

# IMPSTONE PRE-SCHOOL

England & Wales · Charity number 1140075

## Details

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|             |   |
|-------------|---|
| Other names | IMPSTONE PRE-SCHOOL                                     |
| Status      | Registered  |
| Legal form  | Other   |
| Registered  | 2011-01-27  |
| Register    | <a href="#">View on the Charity Commission register</a> |

## Contact

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|         |   |
|---------|---|
| Address | Impstone Pre-School<br>Pamber Heath Memorial Hall<br>Pamber Heath<br>RG26 3TQ         |
| Phone   | 07733898914   |
| Email   | <a href="mailto:impstonepreschool@gmail.com">impstonepreschool@gmail.com</a>          |
| Website | <a href="http://www.impstonepreschool.co.uk/">http://www.impstonepreschool.co.uk/</a> |

## 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:** Impstone Pre-school is a community based, not-for-profit Pre-school located in Pamber Heath, nr. Tadley, Hampshire.

## Classification

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

## Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Hampshire

## Finances

| Period end | Income   | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-08-31 | £168,124 | £197,189    | -      | -         |
| 2024-08-31 | £169,862 | £160,456    | -      | -         |
| 2023-08-31 | £143,056 | £123,349    | -      | -         |
| 2022-08-31 | £106,683 | £101,770    | -      | -         |
| 2021-08-31 | £93,679  | £96,039     | -      | -         |
| 2020-08-31 | £102,653 | £108,480    | -      | -         |

## Trustees

| Name                  | Role  | Appointed  |
|-----------------------|-------|------------|
| <b>Jenny Marshall</b> | Chair | 2018-01-25 |
| Amanda Davies         |       | 2013-11-29 |
| Andrew Mead           |       | 2025-04-04 |
| CHRISTINE MCGARVIE    |       | 2018-01-17 |
| Danielle Mead         |       | 2025-04-04 |

**IMPSTONE PRE-SCHOOL**

England & Wales - Charity number 1140075

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# Accounts

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## Trustees' Annual Report for the period

|             |                   |               |              |           |                         |                 |              |
|-------------|-------------------|---------------|--------------|-----------|-------------------------|-----------------|--------------|
| <b>From</b> | Period start date |               |              | <b>To</b> | Period end date         |                 |              |
|             | Day<br>1st        | Month<br>Sept | Year<br>2024 |           | Day<br>31 <sup>st</sup> | Month<br>August | Year<br>2025 |

### Section A Reference and administration details

**Charity name** Impstone Preschool

**Other names charity is known by** Impstone & Cherry Trees Preschool

**Registered charity number (if any)** 1140075

**Charity's principal address**

|                             |
|-----------------------------|
| Pamber Heath Memorial Hall  |
| Pamber Heath Road           |
| Pamber Heath, Tadley, Hants |
| <b>Postcode</b> RG26 3TQ    |

**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) |
|--------------------|-------------------|-----------------------------------|---|
| Jenny Marshall     | 1 Chair           |                                   |   |
| Christine McGarvie | 2 Treasurer       |                                   |   |
| Rebecca Kingston   | 3 Secretary       |                                   |   |
| Amanda Davies      | 4 Manager/Trustee |                                   |   |
| Georgina Bitcliffe | 5 Trustee         |                                   |   |
| Lizzie West        | 6 Trustee         |                                   |   |
| Michelle Day       | 7 Trustee         |                                   |   |
| 8                  |                   |                                   |   |
| 9                  |                   |                                   |   |
| 10                 |                   |                                   |   |
| 11                 |                   |                                   |   |
| 12                 |                   |                                   |   |

| Names of the trustees for the charity, if any, (for example, any custodian trustees) |                                   |
|--|-----------------------------------|
| Name   | Dates acted if not for whole year |
|  |                                   |

| Names and addresses of advisers (Optional information)                          |                |         |
|---|----------------|---------|
| Type of adviser   | Name           | Address |
| Accountant  | Vikie Trussler |         |
|   |                |         |
|   |                |         |
|   |                |         |
| Name of chief executive or names of senior staff members (Optional information) |                |         |
|   |                |         |

## Section B Structure, governance and management

| Description of the charity's trusts  |  |
|--|--|
| Type of governing document<br>(eg. trust deed, constitution)   | Constitution (Pre-school Learning Alliance Model Constitution 2011 adopted 27/6/12, previously 2008 version).  |
| How the charity is constituted<br>(eg. trust, association, company)  | Trust  |
| Trustee selection methods<br>(eg. appointed by, elected by)  | All Family Members (Parents) are invited to stand for the posts and act as trustees. The nominations, elections and appointments are made at the AGM in line with CC requirements, our constitution and our procedures.<br>Trustees can also be appointed through these procedures.  |
| Additional governance issues (Optional information)  |  |
| <p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network</li> </ul> | <p>Impstone and Cherry Trees Preschool is a charity run pre-school offering funded and affordable childcare. We are a not-for-profit organisation, which is managed by our Parent Management Committee (Trustees). We are affiliated to the Preschool Learning Alliance and regulated by the Charity Commission. We are compliant with legal and regulatory requirements and operate a best practice policy.</p> <p>The pre-school is affiliated to the Preschool Learning Alliance, and is supported, monitored and regulated by Hampshire County</p> |

with which the charity works;

- relationship with any related parties;
- Trustees' consideration of major risks and the system and procedures to manage them.

Council & Hampshire Early Years team. As a pre-school we are also inspected and regulated by Ofsted.

The preschool also maintains strong links with local and feeder schools and any social support networks/agencies as required.

We undertake regular reviews of our policies and procedures (which can be accessed via the pre-school website [www.impstoneandcherrytreespreschools.co.uk](http://www.impstoneandcherrytreespreschools.co.uk)).

These include a conflicts of interest policy, controls and reporting process; trustee expenses policy; expenditure over £250 process; a reserves policy; as well as complying with the requirements under employment law and other such related regulations.

Trustees are nominated and elected in line with our governing document. All trustees are given a welcome pack upon appointment (available via the website) and are required to submit the required declarations and sign confidentiality agreements, as well as complete the EY2 (CRB/DBS) checks.

We work hard to ensure we have a fully inclusive, approachable, friendly, open atmosphere, whilst maintaining security and confidentiality. We readily welcome feedback and input from staff and Family Members (parents/carers), and willingly offer support and guidance where necessary.

## Section C

## Objectives and activities

**Summary of the objects of the charity set out in its governing document**

The preschool aims to provide fully inclusive, affordable, and accessible childcare and education to pre-school aged children (age 2 - statutory school age), in a safe and supportive environment and work in partnership with parents in the provision of this, regardless of race, religion, disability or ethnicity.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Impstone and Cherry Trees Preschool is the only charity run preschool within the local area. We are open Monday to Friday during term time and offer funded and affordable childcare and education to children aged 2 to statutory school age, on a sessional or day basis, with additional lunch clubs, earlier starts and later finishes available.

Children are cared for by qualified paid staff who have shown great dedication and commitment to the preschool and have worked hard to become an effective team under the Manager's leadership. The preschool has a deputy and assistant deputy who oversee the staff and report to the manager.

The team takes part in necessary training on a timely basis relating to all parts of the statutory framework with regards to Safeguarding and First Aid. There has also been training to all the staff relating to the use of Makaton, symbols and visuals to aid communication for all children.

The team has worked efficiently to provide a nurturing, stimulating and educational environment where the children learn through investigation and imaginative play, as well as structured learning activities on an individual or group basis. The children are encouraged to develop their awareness of others and understanding of differences, as well as developing life skills, such as sharing, co-operation and negotiation.

Staff with specialist roles continue to help the setting manage areas of need, specifically in Behaviour Management and Speech & Language, where activities and resources to target and encourage children are planned for and provided, especially as we see a higher number of children with needs in these areas.

