

# SIR ROBERT GEFFERY'S PRESCHOOL

England & Wales · Charity number 1136886

## Details

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**Status** Registered

**Legal form** Other

**Registered** 2010-07-14

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** School Road  
Landrake  
Cornwall  
PL12 5EA

**Phone** 01752851343

**Email** [srg.preschool@live.co.uk](mailto:srg.preschool@live.co.uk)

**Website** [www.sir-robert-gefferys.cornwall.sch.uk](http://www.sir-robert-gefferys.cornwall.sch.uk)

## Activities

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**Objects:** The aims of the pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:(a) offering appropriate play, education and care facilities, family learning and extended hours groups, 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 whatever their race, culture, religion, means or ability(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(c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

**Activities:** Sir Robert Gefferys Preschool is set on a school site in landrake in cornwall it supports children from the age of 18 months upto school age and supplies a wraparound service for children from the age of 18 monthsup until they go into primary school. It is open from7.45 a.m. to 5.30p.m. five days per week term time only. It is run by a Early Years Professional

## Classification

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- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

## Geography

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- **Area of benefit:** NOT DEFINED. IN PRACTICE CORNWALL.
- Cornwall

## Finances

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| Period end | Income   | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-08-31 | £220,698 | £218,354    | -      | -         |
| 2024-08-31 | £240,197 | £208,636    | -      | -         |
| 2023-08-31 | £202,532 | £217,560    | -      | -         |
| 2022-08-31 | £208,733 | £202,916    | -      | -         |
| 2021-08-31 | £156,057 | £161,782    | -      | -         |

## Trustees

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| Name                  | Role | Appointed  |
|-----------------------|------|------------|
| HAZEL CARTLEDGE-CLAUS |      | 2012-04-08 |
| Sarah Beresford-Webb  |      | 2016-11-08 |
| Sarah Beresford-Webb  |      | 2016-11-08 |
| Traci Wray            |      | 2016-11-08 |

**SIR ROBERT GEFFERY'S PRESCHOOL**

England & Wales - Charity number 1136886

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# Accounts

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**Section A**

**Independent Examiner's Report**

**Report to the trustees**

Sir Robert Geffery's PreSchool

**On accounts for the year  
ended**

31 August 2025

**Charity no  
(if any)**

1136886

**Set out on pages**

3-6

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2025.

**Responsibilities and  
basis of report**

As the charity's trustees, 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 Trust'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

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.

**Signed:**

**Date:**

8/12/2025

**Name:**

Graham Roberts

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

Fellow of the Institute of Chartered Accountants in England and Wales

**Address:**

Blackwell Bate Limited

Brunel Court, 122 Fore Street, Saltash, PL12 6JW

**Section B**

**Disclosure**

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.**

No issues to report.

**Registered Charity Number - 1136886**

**UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 AUGUST 2025  
FOR  
SIR ROBERT GEFFERY'S PRE-SCHOOL**

**SIR ROBERT GEFFERY'S PRE-SCHOOL  
CHARITY INFORMATION  
FOR THE YEAR ENDED 31ST AUGUST 2025**

**Charity Number - 1136886**

**Trustees**                    S Beresford-Webb  
                                      T Wray  
                                      H Cartledge-Claus

**Registered office**        School Road  
                                      Landrake  
                                      Cornwall  
                                      PL12 5EA

**Accountant**                Blackwell Bate Limited  
                                      Brunel Court  
                                      122 Fore Street  
                                      Saltash  
                                      Cornwall  
                                      PL12 6JW

**SIR ROBERT GEFFERY'S PRE-SCHOOL  
RECEIPTS AND PAYMENTS ACCOUNT  
FOR THE YEAR ENDED 31ST AUGUST 2025**

**Charity Number - 1136886**

|                                   | <b>Unrestricted Funds<br/>2025</b> |                | <b>Unrestricted Funds<br/>2024</b> |                |
|-----------------------------------|------------------------------------|----------------|------------------------------------|----------------|
|                                   | <b>£</b>                           | <b>£</b>       | <b>£</b>                           | <b>£</b>       |
| <b>Receipts</b>                   |                                    |                |                                    |                |
| Funding                           | 164,336                            |                | 147,011                            |                |
| Fees                              | 53,784                             |                | 88,375                             |                |
| Trip fees                         | 1,628                              |                | 773                                |                |
| Fundraising activities & sundries | 428                                |                | 3,416                              |                |
| Other income                      | 287                                |                | 369                                |                |
| Bank Interest                     | 235                                |                | 253                                |                |
| <b>Total Receipts</b>             |                                    | <b>220,698</b> |                                    | <b>240,197</b> |
| <b>Payments</b>                   |                                    |                |                                    |                |
| Staff wages                       | 179,687                            |                | 172,203                            |                |
| Rent                              | 6,800                              |                | 6,800                              |                |
| Trips, resources & equipment      | 7,201                              |                | 4,871                              |                |
| Petty cash & shopping             | 3,552                              |                | 3,265                              |                |
| Administration costs & sundries   | 422                                |                | 628                                |                |
| Building & security costs         | 4,858                              |                | 2,751                              |                |
| Insurance and registration fees   | 2,165                              |                | 1,447                              |                |
| Telephone                         | 1,196                              |                | 882                                |                |
| Training                          | 111                                |                | 519                                |                |
| Pension costs                     | 10,423                             |                | 11,551                             |                |
| Bank Fees                         | 67                                 |                | 65                                 |                |
| Accountancy                       | 1,872                              |                | 3,654                              |                |
|                                   |                                    | <b>218,354</b> |                                    | <b>208,636</b> |
| <b>Net of receipts/(payments)</b> |                                    | <b>2,344</b>   |                                    | <b>31,561</b>  |
| <b>Cash funds brought forward</b> |                                    |                |                                    |                |
| Community account                 | 55,838                             |                | 24,531                             |                |
| Money management 1                | -                                  |                | -                                  |                |
| Money management 2                | 13,169                             |                | 12,915                             |                |
| Petty cash                        | -                                  |                | -                                  |                |
|                                   |                                    | <b>69,007</b>  |                                    | <b>37,446</b>  |
| Movement in funds this year       |                                    | <b>2,344</b>   |                                    | <b>31,561</b>  |
| <b>Cash funds carried forward</b> |                                    | <b>71,351</b>  |                                    | <b>69,007</b>  |

