



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
St Joseph's Pre-School

No (if any)  
1089094

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01-Sep-24

To

Period end date  
31-Aug-25

### Section A Receipts and payments

| Unrestricted funds | Restricted funds | Endowment funds  | Total funds      | Last year        |
|--------------------|------------------|------------------|------------------|------------------|
| to the nearest £   | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ |

#### A1 Receipts

|                                                    |                |              |          |                |                |
|----------------------------------------------------|----------------|--------------|----------|----------------|----------------|
| Nursery Education Funding (Free for 3&4)           | 66,826         | -            | -        | 66,826         | 98,579         |
| Nursery Education Funding (New for 2)              | 32,251         | -            | -        | 32,251         | 10,275         |
| Other payments from Gloucestershire County Council | 3,148          | -            | -        | 3,148          | 3,092          |
| Children's fees                                    | 20,002         | -            | -        | 20,002         | 26,764         |
| Grants                                             | -              | 500          | -        | 500            | 500            |
| Fundraising                                        | 357            | 812          | -        | 1,168          | 1,891          |
| Donations                                          | 34             | -            | -        | 34             | 37             |
| Interest on deposit account                        | 1,041          | -            | -        | 1,041          | 834            |
| Other receipts                                     | 100            | -            | -        | 100            | 833            |
| <b>Sub total (Gross income for AR)</b>             | <b>123,759</b> | <b>1,312</b> | <b>-</b> | <b>125,070</b> | <b>142,805</b> |

#### A2 Asset and investment sales, (see table).

|                  |          |          |          |          |          |
|------------------|----------|----------|----------|----------|----------|
|                  | -        | -        | -        | -        |          |
|                  | -        | -        | -        | -        | -        |
| <b>Sub total</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>-</b> |

|                       |                |              |          |                |                |
|-----------------------|----------------|--------------|----------|----------------|----------------|
| <b>Total receipts</b> | <b>123,759</b> | <b>1,312</b> | <b>-</b> | <b>125,070</b> | <b>142,805</b> |
|-----------------------|----------------|--------------|----------|----------------|----------------|

#### A3 Payments

|                                       |        |    |  |        |        |
|---------------------------------------|--------|----|--|--------|--------|
| Payment to staff                      | 89,774 | -  |  | 89,774 | 78,540 |
| HMRC (Tax and NI payments)            | -      | -  |  | -      | 610    |
| Staff pension : employer contribution | 871    | -  |  | 871    | 1,060  |
| Training costs/course fees            | 532    | -  |  | 532    | 1,149  |
| Premises (rent, heat etc)             | 11,922 | 90 |  | 12,012 | 15,347 |

|                                |                |            |          |                |                |
|--------------------------------|----------------|------------|----------|----------------|----------------|
| Subscriptions                  | 1,660          | -          |          | 1,660          | 1,366          |
| Insurance                      | 722            | -          |          | 722            | 628            |
| Administration (post, tel etc) | 255            | -          |          | 255            | 375            |
| Payroll service                | 734            | -          |          | 734            | 600            |
| Consumables (paint, paper etc) | 1,618          | -          |          | 1,618          | 1,297          |
| Equipment (toys, books etc)    | 1,711          | 310        |          | 2,020          | 3,455          |
| Fundraising costs              | -              | -          |          | -              | 62             |
| Other expenditure              | -              | -          |          | -              | -              |
| <b>Sub total</b>               | <b>109,798</b> | <b>400</b> | <b>-</b> | <b>110,198</b> | <b>103,267</b> |

|                                                       |          |          |          |          |          |
|-------------------------------------------------------|----------|----------|----------|----------|----------|
| <b>A4 Asset and investment purchases, (see table)</b> |          |          |          |          |          |
|                                                       | -        | -        | -        | -        |          |
|                                                       | -        | -        | -        | -        |          |
| <b>Sub total</b>                                      | <b>-</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>-</b> |

|                       |                |            |          |                |                |
|-----------------------|----------------|------------|----------|----------------|----------------|
| <b>Total payments</b> | <b>109,798</b> | <b>400</b> | <b>-</b> | <b>110,198</b> | <b>103,267</b> |
|-----------------------|----------------|------------|----------|----------------|----------------|

|                                    |                |            |          |                |                |
|------------------------------------|----------------|------------|----------|----------------|----------------|
| <b>Net of receipts/(payments)</b>  | <b>13,960</b>  | <b>912</b> | <b>-</b> | <b>14,872</b>  | <b>39,537</b>  |
| <b>A5 Transfers between funds</b>  | <b>-</b>       | <b>-</b>   | <b>-</b> | <b>-</b>       | <b>-</b>       |
| <b>A6 Cash funds last year end</b> | <b>114,410</b> | <b>-</b>   | <b>-</b> | <b>114,410</b> | <b>74,872</b>  |
| <b>Cash funds this year end</b>    | <b>128,370</b> | <b>912</b> | <b>-</b> | <b>129,282</b> | <b>114,410</b> |

