

Charity registration number: 1084456

Hawley Pre School

Annual Report and Financial Statements
for the Year Ended 31 August 2024

Hawley Pre School
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Hawley Pre School

Reference and Administrative Details

Chairman

Martin Stone

Other Officers

Vicky Orlik, - Treasurer

Debbie Pompei, - Secretary

Mandy Quinn, - Committee Member

Caitlin McEniry, - Committee Member

Rob Bullen, - Committee Member

Danielle Beardsley, - Committee Member

Charity Registration Number

1084456

Principal Office

Holy Trinity Hall
Fernhill Road
Blackwater
Camberley
Surrey
GU17 9BN

Independent Examiner

AIMs Accountants for Business
Twitchen
Odiham Road
Riseley
Berks
RG7 1SD

Bankers

HSBC
Farnborough
30 Pricesmead Shopping Centre
Farnborough
Hampshire
Surrey
GU14 6YB

Hawley Pre School

Trustee's Annual Report for the year to 31st August 2024

- 1 This report covers the period from 1st September 2023 to 31st August 2024.
- 2 Hawley Pre-school is a registered Charity run by a Parents' Committee. Committee members have equal responsibilities as Trustees of the Charity.
- 3 The Committee is the employing body, having legal responsibility for the Pre-school.
- 4 The role of the staff is to care for the children, to manage the sessions, and to implement and carry out the work that helps the pre-school achieve its overall purpose, which is to enhance the development and education of children over the age of two years and under statutory school age, in a parent-involving, community-based body.
- 5 The Pre-school Supervisor is responsible for day-to-day operation and ensuring that the staff are adequately qualified and briefed.
- 6 The latest OfSTED inspection was undertaken in May 2022. The setting was found to be **GOOD**.
- 7 In the year ending August 31st, 2024, income was £104,858 (**last year £112,423**). Outgoings were £108,453 (**£125,022**). On 31st August 2024, we had £45,862 in the current bank account, £82,183 in the reserve account, and a further £8,473 in the Asset renewal account. Total assets were £136,519 (**last year £140,113 on 31st August 2023**).
- 8 This year we have invested £2,000 in tuition and study fees to help our staff to gain recognised NVQ level 3 qualifications.
- 9 We also spent £600 on staff training for 1st aid and Safeguarding.
- 10 Staff were awarded a pay rise in April 2024. The Government decision to raise the Living Wage by 20% over the last 2 years has meant we had to reduce staff session hours and limit rises to higher qualified staff to keep this pay rise affordable.
- 11 The Gross wages bill was £81,534 (**last year £95,402**).
- 12 Hire of Holy Trinity Hall was our second highest continuing cost, at £11,640.
- 13 Together, wages and hall hire amounted to 86% of our expenditure, the same as last year.
- 14 Our principal income stream is the children's session fees. 3- and 4-year-old children are funded for up to 5 sessions (15 hours) a week from the term following their third birthday (funding comes from the Government and the hourly rate is determined and paid by Hampshire County Council (HCC)). A further 15 hours, at the same funding rate, is available if parents fall within financial criteria set by the Government.
- 15 Some 2-year- old children qualify for funding. Despite loud noises from Government about the enhanced funding offer for 2-year-olds, we have not yet seen an increase in numbers for that age group.
- 16 Overall, funding for sessions from HCC was £82,383 (**£86,150**).
- 17 Income from parents' fees was £15,651 (**£23,265**) This category has dropped by 60% in 2 years.
- 18 In the year under review, we spent £1500 on children's entertainment, including the annual day trip.
- 19 We used £2000 of fundraising income to purchase some new equipment. We will replace equipment in the current year as deemed necessary.
- 20 We believe that our setting is of value to the local community and helps to provide a suitable environment for the children to learn and play.
- 21 Fundraising and donations brought in £3800 this year and our thanks go to all who helped raise this amount, and to those who donated.