The preschool continually reviews their working practices and seek the advice of support agencies to ensure continued improvement and have policies and procedures in place to ensure their legal and regulatory compliance.

The preschool actively encourages parental involvement in the management of the preschool and the development of their children, both within the setting and at home.

The management team continue to build on the links with the feeder schools.

The manager also leads a local cluster group for all preschools and nurseries which ensures all are benefiting from a depth of knowledge and sharing of experiences and training to provide the best opportunities for all the children.

The parents and children have supported the preschool through fundraising activities held on sports day, Christmas and Easter celebration as well as Mother's and Father's days and the end of term 'graduation'.

Additional details of objectives and activities (Optional information)

The committee is run on a voluntary basis and meets throughout the year to hear the Managers report and plan special events and fundraising.

THANKS

Huge thanks go to the committee Chair (Jenny Marshall) who has been an amazing support with her knowledge of education, special needs and all things Early Years. Coming from a senior leadership role within a large special needs school, she is able to support the manager in various aspects within the preschool.

Thanks also go to the Treasurer (Christine McGarvie) who has given time to ensure banking procedures have been undertaken in a timely manner and also taking a very active part in helping to raise awareness for any funds we may be entitled to.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

As always, a big and special thanks must be given to Amanda for her selflessness, drive, determination and unwavering dedication in the management of the pre-schools and for ensuring its continued growth and reputation within the community.

She leads by example and works over and above her job description and remit. Amanda is immensely well respected by parents, staff and other settings in the local area.

Amanda works incredibly hard to ensure the smooth running of the preschool and education and welfare of all the children.

She worked tirelessly to ensure high standards were set and adhered to and

we are confident that an OUTSTANDING grade is only a hairsbreadth away - next time!

Finally, the committee as a whole extend their grateful thanks and appreciation to ALL the staff for the dedication, hard work, flexibility and commitment they have shown and continue to give to the preschool.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The Committee met when possible, during the school year to discuss fundraising events. Financial meetings were held on site with the chair, accountant, treasurer and manager to ensure finances continued to be used effectively.

Once again, the new school year started with a pleasing number of children on the books. Families find out about the preschool mainly through word of mouth and recommendations by other parents.

Now that we offer our toddler group, 'Little Imps', we are also seeing that some of those children are transitioning to preschool once they are old enough. Little Imps does run at a slight loss but it is important that we continue as there is only one other toddler group in the immediate vicinity and it is good advertising for the preschool. One of the preschool staff members runs the group, overseeing the morning, planning the activities and leading the group singing session at the end.

We continue to build up our resources, both inside and out. Work was finished in the garden area near to the outside classroom with the addition of an astro turfed road area which is perfect for bikes and scooters. Complete with a small bridge and zebra crossing, children can learn about road safety whilst having fun.

At the other end of the outside area the children can play in the mud kitchen or use the slides and small climbing equipment. We will be revamping this area over the coming couple of years.

The small allotment area has raised beds just right for growing some fruit and vegetables so the children can appreciate more about the world around them and help with the planting and watering.

We continue to provide great expertise to children with additional needs, offering specific care for those individual children on a 1:1 basis. We are recognised by families whose children require this support, again through word of mouth on our abilities to engage their child, no matter their need, supporting their learning and helping them grow at a pace suitable for them.

We now have interactive boards, a bubble tube, and many more sensory toys in our sensory classroom. This room doubles up as a safe sleeping space in the afternoon for our younger children who still require a short nap.

Staffing levels remain high and stable, and we have three staff members who have enrolled on their L3 course in childcare. Time is given in the day for them to continue their studies with the remainder being undertaken at home. Manda and her team continue to provide tremendous care, support and educational opportunities for all the children and their families. The knowledge, expertise, and enthusiasm they all demonstrate is second to none. Impstone and Cherry Trees Preschool really is the best preschool, and I am proud to be working with them!

Committee

We continue to maintain our committee membership focusing on highlighting the importance of the committee as part of the preschool's running.

As always, our thanks go to all the current trustees for their support, and to all our Family Members without whom our successes would not have been so great.

**Section E Financial review**

**Brief statement of the charity's policy on reserves**

The preschool reserve has been established and maintained throughout the school year and provides 12 weeks of funds for all compulsory payments and wages/redundancy payments.

Any "profit" has been allocated to the new build project or to any new equipment

**Details of any funds materially in deficit**

None

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

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

Most of the funding is met through the Nursery Grant system. Further funding comes through sessional fees and lunch club from unfunded parents/take-up. We also raise funds through various fundraising and educational activities.

We also receive grants from Hampshire to enable the purchase of extra equipment to support our funded 2-year-olds.

Our expenditure has fully supported our key objectives to provide a quality, safe and stimulating environment for the children to learn through play. Expenditure has included staff wages, rent and maintenance of premises as well as new play equipment and training costs.

|                  |                                   |
|------------------|-----------------------------------|
| <b>Section F</b> | <b>Other optional information</b> |
|------------------|-----------------------------------|

We thank the Pamber Parish Council and the Pamber Heath Memorial Hall Committee for their continued support and belief in us.

|                  |                    |
|------------------|--------------------|
| <b>Section G</b> | <b>Declaration</b> |
|------------------|--------------------|

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

**Signed on behalf of the charity's trustees**

|                     |            |
|---------------------|------------|
| <b>Signature(s)</b> | J MARSHALL |
|---------------------|------------|

|                     |                   |
|---------------------|-------------------|
| <b>Full name(s)</b> | JENNIFER MARSHALL |
|---------------------|-------------------|

|  |                       |
|--|-----------------------|
| <b>Position (eg Secretary, Chair, etc)</b> | CHAIR OF THE TRUSTEES |
|--|-----------------------|

|             |           |
|-------------|-----------|
| <b>Date</b> | 10/06/202 |
|-------------|-----------|



## Receipts and payments accounts

|                     |                                 |    |                               |
|---------------------|---------------------------------|----|-------------------------------|
| For the period from | Period start date<br>01/09/2024 | To | Period end date<br>31/08/2025 |
|---------------------|---------------------------------|----|-------------------------------|

