



Trustees' Annual Report for the period

	Period start date				Period end date		
From	Day 01	Month 09	Year 2024	To	Day 31	Month 08	Year 2024

Section A Reference and administration details

Charity name	Phoenix Pre-School
Other names charity is known by	
Registered charity number (if any)	1080867
Charity's principal address	c/o Riders Infant School Kingsclere Avenue Leigh Park, Havant Postcode PO9 4RY

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	Katie Yates	Chairperson		
2	Vicky Osgood	Treasurer		
3	Jade Long	Secretary		
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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 (eg. trust deed, constitution)	The charity is governed by constitution
How the charity is constituted (eg. trust, association, company)	
Trustee selection methods (eg. appointed by, elected by)	Its committee is run by parents. Trustees are elected at a Annual General Meeting

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • 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. 	<p>The charity is run under the Pre-School Learning Alliance guidelines and is Ofsted inspected. There is a child protection policy in place. Criminal Record Bureau checks are carried out prior to commencement of employment or trusteeship. All trustees and staff are on the DBS update service</p>
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Section C Objectives and activities

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

To enhance the development and education of children below statutory school age, by encouraging parents to understand and provide for the needs of their children through community groups and by:-

- Offering appropriate play facilities and training courses.

Encouraging the study of the needs of such children and their families.

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)

Additional details of objectives and activities (Optional information)

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

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

Summary of the main achievements of the charity during the year

The Pre-School continues to be a popular choice for the local parents, and we are highly subscribed. Our funds are mainly government funding, we endeavour to keep costs to our parents minimal, with the introduction of the new government funding we are able to implement our aims . Our main costs remain staffing and building costs. We aim to keep higher than recommended ratio of staff to children due to the high level of Special Needs Children the setting support.

Section E Financial review

Brief statement of the charity's policy on reserves

The trustees recommend that the pre-school always has funds in the bank reserves to cover one term's expenditure

Details of any funds materially in deficit

Further financial review details (Optional information)

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

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

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)

K. Yates

Full name(s)

Katie Yates

Position (eg Secretary, Chair, etc)

Chairperson

Date

28.06.2025

PHOENIX PRE-SCHOOL - Charity no. 1080867
Financial report for year end 31st August 2024

	2024		2023
	£		£
RECEIPTS			
Fees	2,071		3,331
Funding	242,643		242,482
Interest	134		49
Dinner money	6,785		1,369
Events	1,297		1,284
Other (lunch & uniform)	844		75
	<u>253,774</u>		<u>248,590</u>
PAYMENTS			
Staff costs	201,910		160,648
Premises	27,906		16,472
Subscriptions OFSTED	50		50
Course/TRAINING	4,940		4,591
Insurance	1,070		1,062
Consumables + clothing	361		356
Lunches/Food Vouchers	5,980		4,484
Equipment/Toys	12,096		12,279
Events	2,983		172
Travel	-		375
Administration/bank charges/photocopier/stationery	1,874		3,545
Phone	3,479		2,317
Craft,Glue etc	-		-
Miscellaneous Expenses	1,989		5,134
	<u>264,638</u>	<u>264,638</u>	<u>211,485</u>
(DEFICIT)/SURPLUS		(10,864)	37105

Represented By:

Opening Balance 165,281

Closing Balance 154,417

(10,864)

I certify that these accounts have been prepared from books, records, receipts and explanations provided to me and accurately reflect the Pre-School's activities over the period concerned.

V Morris

Veronica Morris
30/06/2024

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INDEPENDENT EXAMINER'S REPORT

To the Management Committee of Phoenix Pre-School

We report on the financial statements for the year ended 31st August 2024

Respective responsibilities of the Management Committee and Independent Examiner

The Management Committee is responsible for the initial preparation of the financial statements. These are checked and all transactions are verified by us. It is our responsibility to form an independent opinion and to report our opinion to you. Our examination includes a review of the accounting records, consideration of any unusual items or disclosures in the accounts and seeking explanations concerning any such matters.

Independent Examiner's Statement

In connection with our examination, no matter has come to our attention, which gives us reasonable cause to believe that accounting requirements have been met and enabled us to reach a proper understanding of all transactions.

V Morris

V Morris & Co

26/06/2024