Hawley Pre School

- 22 The staff put in many hours preparing for sessions and ensuring we keep up to date with the many changes to standards, and the requirements of governing bodies.
- 23 1 staff left our employment in July 2024. We recruited to fill this vacancy from September 2024. We have 10 staff on the payroll (8 practitioners, 1 Admin manager and 1 x setup)
- 24 In the year of this report, our practitioners were qualified to, or being funded by the Pre-school to gain, a minimum of NVQ early Years Educator Level 3.
- 25 Our thanks go to the staff for their commitment to the Pre-school.
- 26 The Pre-school is required to operate within the guidelines of a set Constitution, overseen by the Pre-school Learning Alliance and the Charity Commission.
- 27 We also follow the requirements of OfSTED.
- 28 The Committee, each of whom is a Trustee of the Charity, is made up of volunteer parents and co-opted volunteers.
- 29 And finally, the Staff and the Committee thank all the parents for choosing Hawley Pre-school, and for entrusting us to look after their children.

This report is presented by the Trustees of The Hawley Memorial Hall Pre-school Charity.

Martin Stone (Chairman)

Vicky Sylvester (Treasurer)

Debbie Pompei (Secretary)

Other Trustees/Committee members for the period of this report were;

Caitlin McEniry, Danielle Beardsley, Rob Bullen and, co-opted, Mandy Quinn (Pre-school Supervisor)

(MS October 2024. Trustee Annual Report 2024. Annual Reports.)

Hawley Pre School

Statement of Financial Activities for the Year Ended 31 August 2024

Year to 31 August 2024

	Note	Unrestricted funds £	Total 2024 £
Income and Endowments from:			
Donations and legacies		82,383	82,383
Other trading activities		18,904	18,904
Investment income		1,768	1,768
Total income		103,055	103,055
Expenditure on:			
Raising funds		(6,743)	(6,743)
Charitable activities		(102,835)	(102,835)
Total expenditure		(109,578)	(109,578)
Net expenditure		(6,523)	(6,523)
Net movement in funds		(6,523)	(6,523)
Reconciliation of funds			
Total funds brought forward		141,789	141,789
Total funds carried forward		135,266	135,266

The notes on pages 7 to 9 form an integral part of these financial statements.

Hawley Pre School

Statement of Financial Activities for the Year Ended 31 August 2024 (continued)

Year to 31st August 2023

	Note	Unrestricted funds £	Total 2023 £
Income and Endowments from:			
Donations and legacies		85,879	85,879
Other trading activities		25,842	25,842
Investment income		844	844
Total income		112,565	112,565
Expenditure on:			
Raising funds		(7,101)	(7,101)
Charitable activities		(116,949)	(116,949)
Total expenditure		(124,050)	(124,050)
Net expenditure		(11,485)	(11,485)
Net movement in funds		(11,485)	(11,485)
Reconciliation of funds			
Total funds brought forward		153,275	153,275
Total funds carried forward		141,790	141,790

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2023 is shown in note .

The notes on pages 7 to 9 form an integral part of these financial statements.

Hawley Pre School
(Registration number: 1084456)
Balance Sheet as at 31 August 2024

	Note	2024 £	2023 £
Current assets			
Debtors		-	1,400
Cash at bank and in hand		136,536	140,470
		<hr/> 136,536	<hr/> 141,870
Creditors: Amounts falling due within one year		<hr/> (1,270)	<hr/> (80)
Net assets		<hr/> 135,266	<hr/> 141,790
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		135,266	141,790
Total funds		<hr/> 135,266	<hr/> 141,790

The financial statements on pages 4 to 9 were approved by the trustees, and authorised for issue on 25 October 2024 and signed on their behalf by:

Martin Stone

.....
Martin Stone
Chairman

Vicky Sylvester

.....
Vicky Orlik
Other officer

The notes on pages 7 to 9 form an integral part of these financial statements.
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Hawley Pre School

Notes to the Financial Statements for the Year Ended 31 August 2024

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Hawley Pre School meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Hawley Pre School

Notes to the Financial Statements for the Year Ended 31 August 2024 (continued)

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Hawley Pre School

Notes to the Financial Statements for the Year Ended 31 August 2024 (continued)

2 Taxation

The charity is a registered charity and is therefore exempt from taxation.