### Section A Receipts and payments

|   | Unrestricted funds<br>to the nearest £ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |  |                                      |                                     |                                 |                               |
| Fees  | 16,726                                 | -                                    | -                                   | 16,726                          | 21,860                        |
| Funding   | 150,117                                | -                                    | -                                   | 150,117                         | 145,939                       |
| Grant   | -                                      | -                                    | -                                   | -                               | -                             |
| Fund Raising  | 744                                    | -                                    | -                                   | 744                             | 1,190                         |
| Donations   | 210                                    | -                                    | -                                   | 210                             | 375                           |
| Bank Interest   | 327                                    | -                                    | -                                   | 327                             | 498                           |
|   | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total (Gross income for AR)</b>                | <b>168,124</b>                         | <b>-</b>                             | <b>-</b>                            | <b>168,124</b>                  | <b>169,862</b>                |
| <b>A2 Asset and investment sales, (see table).</b>    |  |                                      |                                     |                                 |                               |
|   | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                               | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>168,124</b>                         | <b>-</b>                             | <b>-</b>                            | <b>168,124</b>                  | <b>169,862</b>                |
| <b>A3 Payments</b>                                    |  |                                      |                                     |                                 |                               |
| Hall Rental   | 8,182                                  | -                                    | -                                   | 8,182                           | 5,503                         |
| Equipment & Materials                                 | 3,665                                  | -                                    | -                                   | 3,665                           | 9,320                         |
| Cleaning & Supplies                                   | 2,499                                  | -                                    | -                                   | 2,499                           | 2,053                         |
| Setting Development                                   | 27,110                                 | -                                    | -                                   | 27,110                          | 4,750                         |
| Advertising   | -                                      | -                                    | -                                   | -                               | 200                           |
| Insurance   | 1,062                                  | -                                    | -                                   | 1,062                           | 900                           |
| Miscellaneous   | 1,670                                  | -                                    | -                                   | 1,670                           | 763                           |
| Office Supplies                                       | 1,535                                  | -                                    | -                                   | 1,535                           | 1,447                         |
| Prof Fees   | 1,643                                  | -                                    | -                                   | 1,643                           | 1,794                         |
| Staff Costs   | 147,223                                | -                                    | -                                   | 147,223                         | 129,949                       |
| Staff Uniforms  | -                                      | -                                    | -                                   | -                               | 1,224                         |
| Waste Disposal  | 1,184                                  | -                                    | -                                   | 1,184                           | 1,013                         |
| Website   | 157                                    | -                                    | -                                   | 157                             | 209                           |
| Training  | 500                                    | -                                    | -                                   | 500                             | 365                           |
| Subscriptions   | 413                                    | -                                    | -                                   | 413                             | 577                           |
| Learning Journals                                     | -                                      | -                                    | -                                   | -                               | -                             |
| EYPP ecpe   | -                                      | -                                    | -                                   | -                               | -                             |
| Trips   | 345                                    | -                                    | -                                   | 345                             | 390                           |
| Cherry Trees Purchase                                 | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>197,189</b>                         | <b>-</b>                             | <b>-</b>                            | <b>197,189</b>                  | <b>160,457</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>197,189</b>                         | <b>-</b>                             | <b>-</b>                            | <b>197,189</b>                  | <b>160,457</b>                |
| <b>Net of receipts/(payments)</b>                     | <b>- 29,065</b>                        | <b>-</b>                             | <b>-</b>                            | <b>- 29,065</b>                 | <b>9,405</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>77,600</b>                          | <b>-</b>                             | <b>-</b>                            | <b>77,600</b>                   | <b>48,487</b>                 |
| <b>Cash funds (BS) year end</b>                       | <b>48,535</b>                          | <b>1</b>                             | <b>-</b>                            | <b>48,535</b>                   | <b>08/06/2024</b>             |

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

| Categories           | Details                         | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|----------------------|---------------------------------|---------------------------------|-------------------------------|------------------------------|
| <b>B1 Cash funds</b> | Bank - Current                  | 26,598                          | -                             | -                            |
|                      | Bank - Reserve                  | 23,464                          | -                             | -                            |
|                      | Outstanding Fees                | - 325                           | -                             | -                            |
|                      | Payments made, not cleared bank | - 1,201                         | -                             | -                            |
|                      | <b>Total cash funds</b>         | <b>48,535</b>                   | <b>-</b>                      | <b>-</b>                     |

(agree balances with receipts and payments account(s))

OK

OK

OK

## B2 Other monetary assets

| Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---------|---------------------------------|-------------------------------|------------------------------|
|         | -                               | -                             | -                            |
|         | -                               | -                             | -                            |
|         | -                               | -                             | -                            |
|         | -                               | -                             | -                            |
|         | -                               | -                             | -                            |
|         | -                               | -                             | -                            |

## 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) |
|---------|-----------------------------|-----------------|--------------------------|
|         |                             | -               | -                        |
|         |                             | -               | -                        |
|         |                             | -               | -                        |
|         |                             | -               | -                        |
|         |                             | -               | -                        |
|         |                             | -               | -                        |
|         |                             | -               | -                        |
|         |                             | -               | -                        |
|         |                             | -               | -                        |
|         |                             | -               | -                        |

## B5 Liabilities

| Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|---------|---------------------------------|-----------------------|---------------------|
|         |                                 | -                     |                     |
|         |                                 | -                     |                     |
|         |                                 | -                     |                     |
|         |                                 | -                     |                     |
|         |                                 | -                     |                     |

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

|   |               |                  |
|---|---------------|------------------|
| Signature   | Print Name    | Date of approval |
|  | Amanda Davies | 08/06/2026       |



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Impstone Pre-School

**On accounts for the year  
ended**

31st August 2025

**Charity no  
(if any)**

1140075

**Set out on pages**

1 to 3

(remember to include the page numbers of additional sheets)

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent  
examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities 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.

Signed:  Date:

Name:

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

Address:

**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.**

Nothing to report

**IMPSTONE PRE-SCHOOL**

England & Wales - Charity number 1140075

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# Accounts

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## Trustees' Annual Report for the period

|             |                   |               |              |           |                         |                 |              |
|-------------|-------------------|---------------|--------------|-----------|-------------------------|-----------------|--------------|
| <b>From</b> | Period start date |               |              | <b>To</b> | Period end date         |                 |              |
|             | Day<br>1st        | Month<br>Sept | Year<br>2023 |           | Day<br>31 <sup>st</sup> | Month<br>August | Year<br>2024 |

### Section A Reference and administration details

|   |  |                            |  |                   |  |                             |  |                 |          |
|---|--|----------------------------|--|-------------------|--|-----------------------------|--|-----------------|----------|
| <b>Charity name</b>                       | Impstone Preschool   |                            |  |                   |  |                             |  |                 |          |
| <b>Other names charity is known by</b>    | Impstone & Cherry Trees Preschool  |                            |  |                   |  |                             |  |                 |          |
| <b>Registered charity number (if any)</b> | 1140075  |                            |  |                   |  |                             |  |                 |          |
| <b>Charity's principal address</b>        | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Pamber Heath Memorial Hall</td> </tr> <tr> <td colspan="2">Pamber Heath Road</td> </tr> <tr> <td colspan="2">Pamber Heath, Tadley, Hants</td> </tr> <tr> <td style="width: 60%;"><b>Postcode</b></td> <td>RG26 3TQ</td> </tr> </table> | Pamber Heath Memorial Hall |  | Pamber Heath Road |  | Pamber Heath, Tadley, Hants |  | <b>Postcode</b> | RG26 3TQ |
| Pamber Heath Memorial Hall                |  |                            |  |                   |  |                             |  |                 |          |
| Pamber Heath Road                         |  |                            |  |                   |  |                             |  |                 |          |
| Pamber Heath, Tadley, Hants               |  |                            |  |                   |  |                             |  |                 |          |
| <b>Postcode</b>                           | RG26 3TQ   |                            |  |                   |  |                             |  |                 |          |

#### 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) |
|--------------------|-------------------|-----------------------------------|---|
| Jenny Marshall     | 1 Chair           |                                   |   |
| Christine McGarvie | 2 Treasurer       |                                   |   |
| Rebecca Kingston   | 3 Secretary       |                                   |   |
| Amanda Davies      | 4 Manager/Trustee |                                   |   |
| Georgina Bitcliffe | 5 Trustee         |                                   |   |
| Lizzie West        | 6 Trustee         |                                   |   |
| Michelle Day       | 7 Trustee         |                                   |   |
| 8                  |                   |                                   |   |
| 9                  |                   |                                   |   |
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**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
|------|-----------------------------------|

**Names and addresses of advisers (Optional information)**

| Type of adviser | Name           | Address |
|-----------------|----------------|---------|
| Accountant      | Vikie Trussler |         |
|                 |                |         |
|                 |                |         |
|                 |                |         |

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

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

## Section B Structure, governance and management

**Description of the charity's trusts**

|   |  |
|---|--|
| Type of governing document<br>(eg. trust deed, constitution)        | Constitution (Pre-school Learning Alliance Model Constitution 2011 adopted 27/6/12, previously 2008 version).  |
| How the charity is constituted<br>(eg. trust, association, company) | Trust  |
| Trustee selection methods<br>(eg. appointed by, elected by)         | All Family Members (Parents) are invited to stand for the posts and act as trustees. The nominations, elections and appointments are made at the AGM in line with CC requirements, our constitution and our procedures. Trustees can also be appointed through these procedures. |

**Additional governance issues (Optional information)**

|   |   |
|---|---|
| You <b>may choose</b> to include additional information, where relevant, about: | Impstone and Cherry Trees Preschool is a charity run pre-school offering funded and affordable childcare. We are a not-for-profit organisation, which is managed by our Parent Management Committee (Trustees). We are affiliated to the Preschool Learning Alliance and regulated by the Charity |
|---|---|

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- Trustees' consideration of major risks and the system and procedures to manage them.