**SIR ROBERT GEFFERY'S PRE-SCHOOL  
STATEMENT OF ASSETS AND LIABILITIES  
AS AT 31ST AUGUST 2025**

|                         | 2025 |               | 2024 |               |
|-------------------------|------|---------------|------|---------------|
|                         | £    | £             | £    | £             |
| <b>Cash funds</b>       |      |               |      |               |
| Community account       |      | 57,948        |      | 55,838        |
| Money management 2      |      | 13,403        |      | 13,169        |
| <b>Total Cash Funds</b> |      | <b>71,351</b> |      | <b>69,007</b> |

Approved by the Board of Trustees on..... 6/4/25.....

S. Beesford-WEBB

S. BEESFORD-WEBB

Print Name

[Signature]

[Signature]

Print Name

**Sir Robert Geoffrey's Pre-School**  
**School Road, Landrake, Saltash, Cornwall, PL12 5EA**

Date: 20 October 2025

To:

Blackwell Bate Limited  
Brunel Court  
122 Fore Street  
Saltash  
Cornwall  
PL12 6JW

Dear Sirs,

**Letter of Representation**

I confirm that the following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience (and, where appropriate, of inspection of the supporting documentation) sufficient to satisfy myself that I can properly make each of the following representations to you in connection with your work on the financial statements of the charity for the period ended 31 August 2025.

1. The trustees consider that an audit was not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination was required.
2. I acknowledge as trustee my responsibility for the financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial period. These have been prepared in accordance with the Charities SORP (FRS102) and the Charities Act 2011.
3. All the accounting records have been made available to you and all transactions undertaken by the charity have been properly reflected in those accounting records. All records and related information, including the minutes of the trustees' meetings have been made available to you.
4. I confirm that proper accounting records have been maintained, as required by Part 8 of the Charities Act 2011.
5. I confirm, to the best of my knowledge and belief that there have been no instances of non-compliance or breaches of any laws or regulations which are essential to the activities of the charities business.
6. I am not aware of any pending litigation which may result in a significant loss to the charity.
7. There were no contingent liabilities at the balance sheet date.
8. As trustee, I have considered the financial position of the charity. I am not aware of any material uncertainties or doubts about the ability of the charity to continue as a 'going concern' for the foreseeable future.
9. I confirm that there were no transactions with related parties of the charity or amounts due to or from related parties at the balance sheet date which are required to be disclosed in the financial statements other than those which are detailed in the notes to the financial statements.

10. There have been no events since the balance sheet date which necessitate revision of the figures included in the financial statements or disclosure in the notes to the financial statements.

Yours faithfully,

*S Beresford-Webb*

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Mrs S Beresford-Webb  
Trustee – Sir Robert Geffery's Pre School

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Date

*6/4/25*

## FINANCIAL REPORT 2024 AUGUST TO 2025 AUGUST

This years funding is down by £17,266 this year. Although we were full to capacity we had more 3 year old funded children than younger children. Also wraparound care has reduced considerably in after school club, however breakfast club is busy.

As you can we spent an extra £855 on preschool trips this year also. There the difference of a total of £19,499 reduction income this year.

Staff this year all had an increased in wages unlike the year before when three members of staff did not have an increase in wages and worked nonpaid hours to make up the income and ensure preschool bank balance remained healthier than the year before.

This increase in wages and more resources being purchased this year and increase in rent has raised the outgoing this year by £9,718.00.

This therefore has resulted in a year-end balance of £2,344 rather different from last years of £31,561 ( a large difference of £29,217) on last year and a further difference of a deficit the previous year of £15,028 (2023)

However last year's cash funds carried forward were £69,007 this years are £71,351. The bank balance this year totals £69,007 and last year it was £37,446. Leaving preschool bank balance extremely healthy at the end of August 2025.

Moving forward for next year the income is looking very healthy. Due to 99% of children having 30 hours funding from the age of 18 months onwards. This funding is £5.60 for three year olds, £7.67 per two year old and £10.41 for 18 months. All figures are higher than fees if charged.

## PRESCHOOL REPORT AUGUST 2025

Sir Robert Gefferys Preschool – to support and assist children from the age of 18 months to 4 years through their development and learning within an early years setting in preparation for future learning into Primary Education. We are an inclusive setting ensure every child's achieves to their best ability,

Sir Robert Gefferys Preschool is a member of the Learning Alliance and adheres to the Constitution of the Learning Alliance.

New Trustees and Committee Members are recruited through direct contact with the Preschool with children attending the setting and DBS checks are completed before a member can attend future meetings or support the Charity,

Sir Robert Gefferys has a reserve account which currently stands at £13,169 covering approximately a month's running costs for the setting. This has however been increased by £20,000 in September

The children this year have enjoyed celebrating, Easter, Harvest, Diwali, Christmas and Thanks Giving due to the support of Hazel and Shane and Jericho, thankful for all your support throughout the year. Another successful Leavers Show of Snail and The Whale and a huge thankyou to Val for making the beautiful gifts for each child. As well as all the role play fruits etc Val has made throughout the year for preschool and items for the school Farm.

