity to further its charitable aims.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In setting our objectives and planning our activities our Trustees have given careful consideration to the Charity Commission's public benefit guidance

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
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.	Para 1.20	During the time period specified, Cuckoo Meadow Pre-School ran morning and afternoon supervised pre-school session for children aged 2-4years, reaching 28 children for the 38 week school year.

## Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		



## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	See attached accounts
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	To hold six months running costs which equates to £63,981.46 at the end of August 2024. This meets fluctuations in receipts or payments. It also covers unforeseen financial circumstances.
Amount of reserves held	Para 1.22	£63,981.46
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

### 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	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		



## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	<b>Trust</b>
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	<p>Not less than two weeks before the date of the Next Annual General Meeting of the Pre-School at which the election of elected Committee members will take place, each member shall be sent a form which any member wishing to stand as candidate for election to the committee must complete and return to the Secretary to indicate their willingness to act as a member of the Committee if elected.</p> <p>At the AGM, the prospective new elected members of the Committee will be those candidates receiving the highest number of votes from the Members, up to a max of 12 elected Committee members in total.</p>

### 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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		



## Reference and Administrative details

Charity name	Cuckoo Meadow Pre-School
Other name the charity uses	
Registered charity number	1077815
Charity's principal address	Rathbone Pavilion Church Road North Waltham Basingstoke, Hants RG25 2BL

# 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	Joanne Harman			
2	Fiona Cotterell			
3	Hayley Thomas	Chair		
4	Carla Nightingale	Treasurer		
5	Laura Reed	Secretary		
6	Kirsty Guy			
7	Aimi Dicks			
8	Leticia Gilbert			
9	Asher Simpson	Secretary	October 2021 – March 2024	
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

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

Fiona Cotterell & Jo Harman, Joint Managers

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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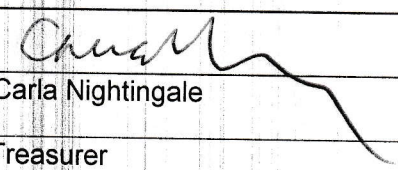
## Other optional information

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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)		
Full name(s)	Ruth Moate	Carla Nightingale
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	27/6/25	



**CUCKOO MEADOW PRE-SCHOOL**  
**FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDING 31ST AUGUST 2024**

Charity Number 1077815

# CUCKOO MEADOW PRE-SCHOOL

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# CUCKOO MEADOW PRE-SCHOOL

## CHARITY INFORMATION

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**Trustees**

Hayley Thomas - Chair  
Laura Reed - Secretary  
Carla Nightingale - Treasurer  
Jo Harman - Joint Manager  
Fiona Cotterell - Joint Manager  
Aimi Dicks  
Leticia Gilbert  
Kirsty Guy

**Charity registration number**

1077815

**Charity address**

Rathbone Pavilion  
Church Road  
North Waltham  
Basingstoke  
Hampshire  
RG25 2BL

**Independent Examiner**

Julie Masefield  
Kingsey Cottage  
Down Street  
Dummer  
RG25 2AD

**Bankers**

Santander  
Bootle  
Merseyside  
G1R 0AA

Signed on behalf of the Trustees



Ruth Moate  
Chair



Carla Nightingale  
Treasurer

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**Cuckoo Meadow Pre-School**  
**Receipts and Payments Account**  
**for the Period 1st September 2023 to 31st August 2024**

		2024	2023
<b><u>INCOME</u></b>			
Grants - Hampshire County Council		88,636	66,545
Grant - DofE Expert & Mentors Programme (Kat)		6,875	6,000
Fees	Note 2	24,933	25,645
Fundraising	Note 3	2,395	2,480
Donations		0	300
Sale of uniform		134	147
Gift Aid		135	0
Bank Interest		353	29
Other	Note 4	3,334	2,165
		126,795	103,311
<b><u>EXPENDITURE</u></b>			
<b><u>Charitable Expenditure</u></b>			
Rent		9,688	9,034
Staff Salaries	Note 5	94,171	84,064
Training		0	765
Nursery Consumables & Classroom Supplies		1,007	1,502
Management and Administration Costs	Note 6	3,207	2,481
Other Costs	Note 7	1,250	519
		(109,323)	(98,365)
<b><u>Costs of Generating Funds</u></b>			
Fundraising costs	Note 8	138	357
		(138)	(357)
		(109,461)	(98,722)
TOTAL surplus of Expenditure Over Income	Note 1	17,334	4,588

There were no other gains and losses during the year apart from the Income and Expenditure shown.

All funds held are unrestricted and available to be applied in furtherance of Cuckoo Meadow Pre-School's charitable objectives at the discretion of the Trustees.