Commission. We are compliant with legal and regulatory requirements and operate a best practice policy.

The pre-school is affiliated to the Preschool Learning Alliance, and is supported, monitored and regulated by Hampshire County Council & Hampshire Early Years team. As a pre-school we are also inspected and regulated by Ofsted.

The preschool also maintains strong links with local and feeder schools and any social support networks/agencies as required.

We undertake regular reviews of our policies and procedures (which can be accessed via the pre-school website [www.impstonepreschool.co.uk](http://www.impstonepreschool.co.uk)).

These include a conflicts of interest policy, controls and reporting process; trustee expenses policy; expenditure over £250 process; a reserves policy; as well as complying with the requirements under employment law and other such related regulations.

Trustees are nominated and elected in line with our governing document. All trustees are given a welcome pack upon appointment (available via the website) and are required to submit the required declarations and sign confidentiality agreements, as well as complete the EY2 (CRB/DBS) checks.

We work hard to ensure we have a fully inclusive, approachable, friendly, open atmosphere, whilst maintaining security and confidentiality. We readily welcome feedback and input from staff and Family Members (parents/carers), and willingly offer support and guidance where necessary.

## Section C

## Objectives and activities

**Summary of the objects of the charity set out in its governing document**

The preschool aims to provide fully inclusive, affordable, and accessible childcare and education to pre-school aged children (age 2 – statutory school age), in a safe and supportive environment and work in partnership with parents in the provision of this, regardless of race, religion, disability or ethnicity.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Impstone and Cherry Trees Preschool is the only charity run preschool within the local area. We are open Monday to Friday during term time and offer funded and affordable childcare and education to children aged 2 to statutory school age, on a sessional or day basis, with additional lunch clubs, earlier starts and later finishes available.

Children are cared for by qualified paid staff who have shown great dedication and commitment to the preschool and have worked hard to become an effective team under the Manager's leadership. The

preschool has a deputy who oversees the staff and reports to the manager.

The team takes part in necessary training on a timely basis relating to all parts of the statutory framework with regards to Safeguarding and First Aid. There has also been training to all the staff relating to the use of Makaton, symbols and visuals to aid communication for all children.

The team has worked efficiently to provide a nurturing, stimulating and educational environment where the children learn through investigation and imaginative play, as well as structured learning activities on an individual or group basis. The children are encouraged to develop their awareness of others and understanding of differences, as well as developing life skills, such as sharing, co-operation and negotiation.

Staff with specialist roles continue to help the setting manage areas of need, specifically in Behaviour Management and Speech & Language, where activities and resources to target and encourage children are planned for and provided, especially as we see a higher number of children with needs in these areas.

The preschool continually reviews their working practices and seek the advice of support agencies to ensure continued improvement and have policies and procedures in place to ensure their legal and regulatory compliance.

The preschool actively encourages parental involvement in the management of the preschool and the development of their children, both within the setting and at home.

The management team continue to build on the links with the feeder schools.

The manager also leads a local cluster group for all preschools and nurseries which ensures all are benefiting from a depth of knowledge and sharing of experiences and training to provide the best opportunities for all the children.

The parents and children have supported the preschool through fundraising activities held on sports day, Christmas and Easter celebration as well as Mother's and Father's days and the end of term 'graduation'.

### Additional details of objectives and activities (Optional information)

The committee is run on a voluntary basis and meets every term to hear the Managers report and plan special events and fundraising.

#### THANKS

Huge thanks go to the committee Chair (Jenny Marshall) who has been an amazing support with her knowledge of education, special needs and all things Early Years. Coming from a senior leadership role within a large special needs school, she is able to support the manager in various aspects within the preschool.

Thanks also go to the Treasurer (Christine McGarvie) who has given time to ensure banking procedures have been undertaken in a timely manner and also taking a very active part in helping to raise awareness for any funds we may be entitled to.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

As always, a big and special thanks must be given to Amanda for her selflessness, drive, determination and unwavering dedication in the management of the pre-schools and for ensuring its continued growth and reputation within the community.

She leads by example and works over and above her job description and remit. Amanda is immensely well respected by parents, staff and other settings in the local area.

Amanda works incredibly hard to ensure the smooth running of the preschool and education and welfare of all the children.

She worked tirelessly to ensure high standards were set and adhered to and we are confident that an OUTSTANDING grade is only a hairsbreadth away – next time!

Finally, the committee as a whole extend their grateful thanks and appreciation to ALL the staff for the dedication, hard work, flexibility and commitment they have shown and continue to give to the pre-schools.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The Committee met when possible, during the school year to discuss fundraising events. Financial meetings were held on site with the chair, accountant, treasurer and manager to ensure finances continued to be used effectively.

The new school year in September started very well with a record number of children on the books for that time of year and although we were only utilising the small hall, we managed very well.

October saw us undergoing an Ofsted inspection. Always a stressful time for the staff. However, as always, everyone rose to the occasion and Ofsted were very pleased with what they saw. We had many outstanding features and received an overall grade of *Good*. Not bad considering our change of environment and all the external distractions.

We continued to work with both the hall committee and Parish Council throughout the last few months of the refurbishment and owe them huge thanks for their continued support and believing in the success of the preschool.

The new year in our new hall was such an exciting start to 2024. It was so lovely to have everything set out and ready for the children. Staff really appreciated not having to put equipment out at the beginning of a session and away again at the end. Displays and pictures can now be left out for the children to see. It's such an inviting area for children to learn and have fun in, meet their friends and build on their knowledge. The new hall has allowed us to extend our opening hours and after feedback from parents, this means we now open 8.30am to 4pm every day.

We continue to provide great expertise to children with additional needs, offering specific care for those individual children on a 1:1 basis. We are recognised by families whose children require this support, again through word of mouth on our abilities to engage their child, no matter their need, supporting their learning and helping them grow at a pace suitable for them.

The new sensory classroom is well equipped to meet the needs of, not just our SEN children, who benefit from a smaller space and the tranquil calm, but everyone who ventures in to explore and play with this wonderful interactive equipment. We now have a relaxing space in which to chill and we will be investing in an interactive board, bubble tube, and many more sensory toys.

Just outside the preschool hall is a covered area which has some larger equipment and can be used all year round. It leads onto the garden, which will be a great space for the children to run around in and let off steam!

This area will also be having a major overhaul as at present it is still a mound of earth left by the contractors. We look forward to that work being started soon.

Manda and her team continue to provide tremendous care, support and educational opportunities for all the children and their families. The knowledge, expertise, and enthusiasm they all demonstrate is second to none. Impstone and Cherry Trees Preschool really is the best preschool and I am proud to be working with them!

Committee

We continue to maintain our committee membership focusing on highlighting the importance of the committee as part of the preschool's running.

As always, our thanks go to all the current trustees for their support, and to all our Family Members without whom our successes would not have been so great.

**Section E Financial review**

**Brief statement of the charity's policy on reserves**

The pre-school reserve has been established and maintained throughout the school year and provides 6 weeks of funds for all compulsory payments and wages/redundancy payments.

Any "profit" has been allocated to the new build project or to any new equipment

**Details of any funds materially in deficit**

None

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

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

The majority of funding is met through the Nursery Grant system.

Further funding comes through sessional fees and lunch club from unfunded parents/take-up. We also raise funds through various fundraising and educational activities.

We also receive grants from Hampshire to enable the purchase of extra equipment to support our funded 2-year-olds.

Our expenditure has fully supported our key objectives to provide a quality, safe and stimulating environment for the children to learn through play. Expenditure has included staff wages, rent and maintenance of premises as well as new play equipment and training costs.

**Section F****Other optional information**

We thank the Pamber Parish Council and the Pamber Heath Memorial Hall Committee for their continued support and belief in us.