Thankyou to Jo for continuous fund raising ideas and organising them which have been used to purchase new resources for the setting.

Charlotte has settled in well and has become a very important member of the team, bringing her empathy, calmness and great ideas to the setting.

All members of the team have worked hard and continue to be proactive and passionate about early years and put that bit extra in which results in a welcoming developing setting. We have had very good feedback from outside agencies regarding our practice. The head of the Child Development Centre in Liskeard who is an ex headmaster rates our setting as one the best in the area for Special Needs which is a wonderful accolade to have from someone who has a wealth of knowledge and expertise.

A huge thankyou to Traci and Jo for the continued support and work ethic they both give every day and of course keep me in check and of course support me. THANKYOU.

Looking forward to the next year with a team who work hard, have fun, look out for each other and support each child in a unique and caring way. Thankyou

**SIR ROBERT GEFFERY'S PRESCHOOL**

England & Wales - Charity number 1136886

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# Accounts

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**Section A Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Sir Robert Geffery's PreSchool

**On accounts for the year  
ended**

31 August 2024 **Charity no  
(if any)** 1136886

**Set out on pages**

3 - 6  
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2024.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:** 

**Date:** 5/2/25

**Name:** Graham Roberts

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

Fellow of the Institute of Chartered Accountants in England and Wales

**Address:**

Blackwell Bate Ltd  
Brunel Court, 122 Fore Street  
Saltash, PL12 6JW

**Section B Disclosure**

Only complete if the examiner needs to highlight 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.**

No issues to report.

Registered Charity Number - 1136886

**UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 AUGUST 2024  
FOR  
SIR ROBERT GEFFERY'S PRE-SCHOOL**

**SIR ROBERT GEFFERY'S PRE-SCHOOL  
CHARITY INFORMATION  
FOR THE YEAR ENDED 31ST AUGUST 2024**

**Charity Number - 1136886**

|                          |  |
|--------------------------|--|
| <b>Trustees</b>          | S Beresford-Webb<br>T Wray<br>H Cartledge-Claus  |
| <b>Registered office</b> | School Road<br>Landrake<br>Cornwall<br>PL12 5EA  |
| <b>Accountant</b>        | Blackwell Bate Limited<br>Brunel Court<br>122 Fore Street<br>Saltash<br>Cornwall<br>PL12 6JW |

**SIR ROBERT GEFFERY'S PRE-SCHOOL  
RECEIPTS AND PAYMENTS ACCOUNT  
FOR THE YEAR ENDED 31ST AUGUST 2024**

Charity Number - 1136886

|                                    | Unrestricted Funds<br>2024 |                | Unrestricted Funds<br>2023 |                 |
|------------------------------------|----------------------------|----------------|----------------------------|-----------------|
|                                    | £                          | £              | £                          | £               |
| <b>Receipts</b>                    |                            |                |                            |                 |
| Funding                            | 147,011                    |                | 125,706                    |                 |
| Fees                               | 88,375                     |                | 74,785                     |                 |
| Trip fees                          | 773                        |                | 1,354                      |                 |
| Fundraising activities & sundries  | 3,416                      |                | 10                         |                 |
| Other income                       | 369                        |                | 540                        |                 |
| Bank Interest                      | 253                        |                | 137                        |                 |
| <b>Total Receipts</b>              |                            | <b>240,197</b> |                            | <b>202,532</b>  |
| <b>Payments</b>                    |                            |                |                            |                 |
| Staff wages                        | 172,203                    |                | 175,690                    |                 |
| Rent                               | 6,800                      |                | 7,015                      |                 |
| Trips, resources & equipment       | 4,871                      |                | 11,391                     |                 |
| Petty cash & shopping              | 3,265                      |                | 4,865                      |                 |
| Administration costs & sundries    | 628                        |                | 545                        |                 |
| Building & security costs          | 2,751                      |                | 6,680                      |                 |
| Insurance and registration fees    | 1,447                      |                | 1,311                      |                 |
| Telephone                          | 882                        |                | 571                        |                 |
| Training                           | 519                        |                | 912                        |                 |
| Pension costs                      | 11,551                     |                | 8,338                      |                 |
| Bank Fees                          | 65                         |                | 68                         |                 |
| Accountancy                        | 3,654                      |                | 174                        |                 |
|                                    |                            | <b>208,636</b> |                            | <b>217,560</b>  |
| <b>Net of receipts/(payments)</b>  |                            | <b>31,561</b>  |                            | <b>(15,028)</b> |
| <b>Cash funds brought forward</b>  |                            |                |                            |                 |
| Community account                  | 24,531                     |                | 39,605                     |                 |
| Money management 1                 | -                          |                | 74                         |                 |
| Money management 2                 | 12,915                     |                | 12,778                     |                 |
| Petty cash                         | -                          |                | 17                         |                 |
|                                    |                            | <b>37,446</b>  |                            | <b>52,474</b>   |
| <b>Movement in funds this year</b> |                            | <b>31,561</b>  |                            | <b>(15,028)</b> |
| <b>Cash funds carried forward</b>  |                            | <b>69,007</b>  |                            | <b>37,446</b>   |

