

Charity registration number: 1084456

# Hawley Pre School

Annual Report and Financial Statements  
for the Year Ended 31 August 2025

**Hawley Pre School**  
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## **Hawley Pre School**

### **Reference and Administrative Details**

#### **Chairman**

Martin Stone

#### **Other Officers**

Vicky Sylvester, - Treasurer

Debbie Pompei, - Secretary

Mandy Quinn, - Committee Member

Caitlin McEniry, - Committee Member

Rob Bullen, - Committee Member

Danielle Beardsley, - Committee Member

Holly Andrews, - 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 2025

- 1 This report covers the period from 1<sup>st</sup> September 2024 to 31<sup>st</sup> August 2025.
- 2 Hawley Pre-school is a registered Charity(1084456) 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 ensures that the staff are adequately qualified and briefed.
- 6 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. We thank them for their endeavors.
- 7 The latest OfSTED inspection was undertaken in May 2022. The setting was found to be **GOOD**.
- 8 In the year ending August 31st, 2025, income was £169,915 (last year £104,858). Outgoings were £137,616 (£108,453).
- 9 On 31<sup>st</sup> August 2025, we had £76,508 in the current bank account, £89,681 in the reserve account, and a further £2,611 in the asset renewal account. Total assets were £168,800 (£136,519)
- 10 We spent £800 on staff training for 1<sup>st</sup> aid and Safeguarding.
- 11 Staff were awarded a pay rise of 7.5% in April 2025.
- 12 The Gross wages bill was £98,721 (£81,534).
- 13 Hire of Holy Trinity Hall was our second highest outgoing at £14,932.
- 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.
- 16 We had a considerable increase in the number of sessions taken up by children, which accounts for the large increase in income.
- 17 Overall, funding for sessions from HCC was £150,069 (£82,383).
- 18 Income from parents' fees was £13,092 (£15,651) This category has dropped by 60% in 3 years.
- 19 Fundraising and donations brought in £3945 and our thanks go to all who helped raise this amount, and to those who donated.
- 20 In the year under review, we spent £5500 on children's entertainment, including the annual day trip.
- 21 We used £2000 of fundraising income to purchase some new equipment. We will replace equipment in the current year as deemed necessary.
- 22 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.

## Hawley Pre School

### Trustee's Annual Report for the year to 31st August 2025

- 23 1 member of staff left our employment in December 2024.
- 24 We recruited 3 x staff. At the end of August 2025, we have 12 staff on the payroll (10 practitioners, 1 Admin manager and 1 x setup)
- 25 One member of staff has been on maternity leave since February 2025.
- 26 In the year of this report, practitioners were qualified to, or being funded by the Pre-school to gain, a minimum of NVQ Early Years Educator Level 3.
- 27 Our thanks go to the staff for their commitment to the Pre-school.
- 28 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.
- 29 We also follow the requirements of OfSTED.
- 30 The Committee, each of whom is a Trustee of the Charity, is made up of volunteer parents and co-opted volunteers.
- 31 We welcomed one parent as a new member of the Committee.
- 32 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*                      2025-11-24

*Vicky Sylvester*                      2025-11-26

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  
Holly Andrews  
Mandy Quinn

## Hawley Pre School

### Statement of Financial Activities for the Year Ended 31 August 2025

Year to 31 August 2025

	Note	Unrestricted funds £	Total 2025 £
<b>Income and Endowments from:</b>			
Donations and legacies		150,179	150,179
Other trading activities		18,082	18,082
Investment income		1,636	1,636
Total income		169,897	169,897
<b>Expenditure on:</b>			
Raising funds		(9,603)	(9,603)
Charitable activities		(124,738)	(124,738)
Total expenditure		(134,341)	(134,341)
Net income		35,556	35,556
Net movement in funds		35,556	35,556
<b>Reconciliation of funds</b>			
Total funds brought forward		135,266	135,266
Total funds carried forward		170,822	170,822

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 2025 (continued)

Year to 31st August 2024

	Note	Unrestricted funds £	Total 2024 £
<b>Income and Endowments from:</b>			
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
<b>Expenditure on:</b>			
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)
<b>Reconciliation of funds</b>			
Total funds brought forward		141,789	141,789
Total funds carried forward		135,266	135,266

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

The funds breakdown for 2024 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 2025**

	Note	2025 £	2024 £
<b>Current assets</b>			
Debtors		2,638	-
Cash at bank and in hand		168,802	136,536
		171,440	136,536
<b>Creditors: Amounts falling due within one year</b>		(618)	(1,270)
<b>Net assets</b>		170,822	135,266
<b>Funds of the charity:</b>			
<b>Unrestricted income funds</b>			
Unrestricted funds		170,822	135,266
<b>Total funds</b>		170,822	135,266