**Section G****Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

J MARSHALL

Full name(s)

JENNIFER MARSHALL

Position (eg Secretary, Chair,  
etc)

CHAIR OF THE TRUSTEES

Date

09/06/2025



**Receipts and payments accounts**

|                        |                                 |    |                               |
|------------------------|---------------------------------|----|-------------------------------|
| For the period<br>from | Period start date<br>01/09/2023 | To | Period end date<br>31/08/2024 |
|------------------------|---------------------------------|----|-------------------------------|

**Section A Receipts and payments**

|   | Unrestricted<br>funds<br>to the nearest<br>£ | Restricted<br>funds<br>to the nearest £ | Endowment<br>funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|---|--|---|--|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |  |   |  |                                 |                               |
| Fees  | 21,860                                       | -                                       | -                                      | 21,860                          | 17,543                        |
| Funding   | 145,939                                      | -                                       | -                                      | 145,939                         | 123,711                       |
| Grant   | -  | -                                       | -                                      | -                               | -                             |
| Fund Raising  | 1,190  | -                                       | -                                      | 1,190                           | 1,239                         |
| Donations   | 375  | -                                       | -                                      | 375                             | 360                           |
| Bank Interest   | 498  | -                                       | -                                      | 498                             | 203                           |
|   | -  | -                                       | -                                      | -                               | -                             |
|   | -  | -                                       | -                                      | -                               | -                             |
| <b>Sub total (Gross income for AR)</b>                | <b>169,862</b>                               | <b>-</b>                                | <b>-</b>                               | <b>169,862</b>                  | <b>143,056</b>                |
| <b>A2 Asset and investment sales, (see table).</b>    |  |   |  |                                 |                               |
|   | -  | -                                       | -                                      | -                               | -                             |
|   | -  | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                     | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>169,862</b>                               | <b>-</b>                                | <b>-</b>                               | <b>169,862</b>                  | <b>143,056</b>                |
| <b>A3 Payments</b>                                    |  |   |  |                                 |                               |
| Hall Rental   | 5,503  | -                                       | -                                      | 5,503                           | 3,700                         |
| Equipment & Materials                                 | 9,320  | -                                       | -                                      | 9,320                           | 1,254                         |
| Cleaning & Supplies                                   | 2,053  | -                                       | -                                      | 2,053                           | 696                           |
| Setting Development                                   | 4,750  | -                                       | -                                      | 4,750                           | 320                           |
| Advertising   | 200  | -                                       | -                                      | 200                             | -                             |
| Insurance   | 900  | -                                       | -                                      | 900                             | 946                           |
| Miscellaneous   | 763  | -                                       | -                                      | 763                             | 421                           |
| Office Supplies                                       | 1,447  | -                                       | -                                      | 1,447                           | 1,482                         |
| Prof Fees   | 1,794  | -                                       | -                                      | 1,794                           | 1,877                         |
| Staff Costs   | 129,949                                      | -                                       | -                                      | 129,949                         | 111,275                       |
| Staff Uniforms  | 1,224  | -                                       | -                                      | 1,224                           | -                             |
| Waste Disposal  | 1,013  | -                                       | -                                      | 1,013                           | 763                           |
| Website   | 209  | -                                       | -                                      | 209                             | 181                           |
| Training  | 365  | -                                       | -                                      | 365                             | 108                           |
| Subscriptions   | 577  | -                                       | -                                      | 577                             | 247                           |
| Learning Journals                                     |  | -                                       | -                                      | -                               |                               |
| EYPP ecpe   |  | -                                       | -                                      | -                               |                               |
| Trips   | 390  | -                                       | -                                      | 390                             | 294                           |
| Cherry Trees Purchase                                 |  | -                                       | -                                      | -                               |                               |
|   | -  | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>160,456</b>                               | <b>-</b>                                | <b>-</b>                               | <b>160,456</b>                  | <b>123,349</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>160,456</b>                               | <b>-</b>                                | <b>-</b>                               | <b>160,456</b>                  | <b>123,349</b>                |
| <b>Net of receipts/(payments)</b>                     | <b>9,406</b>                                 | <b>-</b>                                | <b>-</b>                               | <b>9,406</b>                    | <b>19,707</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>68,194</b>                                | <b>-</b>                                | <b>-</b>                               | <b>68,194</b>                   | <b>48,487</b>                 |
| <b>Cash funds this year end</b>                       | <b>77,600</b>                                | <b>-</b>                                | <b>-</b>                               | <b>77,600</b>                   | <b>68,194</b>                 |

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

| Categories           | Details  | Unrestricted funds to nearest £ |          | Endowment funds to nearest £ |
|----------------------|--|---------------------------------|----------|------------------------------|
| <b>B1 Cash funds</b> | Bank - Current   | 25,506                          | -        | -                            |
|                      | Bank - Reserve   | 55,105                          |          |                              |
|                      | Outstanding Fees                                       | - 90                            | -        | -                            |
|                      | Payments made, not cleared bank                        | - 2,921                         | -        | -                            |
|                      | <b>Total cash funds</b>                                | <b>77,600</b>                   | <b>-</b> | <b>-</b>                     |
| 0.23                 | (agree balances with receipts and payments account(s)) | OK                              | OK       | OK                           |


| <b>B2 Other monetary assets</b> | Details | Unrestricted to nearest £ | Restricted to nearest £ | Endowment to nearest £ |
|---------------------------------|---------|---------------------------|-------------------------|------------------------|
|                                 |         | -                         | -                       | -                      |
|                                 |         | -                         | -                       | -                      |
|                                 |         | -                         | -                       | -                      |
|                                 |         | -                         | -                       | -                      |
|                                 |         | -                         | -                       | -                      |
|                                 |         | -                         | -                       | -                      |

| <b>B3 Investment assets</b> | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|-----------------------------|-----------------|--------------------------|
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |

| <b>B4 Assets retained for the charity's own use</b> | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|---------|-----------------------------|-----------------|--------------------------|
|   |         |                             | -               | -                        |
|   |         |                             | -               | -                        |
|   |         |                             | -               | -                        |
|   |         |                             | -               | -                        |
|   |         |                             | -               | -                        |
|   |         |                             | -               | -                        |
|   |         |                             | -               | -                        |
|   |         |                             | -               | -                        |

| <b>B5 Liabilities</b> | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|---------------------|
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |

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

|   |               |                  |
|---|---------------|------------------|
| Signature   | Print Name    | Date of approval |
|  | Amanda Davies | 30/06/2025       |



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Impstone Pre-School

**On accounts for the year  
ended**

31st August 2022

**Charity no  
(if any)**

1140075

**Set out on pages**

1 to 3

(remember to include the page numbers of additional sheets)

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent  
examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities 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.