**SIR ROBERT GEFFERY'S PRE-SCHOOL  
STATEMENT OF ASSETS AND LIABILITIES  
AS AT 31ST AUGUST 2024**

|                         | 2024   |                      | 2023   |                      |
|-------------------------|--------|----------------------|--------|----------------------|
|                         | £      | £                    | £      | £                    |
| <b>Cash funds</b>       |        |                      |        |                      |
| Community account       | 55,838 |                      | 24,531 |                      |
| Money management 2      | 13,169 |                      | 12,915 |                      |
| <b>Total Cash Funds</b> |        | <u><u>69,007</u></u> |        | <u><u>37,446</u></u> |

Approved by the Board of Trustees on.....21/01/2025

S. Webb

S. Webb  
Print Name

[Signature]

[Signature]  
Print Name

AGM 21<sup>ST</sup> JANUARY 2025

PRESENT: Claire Brown, Mia Watt, Jo Bennett, Traci Wray, Hazel Cartledge and Sarah Webb

Apologies: Kim Hawkings

No Committee Members Stood Down

Previous Minutes of last year signed and dated by H. Cartledge (Chair)

Preschool Report 2024

Sir Robert Geffery's Preschool – To support and assist children from the age of 18 months to 4 years through their development and learning within an early years setting in preparation for the future learning in to Primary Education.

Sir Robert Geffery's Preschool is a member of the Learning Alliance and adheres to the Constitution of the Learning Alliance.

New Trustees and Committee Members are recruited through direct contact with the Preschool with children attending the setting and DB5 checks are completed before a member can attend future meetings or support the Charity.

Sir Robert Geffery has a reserve account which currently stands at £12,915.00 covering approximately a months running costs of the setting.

The children enjoyed celebrating Harvest, Christingle, and Easter with Hazel. Thankyou Hazel for your continued support throughout the year again this year. Fitting us in to your busy schedule is so kind and supportive. The summer show of Chicken Licken went well, and the Porfell Animal Park, Summer Trip was well attended and a great success.

Many great fundraising activities were organised by Jo last year. Rock To Recovery came in for a physical sponsorship challenge and the money raised was given to Rock to Recovery linking it in with all our Military Family children. Clothes and Toys sale was organised too, there was a Christmas and Summer Bake Off which were both a great success and the cakes were then sold to parents and children alike. Again, summer and Christmas raffles and Teddy Tombola's at the Fayres were a great success and Christmas Bags and also Easter Bonnet Competition, Guess how many eggs in a jar at Easter and two successful visits from Concept Photos. Many thanks Jo for organising.

We sadly saw Billie move onto pastures new in the Summer but welcome a new member of staff Charlotte who is fully qualified Level 3 and worked in Early Years for many years. Charlotte's children have both attended preschool and she has said she is so pleased she chose Sir Robert Geffery's as their early years setting for their children as it is everything, she wanted it to be from being a parent with a child at the setting and now a member of staff.

Laura has achieved her Level 3 and is just waiting for the end point of assessment. We have yet again a good team who through the last year have worked together to get through the difficult time of financial uncertainty. As previously stated at the end of last year reduced hours and non-paid hours were put in place immediately and it has helped to support the ongoing growth of preschool. Thank you to the team and the committee for all your support through the last year.

## FINANCIAL REPORT 2024 AUGUST 2023 TO AUGUST 2024

This year's funding is considerably up by £21,305 and fee income is up by £13,590. So a total raised income of £34,895.00 last year. Which is fantastic; this is due to the 2 Year Funding coming in in April 2024. Many of our children received this (15 Hours Per week). The funding was higher than the fees and then as numbers increased considerably throughout the year and the additional charge for sundries on each child's session has also brought extra income into the setting. A great idea put forward by Jo. Both I, Traci and Jo worked non paid hours and between us have taken up the cleaning of the setting. Many thanks to you both for supporting this. We are now going to get the setting deep cleaned every term to keep on top of the hygiene. Ann-Marie, Laura and Lisa all reduced their hours for a period and Lisa has remained on a four day per week.

Fundraising and sundries income was a huge amount of £3416.00 so with the increase of the fees and funding income an increase of £38,311. This has resulted in a year-end balance of £31,561 rather than a deficit of (£15,028) as in last years end of year accounts.

As you can see accounts are very healthy which is vital to increase wages again in April for all staff this time due to the National Minimum Wage going up again in April 2025. This in turn will see the fee charges increase in line with the RPI percentage increase ensuring that we do not end up in a deficit at the end of the next financial year.

**Sir Robert Geffery's Pre-School AGM**  
**Tuesday 21<sup>st</sup> January 2025**  
**The Chairperson's Report**

Another good year at the Sir Robert Geffery's Pre-School. The parents I have had contact with give nothing but glowing reports of their child's care within the setting.

**The Staff**

Our Pre-School is so blessed with incredibly resilient, creative staff members who continue to put the children first every day.

There is often some comings and goings on a staff team and the Pre-School team has dealt with the year's fluctuations exceptionally well remaining consistent throughout.

I feel so proud of the Pre-School staff, they are so adaptable and caring and I know that they are very much appreciated by the parents for all they do.

**The Finances**

The Pre-School is financially stable with huge thanks to Sarah for keeping the books balanced. The rest of the team have also played their part working frugally and smartly to retain their high standard in the current 'cost of living' environment. There have also been some wonderful fundraising initiatives which have boosted the finances.

**Looking Ahead**

The future intake is looking very healthy with almost all the pre-school places filled. We look forward to another fun-filled year.

Many, many thanks to Sarah, Traci, JoJo, Anne-Marie, Laura, Lisa and Charlotte and for all the amazing work they do. A big thank you to the committee members without whom the Pre-School could not function in the way it does.