## Section B Statement of assets and liabilities at the end of the period

| Categories               | Details                                                | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|--------------------------|--------------------------------------------------------|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds            | Current Account - HSBC                                 | 68,501                             | 912                              | -                               |
|                          | Reserves Account - HSBC                                | 59,374                             |                                  | -                               |
|                          | Reserves Account - Dudley BS                           | 250                                |                                  |                                 |
|                          | PayPal                                                 | 144                                |                                  |                                 |
|                          | Petty Cash                                             | 101                                |                                  | -                               |
|                          | <b>Total cash funds</b>                                | <b>128,370</b>                     | <b>912</b>                       | <b>-</b>                        |
|                          | (agree balances with receipts and payments account(s)) | OK                                 | OK                               | OK                              |
|                          |                                                        | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
| B2 Other monetary assets | Details                                                |                                    |                                  |                                 |
|                          | Prepayment of Tapestry Subscription                    | 178                                | -                                | -                               |
|                          |                                                        |                                    | -                                | -                               |
|                          |                                                        |                                    | -                                | -                               |
|                          |                                                        |                                    | -                                | -                               |
|                          |                                                        | -                                  | -                                | -                               |
|                          |                                                        | -                                  | -                                | -                               |
| B3 Investment assets     | Details                                                | Fund to which asset belongs        | Cost (optional)                  | Current value (optional)        |
|                          |                                                        |                                    | -                                | -                               |
|                          |                                                        |                                    | -                                | -                               |
|                          |                                                        |                                    | -                                | -                               |

|  |  |   |   |
|--|--|---|---|
|  |  | - | - |
|  |  | - | - |

## B4 Assets retained for the charity's own use

| Details                             | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-------------------------------------|-----------------------------|-----------------|--------------------------|
| Prepayment of Tapestry Subscription | Unrestricted                | 178             | 178                      |
|                                     |                             | -               | -                        |
|                                     |                             | -               | -                        |
|                                     |                             | -               | -                        |
|                                     |                             | -               | -                        |
|                                     |                             | -               | -                        |
|                                     |                             | -               | -                        |
|                                     |                             | -               | -                        |
|                                     |                             | -               | -                        |

## B5 Liabilities

| Details                                          | Fund to which liability relates | Amount due (optional) | When due (optional) |
|--------------------------------------------------|---------------------------------|-----------------------|---------------------|
| Deposits held to hold places                     | Unrestricted                    | 265                   | Within next year    |
| Deposits held to hold places                     | Unrestricted                    | 55                    | Beyond next year    |
| Deferred Income (EYPP/DAF Funding not yet spent) | Unrestricted                    | 2,413                 | Within next year    |
| Accrued Expenses                                 | Unrestricted                    | -                     | Within next year    |
| Pension/NI Payable                               | Unrestricted                    | -                     | Within next year    |

Signed by one or two trustees on behalf of all the trustees

| Signature      | Print Name              | Date of approval |
|----------------|-------------------------|------------------|
| Anna Hitchings | Anna Hitchings - Chair  | 06/10/2025       |
| L Farrer       | Leah Farrer - Treasurer | 06/10/2025       |



## Trustees' Annual Report for the period

**From** 1 September 2024  
**To** 31 August 2025

**Period start date**  
**Period end date**

**Charity name:** St Joseph's Pre-school

**Charity registration number:** 1089094

## Objectives and Activities

|                                                                                                                                                                      | SORP reference     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the purposes of the charity as set out in its governing document                                                                                          | Para 1.17          | <p>To enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of the children through community groups and by:</p> <ul style="list-style-type: none"><li>(a) offering appropriate play facilities and training courses, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children, regardless of race, culture, religion, disability or means;</li><li>(b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;</li><li>(c) instigating and adhering to and furthering the aim of Gloucestershire PATA.</li></ul> <p>In planning our activities for the year the management committee keep in mind the Charity Commission's guidance on public benefit at all meetings.</p> |
| 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 | <p>To advance education for the public benefit by the provision of a pre-school for children aged 2 to 4 living in the Stroud Valley.</p> <p>To achieve this and our objects, we undertake the following activities by:</p> <ul style="list-style-type: none"><li>- providing children's places for pre-school activities;</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