Signed:  Date:

Name:

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

Address:

**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.**

Nothing to report

**IMPSTONE PRE-SCHOOL**

England & Wales - Charity number 1140075

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# Accounts

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# Trustees' Annual Report for the period

|                   |            |               |                 |           |                         |                 |              |
|-------------------|------------|---------------|-----------------|-----------|-------------------------|-----------------|--------------|
| Period start date |            |               | Period end date |           |                         |                 |              |
| <b>From</b>       | Day<br>1st | Month<br>Sept | Year<br>2022    | <b>To</b> | Day<br>31 <sup>st</sup> | Month<br>August | Year<br>2023 |

## Section A Reference and administration details

**Charity name** Impstone & Cherry Trees Preschool

**Other names charity is known by** Impstone & Cherry Trees Preschool

**Registered charity number (if any)** 1140075

**Charity's principal address**

Pamber Heath Memorial Hall  
Pamber Heath Road  
Pamber Heath, Tadley, Hants  
**Postcode** RG26 3TQ

### 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  | Jenny Marshall     | Chair           |                                   |   |
| 2  | Christine McGarvie | Treasurer       |                                   |   |
| 3  | Rebecca Kingston   | Secretary       |                                   |   |
| 4  | Amanda Davies      | Manager/Trustee |                                   |   |
| 5  | Georgina Bitcliffe | Trustee         |                                   |   |
| 6  | Lizzie             | Trustee         |                                   |   |
| 7  | Michelle Day       | Trustee         |                                   |   |
| 8  |                    |                 |                                   |   |
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|  |  |  |  |  |  | 19  |  |  |  |  |  |
|  |  |  |  |  |  | 20  |  |  |  |  |  |
|  |  |  |  |  |  | <b>Names of the trustees for the charity, if any, (for example, any custodian trustees)</b> |  |  |  |  |  |
|  |  |  |  |  |  | <b>Name</b>   | <b>Dates acted if not for whole year</b> |  |  |  |  |
|  |  |  |  |  |  |   |  |  |  |  |  |

|  |                |                |  |
|--|----------------|----------------|--|
| <b>Names and addresses of advisers (Optional information)</b>                          |                |                |  |
| <b>Type of adviser</b>   | <b>Name</b>    | <b>Address</b> |  |
| <b>Book keeper</b>   | Vikie Trussler |                |  |
|  |                |                |  |
|  |                |                |  |
| <b>Name of chief executive or names of senior staff members (Optional information)</b> |                |                |  |
|  |                |                |  |

## Section B Structure, governance and management

|  |  |
|--|--|
| <b>Description of the charity's trusts</b>   |  |
| Type of governing document<br>(eg. trust deed, constitution)   | Constitution (Pre-school Learning Alliance Model Constitution 2011 adopted 27/6/12, previously 2008 version).  |
| How the charity is constituted<br>(eg. trust, association, company)  | Trust  |
| Trustee selection methods<br>(eg. appointed by, elected by)  | All Family Members (Parents) are invited to stand for the posts and act as trustees. The nominations, elections and appointments are made at the AGM in line with CC requirements, our constitution and our procedures.<br>Trustees can also be appointed through these procedures.  |
| <b>Additional governance issues (Optional information)</b>   |  |
| You <b>may choose</b> to include additional information, where relevant, about: <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• Trustees' consideration of major risks and the system</li> </ul> | <p>Impstone and Cherry Trees Preschool is a charity run pre-school offering funded and affordable childcare. We are a not-for-profit organisation, which is managed by our Parent Management Committee (Trustees). We are affiliated to the Preschool Learning Alliance and regulated by the Charity Commission. We are compliant with legal and regulatory requirements and operate a best practice policy.</p> <p>The pre-school is affiliated to the Preschool Learning Alliance, and is supported, monitored and regulated by Hampshire County Council &amp; Hampshire Early Years team. As a pre-school we are also inspected and regulated by Ofsted.</p> <p>The preschool also maintains strong links with local and feeder schools and any social support networks/agencies as required.</p> |

and procedures to manage them.

We undertake regular reviews of our policies and procedures (which can be accessed via the pre-school website [www.impstonepreschool.co.uk](http://www.impstonepreschool.co.uk)).

These include a conflicts of interest policy, controls and reporting process; trustee expenses policy; expenditure over £250 process; a reserves policy; as well as complying with the requirements under employment law and other such related regulations.

Trustees are nominated and elected in line with our governing document. All trustees are given a welcome pack upon appointment (available via the website) and are required to submit the required declarations and sign confidentiality agreements, as well as complete the EY2 (CRB/DBS) checks.

We work hard to ensure we have a fully inclusive, approachable, friendly, open atmosphere, whilst maintaining security and confidentiality. We readily welcome feedback and input from staff and Family Members (parents/carers), and willingly offer support and guidance where necessary.

## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

The preschool aims to provide fully inclusive, affordable, and accessible childcare and education to pre-school aged children (age 2 – statutory school age), in a safe and supportive environment and work in partnership with parents in the provision of this, regardless of race, religion, disability or ethnicity.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Impstone and Cherry Trees Preschool is the only charity run preschool within the local area. We are open Monday to Friday during term time and offer funded and affordable childcare and education to children aged 2 to statutory school age, on a sessional or day basis, with additional lunch clubs available.

Children are cared for by qualified paid staff who have shown great dedication and commitment to the preschool and have worked hard to become an effective team under the Manager’s leadership. The preschool has a deputy who oversees the staff and reports to the manager.

The team takes part in necessary training on a timely basis relating to all parts of the statutory framework with regards to Safeguarding and First Aid. There has also been training to all the staff relating to the use of Makaton, symbols and visuals to aid communication for all children.

The team has worked efficiently to provide a nurturing, stimulating and educational environment where the children learn through investigation and imaginative play, as well as structured learning activities on an individual or group basis. The children are encouraged to

develop their awareness of others and understanding of differences, as well as developing life skills, such as sharing, co-operation and negotiation.

Staff with specialist roles continue to help the setting manage areas of need, specifically in Behaviour Management and Speech & Language, where activities and resources to target and encourage children are planned for and provided, especially as we see a higher number of children with needs in these areas.

The preschool continually reviews their working practices and seek the advice of support agencies to ensure continued improvement and have policies and procedures in place to ensure their legal and regulatory compliance.

The preschool actively encourages parental involvement in the management of the preschool and the development of their children, both within the setting and at home.

The management team continue to build on the links with the feeder schools.

The manager also leads a local cluster group for all preschools and nurseries which ensures all are benefiting from a depth of knowledge and sharing of experiences and training to provide the best opportunities for all the children.

The parents and children have supported the preschool through fundraising activities held on sports day, Christmas and Easter celebration as well as Mother's and Father's days and the end of term 'graduation'.

#### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The committee is run on a voluntary basis and meets every term to hear the Managers report and plan special events and fundraising.

#### THANKS

Huge thanks go to the committee Chair (Jenny Marshall) who has been an amazing support with her knowledge of education, special needs and all things Early Years. Coming from a senior leadership role within a large special needs school, she is able to support the manager in various aspects within the preschool.

Thanks also go to the Treasurer (Christine McGarvie) who has given time to ensure banking procedures have been undertaken in a

timely manner and also taking a very active part in helping to raise awareness for any funds we may be entitled to, either as a setting or towards our new building project (updates below).

As always, a big and special thanks must be given to Amanda for her selflessness, drive, determination and unwavering dedication in the management of the pre-schools and for ensuring its continued growth and reputation within the community.

She leads by example and works over and above her job description and remit. Amanda is immensely well respected by parents, staff and other settings in the local area.

Amanda works incredibly hard to ensure the smooth running of the preschool and education and welfare of all the children.

She worked tirelessly to ensure high standards were set and adhered to and we are confident that an OUTSTANDING grade is only a hairsbreadth away – next time!

Finally, the committee as a whole extend their grateful thanks and appreciation to ALL the staff for the dedication, hard work, flexibility and commitment they have shown and continue to give to the pre-schools.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The Committee met when possible, during the school year to discuss fundraising events. Financial meetings were held on site with the chair, accountant, treasurer and manager to ensure finances continued to be used effectively.

We started the school year with a fairly good number of children on the books and saw a huge early surge in additions, to the point of us being full every day and holding a waiting list by Easter. We had 57 children on role, with our busiest days seeing 38 children in setting, the most we've ever had and many visits still taking place.

We were extremely fortunate that the majority of our new children came to us through word of mouth, which is a huge testament to the work we do and the care we have for all our children.

We took on a number of new staff to help build the strength of the team.

Early 2023 saw us in the peak of "lockdown babies" and brought a huge increase in children with social and emotional needs. However, with parental support and a strong team, we were able to see a great change in these children 😊

We continue to provide great expertise to children with additional needs, offering specific care for those individual children on a 1:1 basis. We are recognised by families whose children require this support, again through word of mouth on our abilities to engage their child, no matter their need, supporting their learning and helping them grow at a pace suitable for them.