**Hazel Cartledge**

**SIR ROBERT GEFFERY'S PRESCHOOL**

England & Wales - Charity number 1136886

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# Accounts

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Registered Charity Number - 1136886

**UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 AUGUST 2023  
FOR  
SIR ROBERT GEFFERY'S PRE-SCHOOL**

**SIR ROBERT GEFFERY'S PRE-SCHOOL  
CHARITY INFORMATION  
FOR THE YEAR ENDED 31ST AUGUST 2023**

**Charity Number - 1136886**

**Trustees**            S Beresford-Webb  
                              T Wray  
                              H Cartledge-Claus

**Registered office**    School Road  
                              Landrake  
                              Cornwall  
                              PL12 5EA

**SIR ROBERT GEFERY'S PRE-SCHOOL  
RECEIPTS AND PAYMENTS ACCOUNT  
FOR THE YEAR ENDED 31ST AUGUST 2023**

Charlty Number - 1136886

|                                   | Unrestricted Funds<br>2023 |                | Unrestricted Funds<br>2022 |                |
|-----------------------------------|----------------------------|----------------|----------------------------|----------------|
|                                   | £                          | £              | £                          | £              |
| <b>Receipts</b>                   |                            |                |                            |                |
| Funding                           | 125,706                    |                | 120,089                    |                |
| Fees                              | 74,785                     |                | 74,636                     |                |
| Trip fees                         | 1,354                      |                | 595                        |                |
| Fundraising activities & sundries | 10                         |                | 908                        |                |
| Other income                      | 540                        |                | 12,500                     |                |
| Bank Interest                     | 137                        |                | 5                          |                |
| <b>Total Receipts</b>             |                            | <b>202,532</b> |                            | <b>208,733</b> |
| <b>Payments</b>                   |                            |                |                            |                |
| Staff wages                       | 175,690                    |                | 161,722                    |                |
| Rent                              | 7,015                      |                | 4,153                      |                |
| Trips, resources & equipment      | 11,391                     |                | 12,472                     |                |
| Petty cash & shopping             | 4,865                      |                | 3,965                      |                |
| Administration costs & sundries   | 545                        |                | 534                        |                |
| Building & security costs         | 6,680                      |                | 9,509                      |                |
| Insurance and registration fees   | 1,311                      |                | 1,222                      |                |
| Telephone                         | 571                        |                | 562                        |                |
| Training                          | 912                        |                | 360                        |                |
| Pension costs                     | 8,338                      |                | 7,044                      |                |
| Payroll costs                     | -                          |                | 432                        |                |
| Bank Fees                         | 68                         |                | 41                         |                |
| Accountancy                       | 174                        |                | 900                        |                |
|                                   |                            | <b>217,560</b> |                            | <b>202,916</b> |
| <b>Net of receipts/(payments)</b> |                            | <b>15,028</b>  |                            | <b>5,817</b>   |
| <b>Cash funds brought forward</b> |                            |                |                            |                |
| Community account                 | 24,531                     |                | 39,605                     |                |
| Money management 1                | -                          |                | 74                         |                |
| Money management 2                | 12,915                     |                | 12,778                     |                |
| Petty cash                        | -                          |                | 17                         |                |
|                                   |                            | <b>37,446</b>  |                            | <b>52,474</b>  |
| Movement in funds this year       |                            | <b>15,028</b>  |                            | <b>5,817</b>   |
| <b>Cash funds carried forward</b> |                            | <b>37,446</b>  |                            | <b>52,474</b>  |

**SIR ROBERT GEFFERY'S PRE-SCHOOL  
STATEMENT OF ASSETS AND LIABILITIES  
AS AT 31ST AUGUST 2023**

|                         | 2023   |                      | 2022      |                      |
|-------------------------|--------|----------------------|-----------|----------------------|
|                         | £      | £                    | £         | £                    |
| <b>Cash funds</b>       |        |                      |           |                      |
| Community account       | 24,531 |                      | 39,605    |                      |
| Money management 1      | -      |                      | 74        |                      |
| Money management 2      | 12,915 |                      | 12,778    |                      |
| Petty cash              | -      |                      | <u>17</u> |                      |
| <b>Total Cash Funds</b> |        | <u><u>37,446</u></u> |           | <u><u>52,474</u></u> |

Approved by the Board of Trustees on... 24/01/2024

S. Beesford-Webb

[Signature]

S. BEESFORD-WEBB

[Signature]

Print Name

Print Name



Section A

Independent Examiner's Report

Report to the trustees

SIR ROBERT GEFFERY'S PRE SCHOOL

On accounts for the year ended

31 AUGUST 2023

Charity no  
(if any)

1136886

Set out on pages

1-7

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2023.

Responsibilities and basis of report

As the charity's trustees, 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 Trust'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 (other than that disclosed below \*) 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

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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

25/11/2024

Name:

GRAHAM ROBERTS

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

FCA - ICAEW

Address:

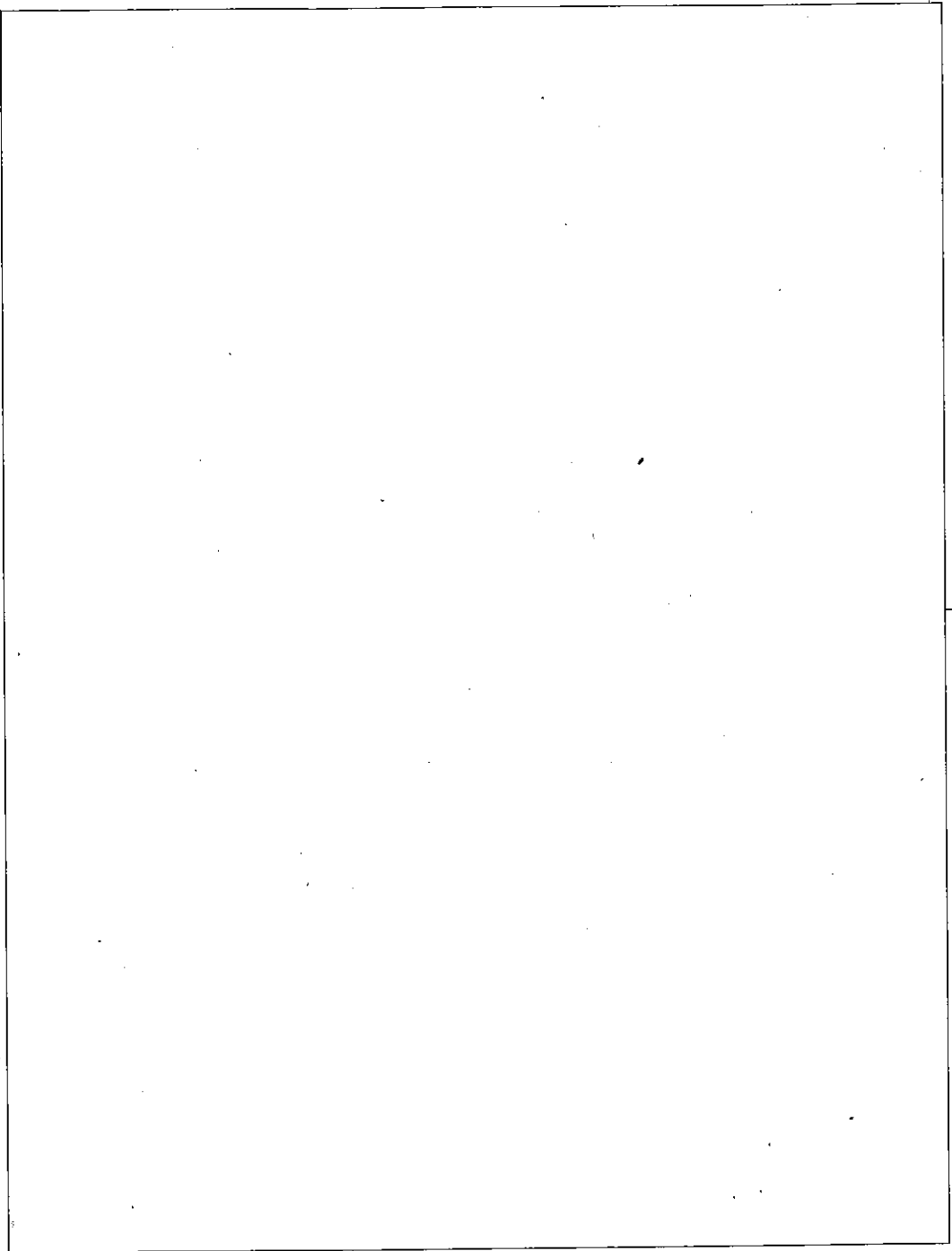
BLACKWELL BATE LIMITED,

BRUNEL COURT, 122 FORE STREET, SALTASH, CORNWALL

PL12 6JW

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.**



## AGM JANUARY 2024

### Preschool Report

Sir Robert Gefferys Preschool – To support and assist children from the age of 18 months to 4 years in their development and learning in order to be prepared for school.

Sir Robert Gefferys Preschool is a member of the Early Learning Alliance and adheres to the Constitution of the Learning Alliance.

New Trustees and Committee members are recruited through direct contact with the Preschool with children attending the setting and DBS checks are completed before a member can attend future meetings or support the Charity.

The children have enjoyed Harvest and Christingle with Hazel (thankyou for continued support throughout the years) and the end of year summer show was a great success again with parents picking up the younger children earlier in the day. It was very well attended with parents/grandparents and siblings. (monkey puzzle show)

The harvest was a great success, and we were able to purchase bulbs for the Coombe Woods Regeneration Project from donations. £42.00 donations in total. This year again Concept Photography came in.

At Christmas the Music Makers and father Christmas came to our Christmas Party which again was very well attended.

In March another successful Parents/Grandparents week where they came in and spent time playing and reading to the children. Many good response to this from parents who work away a lot and don't get to come into the setting.

Easter celebrations £50.00 was raised and given to Live Wire in Saltash. (Easter egg hunt and Easter Bonnet competition.

Children attended a visit to the theatre Royal to see Zog in May.  
Crown competition and Kings Coronation Bake Off (thankyou to Stuart for doing all the flyers)

We lost three apprentices and gained two members of staff unqualified. One has since left through illness and end of contract and the other Laura has stayed and is training for a Level 3 in early years.

We have worked very hard since our Ofsted Inspection last year and have brought the setting back upto Good in all areas. Not to be published until 30 days.

## FINANCIAL REPORT

This year funding is slightly up by £5,617. Income of fees last year were £74,636 and this year £74,785 so a very slight increase of £149.00.

Fundraising and other income totals £640 this year opposed to £13,408. This huge figure from last year included the £12,500 from the apprentice scheme from having three apprentices.

This year due to losing them all and employing non apprentices and having to pay a higher hourly rate (wage) staff costs have increased by £15,262 (this does include pensions costs also). This is our deficit for the year (current £15028.00)

This has resulted in accounts ending in a deficit of £15,028 . Cash total funds stand at £37,446.

The reserve account is holding £12,915 in line with the reserve policy attached to cover one months running costs.

Fees were increased again this year and will have to be increased prior to the April increase in the National Minimum Wage in April 2024.