|                                                                                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|------------------------------------------------------------------------------------------------------------------------------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                              |           | <ul style="list-style-type: none"> <li>- managing, supporting, developing and paying staff;</li> <li>- ensuring applications of government nursery grants, fundraising and researching other grants initiatives;</li> <li>- ensuring Ofsted, Gloucestershire County Council and 'Free for 3s and 4s' compliance;</li> <li>- fulfilment of obligations with regards to Disadvantaged 2 year old funding (when applicable) and Working Parents 2 year old funding.</li> <li>- conformity to requirements with regards to 9 to 23 month old funding.</li> <li>- compliance to requirements with regards to Disability Access Funding and Early Years Pupil Premium;</li> <li>- registered provider for 30 hours free childcare;</li> <li>- involving community and parents in group activities.</li> </ul> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | All members of the Pre-school's Management Committee have due regard to the guidance issued by the Charity Commission on public benefit, and take this into consideration in the ongoing management of the provision of the Pre-school's services.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

|                                                                  | SORP reference |                |
|------------------------------------------------------------------|----------------|----------------|
| Policy on grant making                                           | Para 1.38      | Not applicable |
| Policy on social investment including program related investment | Para 1.38      | Not applicable |
| Contribution made by volunteers                                  | Para 1.38      | Not applicable |
| Other                                                            |                | Not applicable |

## 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      | <p><i>Sept 2024 to July 2025:</i></p> <ul style="list-style-type: none"> <li>- September 2024 had 25 children registered and by July 2025 this had increased to 32 children;</li> <li>- Throughout the year children learnt about festivals around the world through activities (eg. at Chinese New Year they made crafts and sampled cultural food)</li> <li>- Staffing during the year: <ul style="list-style-type: none"> <li>o 1 x Bank Staff retired;</li> <li>o 1 x Bank Staff member recruited – non qualified (10 month contract);</li> <li>o an early years qualified lady acted as Room Leader one day/week whilst Lead Practitioner on maternity leave.</li> <li>o Recruitment of EY 1:1 practitioner</li> </ul> </li> <li>- Staff (predominantly Early Years) participated in a number of training courses throughout the year. The team have completed: <ul style="list-style-type: none"> <li>o Safer internet training;</li> <li>o Operation Encompass – Key Adult Training;</li> </ul> </li> <li>- The Treasury Administrator undertook training on the following: <ul style="list-style-type: none"> <li>o ACAS webinar: Employment Rights Bill;</li> <li>o ACT for education;</li> <li>o Online safety in early years;</li> <li>o Operation Encompass – Key Adult Training;</li> <li>o Attended webinar(s) re Simpler Recycling.</li> </ul> </li> <li>- All new Committee members completed Safeguarding Training (Level 1), as per DfE “Keeping Children Safe in Education”.</li> <li>- The DSL attended regular DSL support hub meetings run by Gloucestershire Safeguarding Children Partnership.</li> <li>- Staff wages rose by 6.7% from 1 April 2025, ensuring that they are either in line or above (dependent on qualifications/knowledge) the National Living Wage.</li> <li>- A range of policies and procedures were systematically reviewed and updated as necessary.</li> <li>- Information about the Pre-school uploaded on its page within the</li> </ul> |

|  |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|--|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  |  | <p>Primary's School's website reviewed termly for accuracy.</p> <ul style="list-style-type: none"> <li>- Information held by PATA updated.</li> <li>- Information held on Charity Commission website with regards to Trustees and Contacts updated.</li> <li>- Pre-school's Single Central Record updated and regularly reviewed/monitored for accuracy.</li> <li>- Pre-school's Enrolment Pack and associated documents were reviewed and updated as necessary.</li> <li>- Pre-school participated in fundraising events organised by St Joseph's Primary School's PTA. Plus the setting ran a number of "stand alone" events during the year.</li> <li>- Continuing with relationship/collaboration with the Headteacher and staff at St Joseph's Catholic Primary School (which is now part of an Academy).</li> <li>- During the summer term for 2025, the children due to start at the St Joseph's Catholic Primary School attended the school.</li> <li>- Continuing relationship/collaboration with staff at St Joseph's Nympsfield Out of School Club.</li> <li>- Treasurer continues to endeavour to facilitate a working relationship with St Joseph's Catholic Primary School's Business Manager.</li> <li>- Treasurer continues to ensure there is timely cross communication with the Treasurer of St Joseph's Nympsfield Out of School Club</li> </ul> |
|--|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

#### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|--------------------------------------------------------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Achievements against objectives set                          | Para 1.41 | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Performance of fundraising activities against objectives set | Para 1.41 | <p>Our objectives are to raise at least 50% of funds required for projects via fundraising activities. The outside area is the key project for this year (albeit now on hold pending confirmation from School re outside space). Identified costs at present for this include a fence, a shed and some storage. This is expected to total approximately £1,500 and to date we have raised £1,311.50 specifically towards the</p> |



|                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                           |           | garden space. We have carried out some minor improvements and purchased some equipment (£399.50) but the remainder is on hold subject to confirmation with School regarding outside space.                                                                                                                                                                                                                                                                                    |
| Investment performance against objectives | Para 1.41 | We have set an objective to ensure that our cash balances in any one bank are less than £85,000 and that our reserves are held in a separate bank and remain within the agreed reserves corridor, but ideally between the required reserves and the upper limit of the corridor. Following the opening of a third bank account (to hold our reserves) this has been achieved. A transfer will take place in early September once the Dudley Building Society is fully opened. |
| Other                                     |           | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

## Financial Review

|                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|--------------------------------------------------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Review of the charity's financial position at the end of the period            | Para 1.21 | The financial position at the end of the period is set out in the Balance Sheet and Statement of Profit and Loss.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | <p>The management committee aim to hold reserves of at least:</p> <ul style="list-style-type: none"> <li>- One funding term's running costs plus exit costs; currently £49,000</li> </ul> <p>The management committee have agreed that to provide working capital in periods of low activity and income and to provide funds for future expansion the Pre-School will aim to maintain their reserves between a corridor of:</p> <ul style="list-style-type: none"> <li>- 90% or £44,100 and</li> <li>- 110% or £53,900</li> </ul> <p>To ensure the security of organisational funds and compliance with the Financial Services Compensation Scheme (FSCS) limit of £85,000 per institution, St Joseph's Pre-school will maintain a separate reserves account with a banking institution that is not affiliated or part of the same banking group as its primary operational bank. The existing savings account will be used for everyday reserves or surplus, including from fundraising.</p> |

|                                                                                  |           |                                                                                                |
|----------------------------------------------------------------------------------|-----------|------------------------------------------------------------------------------------------------|
| Amount of reserves held                                                          | Para 1.22 | <b>£59,624.07</b> (£53,900 in terms of reserves and £5,724.07 in terms of accessible reserves) |
| Reasons for holding zero reserves                                                | Para 1.22 | Not applicable                                                                                 |
| Details of fund materially in deficit                                            | Para 1.24 | Not applicable                                                                                 |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | Not applicable                                                                                 |

### 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 | <p>Principal sources of funds:</p> <ul style="list-style-type: none"> <li>- nursery grant from Gloucestershire County Council covering Working Parents 9 to 23 month old funding, Disadvantaged 2 year olds (where applicable), Working Parents 2 Year old funding, and 3 and 4 year olds;</li> <li>- Early Years Pupil Premium from Gloucestershire County Council for eligible 2, 3 and 4 year olds. Monies spent to assist the eligible child on a termly basis.</li> <li>- fees paid by parents for children under nursery grant age or for hours over nursery grant 15 hours per week;</li> </ul> <p>Additional sources of funding:</p> <ul style="list-style-type: none"> <li>- Disability Access Fund grant from Gloucestershire County Council, applied for when applicable.</li> <li>- Education, Health and Care Plan (EHCP) payments from Gloucestershire County Council, applied for where applicable.</li> <li>- fees paid by parents for children who attend extra sessions over and above what is on the register;</li> <li>- fees paid by parents for children who attend early morning sessions, in addition to normal pre-school sessions;</li> <li>- fees paid by parents of children who are late collecting their child from the setting – as outlined in the relevant policy;</li> <li>- hold at least two fundraising events a year;</li> <li>- half-termly cake raffle event.</li> <li>- Funds raised have been used towards improving our outside space, including: <ul style="list-style-type: none"> <li>o garden maintenance</li> <li>o garden storage</li> </ul> </li> </ul> |
|----------------------------------------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                 |           |                                                                                                                                                                                                                                                                                                                                 |
|---------------------------------------------------------------------------------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | Not applicable                                                                                                                                                                                                                                                                                                                  |
| A description of the principal risks facing the charity                         | Para 1.46 | The Pre-school's Management Committee have assessed the major risks to which the Pre-school is exposed, in particular those related to the operations and finances of the Pre-school. The Management Committee are satisfied that systems and procedures are in place to mitigate the Pre-school's exposure to the major risks. |
| Other                                                                           |           | Not applicable                                                                                                                                                                                                                                                                                                                  |