As always, we owe huge thanks to the Pamber Heath Hall Committee and the Parish Council for their continued support through the year and believing in the success of the preschool, to support the need for refurbishment and extension, allowing the rest of the hall to be utilised by all the clubs.

We continued to work with both the hall committee and Parish Council throughout the refurbishment duration and like all, were very excited to see the amazing transformation begin, both with the extension and within the original building.

The biggest thing we were excited about was the amazing building project taking shape in front of our eyes. The children loved watching the building works, especially the cranes and the cement trucks! The contractors were fantastic in ensuring everyone's safety was paramount and working as best as they could around the needs of our family's arrival and departure times.

We were given a temporary garden that the children enjoyed and once the weather picked up, they were able to play outside lots more!

We were able to maintain a sense of normality during the build, with Christmas, Easter, Mother's Day and our annual trip to Beale Park along with our weekly visits to Bethany Care Home. We even had a visit from Buttercup the Cow that the children were able to milk, as well as checking out a fire engine!

As we moved through the summer term, we looked to prepare our older children for 'big school', helping both them and their families through what can be a very challenging time for the child as well as the parents! With Sport's Day looming and the biggest tear-jerking moments of the year at the leaver's ceremony, we look forward to all that 2023/24 has in store for us!

#### Committee

We continue to increase our committee membership focusing on highlighting the importance of the committee as part of the preschool's running.

As always, our thanks go to all the current, leaving and new trustees for their support, and to all our Family Members without whom our successes would not have been so great.

## **Section E**

## **Financial review**

### **Brief statement of the charity's policy on reserves**

The pre-school reserve has been established and maintained throughout the school year and provides 6 weeks of funds for all compulsory payments and wages/redundancy payments.

|   |  |
|---|--|
| <b>Details of any funds materially in deficit</b> | Any "profit" has been allocated to the new build project or to any new equipment |
|   | None   |

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

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

The majority of funding is met through the Nursery Grant system. Further funding comes through sessional fees and lunch club from unfunded parents/take-up. We also raise funds through various fundraising and educational activities.

We also receive grants from Hampshire to enable the purchase of extra equipment to support our funded 2-year-olds.

Our expenditure has fully supported our key objectives to provide a quality, safe and stimulating environment for the children to learn through play. Expenditure has included staff wages, rent and maintenance of premises as well as new play equipment and training costs.

**Section F Other optional information**

We thank the Pamber Parish Council and the Pamber Heath Memorial Hall Committee for their continued support and belief in us.

**Section G Declaration**

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

Signed on behalf of the charity's trustees

|  |                       |            |  |  |  |
|--|-----------------------|------------|--|--|--|
| <b>Signature(s)</b>                        | J MARSHALL            |            |  |  |  |
| <b>Full name(s)</b>                        | JENNIFER MARSHALL     |            |  |  |  |
| <b>Position (eg Secretary, Chair, etc)</b> | CHAIR OF THE TRUSTEES |            |  |  |  |
|  | <b>Date</b>           | 03/06/2024 |  |  |  |




## Receipts and payments accounts

|                     |                                 |    |                               |
|---------------------|---------------------------------|----|-------------------------------|
| For the period from | Period start date<br>01/09/2022 | To | Period end date<br>31/08/2023 |
|---------------------|---------------------------------|----|-------------------------------|

### Section A Receipts and payments

|   | Unrestricted funds<br>to the nearest £ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |  |                                      |                                     |                                 |                               |
| Fees  | 17,543                                 | -                                    | -                                   | 17,543                          | 20,065                        |
| Funding   | 123,711                                | -                                    | -                                   | 123,711                         | 86,304                        |
| Grant   | -                                      | -                                    | -                                   | -                               | -                             |
| Fund Raising  | 1,239                                  | -                                    | -                                   | 1,239                           | 210                           |
| Donations   | 360                                    | -                                    | -                                   | 360                             | 98                            |
| Bank Interest   | 203                                    | -                                    | -                                   | 203                             | 5                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total (Gross income for AR)</b>                | <b>143,056</b>                         | <b>-</b>                             | <b>-</b>                            | <b>143,056</b>                  | <b>106,683</b>                |
| <b>A2 Asset and investment sales, (see table).</b>    |  |                                      |                                     |                                 |                               |
|   | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                               | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>143,056</b>                         | <b>-</b>                             | <b>-</b>                            | <b>143,056</b>                  | <b>106,683</b>                |
| <b>A3 Payments</b>                                    |  |                                      |                                     |                                 |                               |
| Hall Rental   | 3,700                                  | -                                    | -                                   | 3,700                           | 3,657                         |
| Equipment & Materials                                 | 1,254                                  | -                                    | -                                   | 1,254                           | 1,844                         |
| Cleaning & Supplies                                   | 696                                    | -                                    | -                                   | 696                             | 781                           |
| Setting Development                                   | 320                                    | -                                    | -                                   | 320                             | -                             |
| Advertising   | -                                      | -                                    | -                                   | -                               | 100                           |
| Insurance   | 946                                    | -                                    | -                                   | 946                             | 383                           |
| Miscellaneous   | 421                                    | -                                    | -                                   | 421                             | 5,590                         |
| Office Supplies                                       | 1,482                                  | -                                    | -                                   | 1,482                           | 1,287                         |
| Prof Fees   | 1,877                                  | -                                    | -                                   | 1,877                           | 1,915                         |
| Staff Costs   | 111,275                                | -                                    | -                                   | 111,275                         | 83,797                        |
| Staff Uniforms  | -                                      | -                                    | -                                   | -                               | 568                           |
| Waste Disposal  | 763                                    | -                                    | -                                   | 763                             | 332                           |
| Website   | 181                                    | -                                    | -                                   | 181                             | 180                           |
| Training  | 108                                    | -                                    | -                                   | 108                             | 1,060                         |
| Subscriptions   | 247                                    | -                                    | -                                   | 247                             | 276                           |
| Learning Journals                                     | -                                      | -                                    | -                                   | -                               | -                             |
| EYPP ecpe   | -                                      | -                                    | -                                   | -                               | -                             |
| Trips   | 294                                    | -                                    | -                                   | 294                             | -                             |
| Cherry Trees Purchase                                 | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>123,349</b>                         | <b>-</b>                             | <b>-</b>                            | <b>123,349</b>                  | <b>101,770</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>123,349</b>                         | <b>-</b>                             | <b>-</b>                            | <b>123,349</b>                  | <b>101,770</b>                |
| <b>Net of receipts/(payments)</b>                     | <b>19,707</b>                          | <b>-</b>                             | <b>-</b>                            | <b>19,707</b>                   | <b>4,913</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>48,487</b>                          | <b>-</b>                             | <b>-</b>                            | <b>48,487</b>                   | <b>43,574</b>                 |
| <b>Cash funds this year end</b>                       | <b>68,194</b>                          | <b>-</b>                             | <b>-</b>                            | <b>68,194</b>                   | <b>48,487</b>                 |