It has been an expensive year this year to support the number of children we had with special needs and the volume of children but this in turn has resulted in higher staffing costs which has now left a deficit which we need to recoup during the year ahead.

We have already put in place non paid working hours for three members of staff and other members of staff have reduced hours at present. In order to recoup the monies.

## **Sir Robert Geffery Pre-School AGM**

**Tuesday 23rd January 2024**

### **The Chairperson's Report**

Another preschool year comes to a close. As always the staff have worked incredibly hard to create a wonderful, playful, learning environment for the children. Whenever I go into the preschool I see so many happy little faces and busy little hands. Outside of the preschool I hear so many positive comments from parents it makes me very proud to be chairperson.

#### **The Staff**

We are so thankful for all the staff members who make it possible through planning, attention to detail and enthusiasm to have this beautiful environment.

#### **The Finances**

An enormous thank you to Sarah who keeps all the books in order.

#### **The Future**

These are difficult times for everybody and the preschool is no exception there may be changes ahead and tough decisions to make.

Whatever the challenges are for the general running of the preschool I know that the Pre-School will continue to be committed to giving its children the best possible start of their school life.

## **Sir Robert Geffery Pre-School AGM**

**Tuesday 23rd January 2024**

### **The Chairperson's Report**

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We are so thankful for all the staff members who make it possible through planning, attention to detail and enthusiasm to have this beautiful environment.

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An enormous thank you to Sarah who keeps all the books in order.

#### **The Future**

These are difficult times for everybody and the preschool is no exception there may be changes ahead and tough decisions to make.

Whatever the challenges are for the general running of the preschool I know that the Pre-School will continue to be committed to giving its children the best possible start of their school life.

**SIR ROBERT GEFFERY'S PRESCHOOL**

England & Wales - Charity number 1136886

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# Accounts

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## AGM 2<sup>nd</sup> DECEMBER 2021

Started the year off with a lovely Harvest Festival in the setting (due to covid) thankyou Hazel again, the children made hedgehogs. A few parents attended (with masks) which was lovely. Father Christmas came via the smartboard, a great success, repeating it again this year.

We took on three lovely apprentices on Mia, Morgan and Charlotte who have proven their worth and who are working very hard from April 2021, Kyleigh left in the Summer term and Keira sadly left in September. We have now employed Lisa Jones and Billy Anne Badham who have settled into their new roles well. Lisa is a Level 3 practitioner and Billy is training towards her Level 3.

We had a visit from the Easter Bunny via an App this time, extremely successful.

We organised a summer trip to Dartmoor Zoo which was very successful, and everyone kept safe.

We have adapted well during COVID and are still ensuring as best we can the safety of the children. We have had only one child and adult case, fingers crossed this will remain. Both wraparound cares have picked up a little bit, however it is mainly preschool children who attend.

The staff have been wonderful particularly during the summer term when it was extremely busy and we were a staff member down. The apprentices stepped up to the plate as did all staff. A great team. Our team changed again in the September with Keira leaving and Billy and Lisa joining, a great team is moving forward for the next year.

A huge thankyou to all the new team and a huge thankyou to Traci, Jo Jo and Ann-Marie for hanging in their during the summer months.

## FINANCIAL REPORT

We have received £4,500 from the Apprentice funding scheme and will be due another £4,500 plus £3000 due from another apprentice scheme.

We are however in deficit by £5,725. Funding is down £2,904 and fees are up by £9,163. However trips and resources are up by £6,375, new laptop and ipads have been purchased this year and of course resources for the children. We have spent money on the train garden, £400.00 was raised for the train garden so some of that cost was covered. Staff wages reduced by £4943 due to running with just 5 staff.

Balance in the bank £46,657 rather than £52,382 last year and £12,772.00 in the reserve account.

Wraparound is busier but mainly preschool children which involves having three members of staff on site for this period and potentially four when required. However, we are extremely busy and only have a few sessions available from now and will only lose 17 children next September. I think that is unheard of this time of year to be so busy, we have hit the ground running and I think will need to employ another member of staff when the apprentices complete their course in July, will keep you posted.

**Sir Robert Geffery's Pre-School AGM**

**Tuesday 30<sup>th</sup> November 2021**

**The Chairperson's Report**

The challenges of the 2020 Spring and Summer terms, due to Covid 19, continued as the Pre-School opened to the children in Autumn 2020. It is sad that at this unpredictable time we have had to modify and change our behaviour which, of course, affects both children and parents as they seek to integrate and build relationships.

**The Staff**

Our Pre-School is so blessed with incredibly resilient, creative staff members who have done their utmost to overcome all the obstacles the current climate has presented them with throughout the year. Whenever I have visited the setting the children have been happy and content.

The setting has had the privilege of welcoming three new apprentices Mia, Morgan and Charlotte who have settled in well to the life of the Pre-School.

Sadly, one of the Pre-School's original apprentices, Keira, has moved on to further her career. We wish her well and it is good to know that the skills she learned and honed at Pre-School have given her a wonderful foundation for her future

Kyleigh also moved on from the Pre-School during the year, she has been replaced by Lisa Jones and Billie Anne Badham who are proving to be an asset to the school.

I feel so proud of the Pre-School staff, they are so adaptable and caring and I know that they are very much appreciated by the parents for all they do.

**The Finances**

The Pre-School is financially stable with huge thanks to Sarah for keeping the books balanced.

**Looking Ahead**

It continues to be difficult to know what the future holds but I know the Pre-School will carry on prioritising the children offering them a strong, stable, consistent, and fun beginning to their school journey.