3 Related party transactions

Hawley Pre School

Detailed Statement of Financial Activities for the Year Ended 31 August 2024

	Total 2024 £	Total 2023 £
Income and Endowments from:		
Donations and legacies (analysed below)	82,383	85,879
Other trading activities (analysed below)	18,904	25,842
Investment income (analysed below)	1,768	844
Total income	<u>103,055</u>	<u>112,565</u>
Expenditure on:		
Raising funds (analysed below)	(6,743)	(7,101)
Charitable activities (analysed below)	<u>(102,835)</u>	<u>(116,949)</u>
Total expenditure	<u>(109,578)</u>	<u>(124,050)</u>
Net expenditure	<u>(6,523)</u>	<u>(11,485)</u>
Net movement in funds	(6,523)	(11,485)
Reconciliation of funds		
Total funds brought forward	<u>141,789</u>	<u>153,275</u>
Total funds carried forward	<u>135,266</u>	<u>141,790</u>

This page does not form part of the statutory financial statements.

Hawley Pre School

Detailed Statement of Financial Activities for the Year Ended 31 August 2024 (continued)

	Total 2024 £	Total 2023 £
<i>Donations and legacies</i>		
UK Government grants	82,383	85,879
	82,383	85,879
<i>Other trading activities</i>		
Sales of purchased goods	171	315
Fundraising	1,951	1,719
Fees and supplies	-	(1)
Fees and supplies	16,782	23,809
	18,904	25,842
<i>Investment income</i>		
Interest on cash deposits	1,768	844
	1,768	844
<i>Raising funds</i>		
Fundraising costs	(349)	-
Purchases	(6,394)	(7,101)
	(6,743)	(7,101)
<i>Charitable activities</i>		
Wages and salaries	(81,259)	(92,276)
Staff pensions (Defined contribution) - pension scheme 1	(923)	(2,568)
Staff training	(2,015)	(4,677)
Rent	(11,640)	(11,640)
Insurance	(1,037)	(976)
Repairs and maintenance	(550)	-
Telephone and fax	(457)	(533)
Computer software and maintenance costs	(87)	(402)
Trade subscriptions	(815)	(238)
Charitable donations	-	255
Staff entertaining (allowable for tax)	(326)	-
Accountancy fees	(2,498)	(2,378)
Legal and professional fees	(158)	-
Trade subscriptions	(213)	-
Office expenses	(269)	(1,444)
Sundry expenses	(514)	-
Bank charges	(74)	(72)

This page does not form part of the statutory financial statements.

Hawley Pre School

Detailed Statement of Financial Activities for the Year Ended 31 August 2024 (continued)

Total 2024 £	Total 2023 £
(102,835)	(116,949)

This page does not form part of the statutory financial statements.
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Independent Examiner's Report to the trustees of Hawley Pre School

I report to the trustees on my examination of the accounts of Hawley Pre School for the year ended 31 August 2024.

Responsibilities and basis of report

As the charity trustees of Hawley Pre School 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 Hawley Pre School'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.

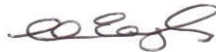
Independent examiner's statement

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

1. accounting records were not kept in respect of Hawley Pre School as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting 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.

.....
AIMs Accountants for Business



Twitchen
Odiham Road
Riseley
Berks
RG7 1SD

24 October 2024

Hawley Pre School

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on 25 October 2024 and signed on its behalf by:

Martin Stone

.....
Martin Stone
Chairman

Vicky Sylvester

.....
Vicky Orlik
Other officer

Signature Certificate

Reference number: XGMHN-FG9FC-65IPM-UP3LD

Signer

Timestamp

Signature

Martin Stone

Email: mstone1048@hotmail.com

Sent:

13 Nov 2024 11:18:54 UTC

Viewed:

13 Nov 2024 15:16:18 UTC

Signed:

16 Nov 2024 09:36:28 UTC

Martin Stone

Recipient Verification:

✓ Email verified

13 Nov 2024 15:16:18 UTC

IP address: 89.37.175.98

Location: London, United Kingdom

Vicky Sylvester

Email: vixcsylvester@gmail.com

Sent:

13 Nov 2024 11:18:54 UTC

Viewed:

14 Nov 2024 17:47:51 UTC

Signed:

18 Nov 2024 12:40:25 UTC

Vicky Sylvester

Recipient Verification:

✓ Email verified

14 Nov 2024 17:47:51 UTC

IP address: 90.216.77.167

Location: Sandhurst, United Kingdom

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