



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01.09.2024	Month 09	Year 2024		Day 31	Month 08	Year 2025

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		
	Vicky Osgood	Treasurer		2
	Jade Long	Secretary		3
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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
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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	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
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)

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.
- Offer Apprenticeships when they become available.
- Offer workplace experiences and support to young students from our local secondary schools and students who are working towards a recognised qualification.

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.

Section D

Achievements and performance

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, the setting also pay into a reserve account should there ever be future redundancies.

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

This year we were lucky to have been chosen by our local Tesco to be involved in the "blue token scheme". The programme enables shoppers to vote for projects they think most deserve funding.

This year we were given £1000.00 to go towards our outside area, which some has already been spent on two large planters for the children to grow vegetables. This project is still ongoing and will be completed by July 2026

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

13.04.2026



Phoenix Pre School

Kingsclere Avenue, Leigh Park, Havant, Hampshire PO9 4RY
023 9249 8500

PHOENIX PRE-SCHOOL – Charity No. 1080867 Financial report for yearend 31st August 2025

RECEIPTS	2025	TOTAL	2024	TOTAL
	£		£	
Fees	1757.91		2,071	
Funding	288,497.28		242,643	
Interest			134	
Dinner money	4479.14		6,785	
Events	1796.28		1,297	
Other (uniform)			844	253,774.
		296530.61		
PAYMENTS				
Staff costs	157,053.06		201,910	
DWP	1261.48			
PAYE	13,377.62			
PENSION	8626.94	180319.10		
XMAS CLUB	27,545.00			
Speech and Language Therapist	2178.00			
Premises	26,484.47		27,906	
Subscription OFSTED	50.00		50	
Course/Training	66.00		4,940	
Insurance	1445.71		1,070	
Uniform	327.46		361	
Lunches/ food vouchers	4274.28		5,980	
	323.93			
Equipment/Toys	9029.57		12,096	
Events	2314.83		2,983	
Travel	269.32		-	
Admin/bank charges/photocopier/stationery	1402.71		1,874	
Phone	1684.03		3,479	
Miscellaneous Expenses	13852.63		1,989	264,638.
Consumables	909.59			
Petty Cash	457.85			
Fundraising Account	115.00			
Reserve Account	1200.00			
		93930.38		
(DEFICIT)/SURPLUS	22,281.13		(10,864)	

Morris & Co External Examiners & Auditors

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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 2025

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.

R. Morris

V Morris & Co

27.04.2026