Many, many thanks to Sarah, Traci, JoJo, Anne-Marie and for all the amazing work they do. A big thank you to the committee members without whom the Pre-School could not function in the way it does.

Hazel Cartledge-Claus

**Sir Robert Geffery's Pre-School AGM**

**Tuesday 30<sup>th</sup> November 2021**

**Agenda**

1. Apologies for absence
2. Minutes of the last meeting
3. The Chairperson's Report
4. The Manager's Report
5. The Finance Report
6. Standing down of 20/21 committee

**Sir Robert Geffery's Pre-School**

**Tuesday 30<sup>th</sup> November 2021**

1. Appointment of new committee
2. Notice of confidentiality
3. Next meeting date

**Registered Charity Number - 1136886**

**UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 AUGUST 2021  
FOR  
SIR ROBERT GEFFERY'S PRE-SCHOOL**

**SIR ROBERT GEFFERY'S PRE-SCHOOL  
RECEIPTS AND PAYMENTS ACCOUNT  
FOR THE YEAR ENDED 31ST AUGUST 2021**

Charlty Number - 1136886

|                                   | Unrestricted Funds<br>2021 |                      | Unrestricted Funds<br>2020 |                      |
|-----------------------------------|----------------------------|----------------------|----------------------------|----------------------|
|                                   | £                          | £                    | £                          | £                    |
| <b>Receipts</b>                   |                            |                      |                            |                      |
| Funding                           |                            | 89,415               |                            | 92,319               |
| Fees                              |                            | 60,877               |                            | 51,714               |
| Trip fees                         |                            | 556                  |                            | 312                  |
| Fundraising activities & sundries |                            | 311                  |                            | 135                  |
| Other income                      |                            | 4,897                |                            | 20,162               |
| Bank Interest                     |                            | 1                    |                            | 20                   |
| <b>Total Receipts</b>             |                            | <u>156,057</u>       |                            | <u>164,662</u>       |
| <b>Payments</b>                   |                            |                      |                            |                      |
| Staff wages                       | 123,459                    |                      | 128,402                    |                      |
| Rent                              | 5,025                      |                      | 4,741                      |                      |
| Trips, resources & equipment      | 15,156                     |                      | 8,781                      |                      |
| Petty cash & shopping             | 2,298                      |                      | 1,745                      |                      |
| Administration costs & sundries   | 508                        |                      | 611                        |                      |
| Building & security costs         | 5,514                      |                      | 5,118                      |                      |
| Insurance and registration fees   | 1,020                      |                      | 1,211                      |                      |
| Training                          | 962                        |                      | 510                        |                      |
| Pension costs                     | 6,355                      |                      | 6,318                      |                      |
| Payroll costs                     | 969                        |                      | 1,005                      |                      |
| Accountancy                       | 516                        |                      | 816                        |                      |
|                                   |                            | <u>161,782</u>       |                            | <u>159,258</u>       |
| <b>Net of receipts/(payments)</b> |                            | <u>(5,725)</u>       |                            | <u>5,404</u>         |
| <b>Cash funds brought forward</b> |                            |                      |                            |                      |
| Community account                 | 39,519                     |                      | 34,135                     |                      |
| Money management 1                | 74                         |                      | 74                         |                      |
| Money management 2                | 12,772                     |                      | 12,752                     |                      |
| Petty cash                        | 17                         |                      | 17                         |                      |
|                                   |                            | <u>52,382</u>        |                            | <u>46,978</u>        |
| Movement in funds this year       |                            | (5,725)              |                            | 5,404                |
| <b>Cash funds carried forward</b> |                            | <u><u>46,657</u></u> |                            | <u><u>52,382</u></u> |

**SIR ROBERT GEFFERY'S PRE-SCHOOL  
STATEMENT OF ASSETS AND LIABILITIES  
AS AT 31ST AUGUST 2021**

|                         | 2021              |                      | 2020              |                      |
|-------------------------|-------------------|----------------------|-------------------|----------------------|
|                         | £                 | £                    | £                 | £                    |
| <b>Cash funds</b>       |                   |                      |                   |                      |
| Community account       | 33,795            |                      | 39,519            |                      |
| Money management 1      | 74                |                      | 74                |                      |
| Money management 2      | 12,773            |                      | 12,772            |                      |
| Petty cash              | 15                |                      | 17                |                      |
|                         | <u>          </u> |                      | <u>          </u> |                      |
| <b>Total Cash Funds</b> |                   | <u><u>46,657</u></u> |                   | <u><u>52,382</u></u> |

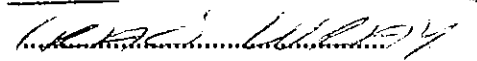
Approved by the Board of Trustees on..... 18/11/2022 .....



**H. CARTLEDGE-CLAUS**

Print Name





Print Name

**Blackwell Bate Limited**  
Prinzel Court 122 Fore Street  
Siltash Cornwall PL12 6JW



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
SIR ROBERT GEFFERY'S PRE SCHOOL

**On accounts for the year  
ended**

31 AUGUST 2021  
Charity no (if any) 1136886

**Set out on pages**

1-4  
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2021.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

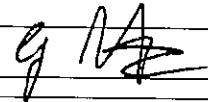
**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

Signed: 

Date: 18/1/2022

Name: GRAHAM ROBERTS

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

FCA - ICAEW

**Address:**

BLACKWELL BATE LIMITED,  
BRUNEL COURT, 122 FORE STREET, SALTASH, CORNWALL,  
PL12 6JW

**Blackwell Bate Limited**  
Brunel Court 122 Fore Street  
Saltash Cornwall PL12 6JW