## Structure, Governance and Management

|                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Description of charity's trusts:                                                                                                                                          |           | Constitution                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Type of governing document<br>(trust deed, royal charter)                                                                                                                 | Para 1.25 | Constitution                                                                                                                                                                                                                                                                                                                                                                                                                               |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)                                                                                                  | Para 1.25 | Charitable Association                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 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 | <b>As per the Constitution</b><br>The Pre-school's Committee invites parents of children (Family Members) attending St Joseph's Pre-School to volunteer and welcomes parents of children who have left the Pre-school (Extra Members) to volunteer onto the Committee. If they wish to undertake the role of Chair, Treasurer or Secretary then they have to be proposed and seconded by an existing member of the Pre-school's Committee. |

### 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 | Introductory Trustee Guide written with regards to the induction and training of trustees. Also, associated job descriptions for Officers (Chair, Treasurer and Secretary) written. All signed off by Committee, March 2015 and June 2015 respectively. All included within St Joseph's Preschool's policies and procedures files and used to assist the induction and training of new trustees. Updated during 2020 in line with the proposed revised Constitution. Reviewed on an annual basis. |
|----------------------------------------------------------------------------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | <p>The Pre-school's organisational structure is detailed in its "Trustees Guide".</p> <p>Information about "any wider network with which the charity works" is <b>not applicable</b>.</p>                                                                                                                                                                                                                                                                                                                                     |
| Relationship with any related parties                                                     | Para 1.51 | <p>The Pre-school has a working relationship with St Joseph's Catholic Primary School, liaising with the Head Teacher and the School Business Manager.</p> <p>In addition, the Pre-school has a working relationship with St Joseph's Nympsfield Out of School Club. With the majority of the Pre-school's staff also being permanent employees of the Out of School Club.</p> <p>The Pre-school works hard at keeping in contact with the Primary School's PTA, occasionally being involved in their fundraising events.</p> |
| Other                                                                                     |           | Not applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

## Reference and Administrative details

|                             |                                                                                                               |
|-----------------------------|---------------------------------------------------------------------------------------------------------------|
| Charity name                | St Joseph's Pre-school                                                                                        |
| Other name the charity uses |                                                                                                               |
| Registered charity number   | 1089094                                                                                                       |
| Charity's principal address | c/o St Joseph's Catholic Primary School<br>Front Street<br>Nympsfield<br>Stonehouse, Gloucestershire GL10 3TY |
|                             |                                                                                                               |

## 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  | Anna Hitchings   | Chair           |                                   | Family Member at AGM                                          |
| 2  | Leah Farrer      | Treasurer       |                                   | Extra Member at AGM                                           |
| 3  | Hayley Heaven    | Secretary       |                                   | Family Member at AGM                                          |
| 4  | Gemma Ind        | General Member  |                                   | Extra Member at AGM                                           |
| 5  | Sara Long        | General Member  |                                   | Family Member at AGM                                          |
| 6  | Bethany Wheeler  | General Member  |                                   | Family Member at AGM                                          |
| 7  | Rita O'Dwyer     | General Member  | 18 December 2024                  | Family Member at AGM                                          |
| 8  | Luke Finn-Powers | General Member  |                                   | Extra Member at AGM                                           |
| 9  |                  |                 |                                   |                                                               |
| 10 |                  |                 |                                   |                                                               |

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                                                                               | Not applicable |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | Not applicable |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets                         | Not applicable |

### 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)

|  |
|--|
|  |
|--|

### Exemptions from disclosure

Reason for non-disclosure of key personnel details

No Committee member (ie. Trustee) received remuneration from the charity during 2024-25.

Other optional information

Declarations

The trustees declare that they have approved the trustees’ report above.

Signed on behalf of the charity’s trustees

|                                     |                |             |
|-------------------------------------|----------------|-------------|
| Signature(s)                        | Anna Hitchings | L Farrer    |
| Full name(s)                        | Anna Hitchings | Leah Farrer |
| Position (eg Secretary, Chair, etc) | Chair          | Treasurer   |

Date

06/10/2025



Section A

Independent Examiner's Report

Report to the  
Management Committee

St. Joseph's Pre-School

On accounts for the year  
ended

31 August 2025

Charity no  
(if any)

1089094

Set out on pages

1-2

I report to the Management Committee on my examination of the accounts of the above charity ("the Setting") for the year ended 31 August 2025.

Responsibilities and  
basis of report

As the Setting's Management Committee, 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 Setting'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 to enable a proper understanding of the accounts to be reached.

Signed:

Date:

19 September 2025

Name:

Joseph Simpson

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

Practicing member of Association of Certified Chartered Accounts

Address:

The Willows

Tinkley Lane, Nympsfield

Stonehouse, GL10 3UH

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.**