**Cuckoo Meadow Pre-School**  
**Notes to the Financial Statements**  
**for the Period Ended 31st August 2024**

	<u>2024</u> £	<u>2023</u> £
<b>1. BALANCE OF ACCOUNTS</b>		
Santander Business Account - balance as at 1st September 2023	18,018	13,698
Santander Business Account - balance as at 1st September 2023	58,628	58,599
Petty cash in hand - balance as at 1st September 2023	4,510	4,271
	<hr/>	<hr/>
Total Funds Held at the Start of the Year	81,157	76,568
TOTAL surplus of Income Over Expenditure	17,334	4,588
	<hr/>	<hr/>
TOTAL FUNDS HELD as at the 31st August 2024	<u>98,491</u>	<u>81,157</u>
<b>Represented by:</b>		
Santander Business Account - balance as at 31st August 2024	33,927	18,018
Santander Business Account - balance as at 31st August 2024	63,981	58,628
Petty cash in hand - balance as at 31st August 2024	583	4,510
	<hr/>	<hr/>
TOTAL FUNDS HELD as at the 31st August 2024	<u>98,491</u>	<u>81,157</u>
<b>2. FEE INCOME</b>		
Fees invoiced	24,633	25,545
Deposits taken	300	100
	<hr/>	<hr/>
	<u>24,933</u>	<u>25,645</u>
<b>3. FUNDRAISING INCOME</b>		
Charities Trust	0	389
Your School Lottery	15	235
Quiz Night & Raffle	1,420	0
Just Giving	19	138
Sale of Christmas Cards	51	32
Nativity	118	0
Build Your Own Bear	150	0
Christmas Raffle	0	911
Clothing collection commission	394	269
Easyfundraising commission	0	95
The Big Lunch	229	411
	<hr/>	<hr/>
	<u>2,395</u>	<u>2,480</u>
<b>4. OTHER INCOME</b>		
Parental Resources Contributions	3,334	2,165
	<hr/>	<hr/>
	<u>3,334</u>	<u>2,165</u>

**Cuckoo Meadow Pre-School**  
**Notes to the Financial Statements**  
**for the Period Ended 31st August 2024**  
**(continued)**

	<u>2024</u>	<u>2023</u>
	<u>£</u>	<u>£</u>
<b>5. STAFF SALARIES</b>		
Gross Salaries	87,301	78,371
Employers National Insurance Contributions	703	0
Workplace Pension Contributions - Employees & Employers	6,167	5,694
	<u>94,171</u>	<u>84,064</u>
<b>6. MANAGEMENT AND ADMINISTRATION COSTS</b>		
Administration (printing/photocopying/office supplies/new laptop)	333	222
Website costs	524	0
Membership of Ofsted	50	50
Early Years Alliance Membership	116	196
British Telecom - Telephone & Internet	655	692
Insurance	586	541
Accountancy inc Independent Examination	821	705
DBS Checks & Updates	122	75
	<u>3,207</u>	<u>2,481</u>
<b>7. OTHER COSTS</b>		
Activities from parental donations: Creative Form Studio (ActivKids)	360	0
Two Birds Experiences & Education Ltd	85	0
Jungo Jambo (Entertainer from Froggle)	200	0
Children's Uniform & Book Bags	213	222
Staff Uniform	16	0
Staff Christmas Meal	229	213
Gifts - childrens & committee leavers	147	84
	<u>1,250</u>	<u>519</u>
<b>8. FUNDRAISING COSTS</b>		
Bouncy Castle hire for The Big Lunch	0	357
Purchase of Raffle Tickets	48	0
All My Own Work (Teddy Bears)	90	0
	<u>138</u>	<u>357</u>

**9. TRUSTEES' EXPENSES**

No expenses were paid to any Trustees during the year, except to re-imburse them for purchases made on behalf of the charity.

**10. TRUSTEES' INDEMNITY INSURANCE**

No charitable funds have been used to purchase insurance to indemnify the Trustees against the consequences of any neglect or default on their part.

**11. ACCOUNTING POLICIES**

Cuckoo Meadow Pre-School is a registered charity and as such is governed by the Charities Act 2011.

As the charity's gross income does not exceed £250,000 in any financial year and does not have gross assets over £3.26 million, we elect to prepare a receipts and payments account, and a statement of assets and liabilities instead of a statement of accounts under section 132(1). An audit is not required due to the gross income and assets not being exceeded, but an independent examination is carried out as the charity's income exceeds £25,000 pa. This offers some independent assurance that the charity's money has been properly accounted for and accounting records kept.



**Cuckoo Meadow Pre-School**  
**Statement of Assets and Liabilities**  
**as at 31st August 2024**

**Current account - Santander**

Bank statement at this date	31/08/2024	33,926.94
Less: outstanding cheques	-	0.00
	Total	<u>0.00</u>
Plus: outstanding deposits	-	0.00
	Total	<u>0.00</u>
Reconciled bank balance		<b>33,926.94</b>

**Deposit account - Santander**

Bank statement at this date	31/08/2024	<b>63,981.46</b>
Less: outstanding payments	-	0.00
Plus: outstanding deposits	-	0.00
Reconciled bank balance		<b>63,981.46 *</b>
<b>* 6 months running costs &amp; redundancy packages</b>		


**Petty Cash**


Cash book balance	31/08/2024	<b>582.71</b>
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TOTAL FUNDS HELD - as at 31st August 2024	<b>98,491.11</b>
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All funds held are unrestricted and available to be applied in furtherance of Cuckoo Meadow Pre-School's charitable objectives at the discretion of the Trustees.

Signed on behalf of the Trustees

  
 Ruth Moate  
 Chair

  
 Carla Nightingale  
 Treasurer



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

Cuckoo Meadow Pre School

On accounts for the year  
ended

31 August 2024

Charity no  
(if any)

1077815

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2024.

Responsibilities and  
basis of report

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

Independent  
examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

*Julie Masefield*

Date:

03/06/2025

Name:

Julie Masefield

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

The Association of Chartered Certified Accountants

Address:

Kingsey Cottage, Down Street, Dummer, Hampshire RG25 2AD



Only complete if the examiner needs to highlight material 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.

None