The financial statements on pages 4 to 9 were approved by the trustees, and authorised for issue on 7 November 2025 and signed on their behalf by:

*Martin Stone*  
.....  
Martin Stone  
Chairman

*Vicky Sylvester*  
.....  
Vicky Orlik  
Other officer



# **Hawley Pre School**

## **Notes to the Financial Statements for the Year Ended 31 August 2025**

### **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.

#### ***Donations and legacies***

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

#### ***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.

## **Hawley Pre School**

### **Notes to the Financial Statements for the Year Ended 31 August 2025 (continued)**

#### ***Raising funds***

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

#### ***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.

## **Hawley Pre School**

### **Notes to the Financial Statements for the Year Ended 31 August 2025 (continued)**

#### **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.

#### **2 Taxation**

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

## Hawley Pre School

### Detailed Statement of Financial Activities for the Year Ended 31 August 2025

	Total 2025 £	Total 2024 £
<b>Income and Endowments from:</b>		
Donations and legacies (analysed below)	150,179	82,383
Other trading activities (analysed below)	18,082	18,904
Investment income (analysed below)	1,636	1,768
Total income	169,897	103,055
<b>Expenditure on:</b>		
Raising funds (analysed below)	(9,603)	(6,743)
Charitable activities (analysed below)	(124,738)	(102,835)
Total expenditure	(134,341)	(109,578)
Net income/(expenditure)	35,556	(6,523)
Net movement in funds	35,556	(6,523)
<b>Reconciliation of funds</b>		
Total funds brought forward	135,266	141,789
Total funds carried forward	170,822	135,266

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 2025 (continued)

	Total 2025 £	Total 2024 £
<b><i>Donations and legacies</i></b>		
Appeals and donations	110	-
UK Government grants	150,069	82,383
	150,179	82,383
<b><i>Other trading activities</i></b>		
Sales of purchased goods	3,098	171
Fundraising	1,605	1,951
Fees and supplies	13,379	16,782
	18,082	18,904
<b><i>Investment income</i></b>		
Interest on cash deposits	1,636	1,768
	1,636	1,768
<b><i>Raising funds</i></b>		
Fundraising costs	-	(349)
Purchases	(9,603)	(6,394)
	(9,603)	(6,743)
<b><i>Charitable activities</i></b>		
Wages and salaries	(97,535)	(81,259)
Staff pensions (Defined contribution) - pension scheme 1	(1,343)	(923)
Staff training	(805)	(2,015)
Rent	(14,933)	(11,640)
Insurance	(1,050)	(1,037)
Repairs and maintenance	-	(550)
Telephone and fax	(388)	(457)
Computer software and maintenance costs	(1,866)	(87)
Trade subscriptions	(492)	(815)
Staff entertaining (allowable for tax)	-	(326)
Accountancy fees	(2,618)	(2,498)
Legal and professional fees	(240)	(158)
Trade subscriptions	-	(213)
Office expenses	(1,341)	(269)
Sundry expenses	(2,051)	(514)
Bank charges	(76)	(74)
	(124,738)	(102,835)

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

## Hawley Pre School

### 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 2025.

#### 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

7 November 2025

## 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 7 November 2025 and signed on its behalf by:

*Martin Stone*

.....  
Martin Stone  
Chairman

*Vicky Sylvester*

.....  
Vicky Orlik  
Other officer

# CERTIFICATE *of* SIGNATURE

REF. NUMBER  
**RIYQG-5CIYT-4OHVG-B8DXA**

DOCUMENT COMPLETED BY ALL PARTIES ON  
**26 NOV 2025 22:51:39**  
UTC

## SIGNER

**MARTIN STONE**

EMAIL  
**MSTONE1048@HOTMAIL.COM**

## TIMESTAMP

SENT  
**25 NOV 2025 12:15:19**

VIEWED  
**25 NOV 2025 17:10:12**

SIGNED  
**25 NOV 2025 17:11:25**

## SIGNATURE

*Martin Stone*

IP ADDRESS  
**185.242.82.119**

LOCATION  
**CITY OF LONDON, UNITED KINGDOM**

## RECIPIENT VERIFICATION

EMAIL VERIFIED  
**25 NOV 2025 17:10:12**

**VICKY SYLVESTER**

EMAIL  
**VIXCSYLVESTER@GMAIL.COM**

SENT  
**25 NOV 2025 12:15:19**

VIEWED  
**26 NOV 2025 22:51:11**

SIGNED  
**26 NOV 2025 22:51:39**

*Vicky Sylvester*

IP ADDRESS  
**90.216.77.167**

LOCATION  
**WEYBRIDGE, UNITED KINGDOM**

## RECIPIENT VERIFICATION

EMAIL VERIFIED  
**26 NOV 2025 22:51:11**