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

| Categories  | Details   | Unrestricted funds to nearest £ | Restricted to nearest £ | Endowment funds to nearest £ |
|---|---|---------------------------------|-------------------------|------------------------------|
| <b>B1 Cash funds</b>  | Bank - Current  | 28,066                          | -                       | -                            |
|   | Bank - Reserve  | 40,146                          |                         |                              |
|   | Outstanding Fees  | 113                             | -                       | -                            |
|   | Payments made, not cleared bank   | -                               | -                       | -                            |
|   | <b>Total cash funds</b>   | <b>68,194</b>                   | <b>-</b>                | <b>-</b>                     |
|   | (agree balances with receipts and payments account(s))                              | OK                              | OK                      | OK                           |
| <b>B2 Other monetary assets</b>                             | <b>Details</b>  | Unrestricted to nearest £       | Restricted to nearest £ | Endowment to nearest £       |
|   |   | -                               | -                       | -                            |
|   |   | -                               | -                       | -                            |
|   |   | -                               | -                       | -                            |
|   |   | -                               | -                       | -                            |
|   |   | -                               | -                       | -                            |
| <b>B3 Investment assets</b>                                 | <b>Details</b>  | Fund to which asset belongs     | Cost (optional)         | Current value (optional)     |
|   |   |                                 | -                       | -                            |
|   |   |                                 | -                       | -                            |
|   |   |                                 | -                       | -                            |
|   |   |                                 | -                       | -                            |
| <b>B4 Assets retained for the charity's own use</b>         | <b>Details</b>  | Fund to which asset belongs     | Cost (optional)         | Current value (optional)     |
|   |   |                                 | -                       | -                            |
|   |   |                                 | -                       | -                            |
|   |   |                                 | -                       | -                            |
|   |   |                                 | -                       | -                            |
|   |   |                                 | -                       | -                            |
|   |   |                                 | -                       | -                            |
|   |   |                                 | -                       | -                            |
| <b>B5 Liabilities</b>                                       | <b>Details</b>  | Fund to which liability relates | Amount due (optional)   | When due (optional)          |
|   |   |                                 | -                       |                              |
|   |   |                                 | -                       |                              |
|   |   |                                 | -                       |                              |
|   |   |                                 | -                       |                              |
| Signed by one or two trustees on behalf of all the trustees |   |                                 |                         |                              |
|   | Signature   | Print Name                      | Date of approval        |                              |
|   |  | Amanda Davies                   | 30/06/2024              |                              |



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity  
Impstone Pre-School

**On accounts for the year  
ended**

31st August 2023

**Charity no  
(if any)**

1140075

**Set out on pages**

1 to 3

(remember to include the page numbers of additional sheets)

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent  
examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities 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.

Signed:  Date:

Name:

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

Address:

**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.**

Nothing to report

**IMPSTONE PRE-SCHOOL**

England & Wales - Charity number 1140075

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# Accounts

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## Trustees' Annual Report for the period

|                         |  |                 |               |              |  |                         |                 |              |
|-------------------------|--|-----------------|---------------|--------------|--|-------------------------|-----------------|--------------|
|                         | Period start date  | Period end date |               |              |  |                         |                 |              |
| <b>From</b>             | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;">Day<br/>1st</td> <td style="width: 33%; text-align: center;">Month<br/>Sept</td> <td style="width: 33%; text-align: center;">Year<br/>2021</td> </tr> </table> | Day<br>1st      | Month<br>Sept | Year<br>2021 | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;">Day<br/>31<sup>st</sup></td> <td style="width: 33%; text-align: center;">Month<br/>August</td> <td style="width: 33%; text-align: center;">Year<br/>2022</td> </tr> </table> | Day<br>31 <sup>st</sup> | Month<br>August | Year<br>2022 |
| Day<br>1st              | Month<br>Sept  | Year<br>2021    |               |              |  |                         |                 |              |
| Day<br>31 <sup>st</sup> | Month<br>August  | Year<br>2022    |               |              |  |                         |                 |              |
|                         | <b>To</b>  |                 |               |              |  |                         |                 |              |

|                          |                                     |
|--------------------------|-------------------------------------|
| <b>Section A details</b> | <b>Reference and administration</b> |
|--------------------------|-------------------------------------|

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

|                 |                             |
|-----------------|-----------------------------|
|                 | Pamber Heath Memorial Hall  |
|                 | Pamber Heath Road           |
|                 | Pamber Heath, Tadley, Hants |
| <b>Postcode</b> | <b>RG26 3TQ</b>             |

**Names of the charity trustees who manage the charity**

| No | Trustee name        | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|---------------------|-----------------|-----------------------------------|---|
| 1  | Jenny Marshall      | Chair           |                                   |   |
| 2  | Christine McGarvie  | Treasurer       |                                   |   |
| 3  | Rebecca Kingston    | Secretary       |                                   |   |
| 4  | Amanda Davies       | Manager/Trustee |                                   |   |
| 5  | Georgina Biltcliffe | Trustee         |                                   |   |
| 6  | Lizzie West         | Trustee         |                                   |   |
| 7  | Michelle Day        | Trustee         |                                   |   |
| 8  |                     |                 |                                   |   |
| 9  |                     |                 |                                   |   |
| 10 |                     |                 |                                   |   |
| 11 |                     |                 |                                   |   |

|  |  |  |  |  |  |    |   |  |  |  |  |
|--|--|--|--|--|--|----|---|--|--|--|--|
|  |  |  |  |  |  | 12 |   |  |  |  |  |
|  |  |  |  |  |  | 13 |   |  |  |  |  |
|  |  |  |  |  |  | 14 |   |  |  |  |  |
|  |  |  |  |  |  | 15 |   |  |  |  |  |
|  |  |  |  |  |  | 16 |   |  |  |  |  |
|  |  |  |  |  |  | 17 |   |  |  |  |  |
|  |  |  |  |  |  | 18 |   |  |  |  |  |
|  |  |  |  |  |  | 19 |   |  |  |  |  |
|  |  |  |  |  |  | 20 |   |  |  |  |  |
|  |  |  |  |  |  |    | <b>Names of the trustees for the charity, if any, (for example, any custodian trustees)</b> |  |  |  |  |
|  |  |  |  |  |  |    | <b>Name</b>   | <b>Dates acted if not for whole year</b> |  |  |  |

|  |             |                |  |
|--|-------------|----------------|--|
| <b>Names and addresses of advisers (Optional information)</b>                          |             |                |  |
| <b>Type of adviser</b>   | <b>Name</b> | <b>Address</b> |  |
|  |             |                |  |
|  |             |                |  |
|  |             |                |  |
|  |             |                |  |
| <b>Name of chief executive or names of senior staff members (Optional information)</b> |             |                |  |
|  |             |                |  |

## **Section B                      Structure, governance and management**

|   |   |
|---|---|
| <b>Description of the charity's trusts</b>                          |   |
| Type of governing document<br>(eg. trust deed, constitution)        | Constitution (Pre-school Learning Alliance Model Constitution 2011 adopted 27/6/12, previously 2008 version).   |
| How the charity is constituted<br>(eg. trust, association, company) | Trust   |
| Trustee selection methods<br>(eg. appointed by, elected by)         | All Family Members (Parents) are invited to stand for the posts and act as trustees. The nominations, elections and appointments are made at the AGM in line with CC requirements, our constitution and our procedures. |

Trustees can also be appointed through these procedures.

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity’s organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- Trustees’ consideration of major risks and the system and procedures to manage them.

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The pre-school is affiliated to the Preschool Learning Alliance, and is supported, monitored and regulated by Hampshire County Council & Hampshire Early Years team. As a preschool we are also inspected and regulated by Ofsted.

The preschool also maintains strong links with local and feeder schools and any social support networks/agencies as required.

We undertake regular reviews of our policies and procedures (which can be accessed via the preschool website [www.impstonepreschool.co.uk](http://www.impstonepreschool.co.uk)).

These include a conflicts of interest policy, controls and reporting process; trustee expenses policy; expenditure over £250 process; a reserves policy; as well as complying with the requirements under employment law and other such related regulations.

Trustees are nominated and elected in line with our governing document. All trustees are given a welcome pack upon appointment (available via the website) and are required to submit the required declarations and sign confidentiality agreements, as well as complete the EY2 (CRB/DBS) checks.

We work hard to ensure we have a fully inclusive, approachable, friendly, open atmosphere, whilst maintaining security and confidentiality. We readily welcome feedback and input from staff and Family Members (parents/carers), and willingly offer support and guidance where necessary.

| <b>Section C</b>   |   | <b>Objectives and activities</b> |
|--|---|----------------------------------|
| <b>Summary of the objects of the charity set out in its governing document</b> | <p>The preschool aims to provide fully inclusive, affordable, and accessible childcare and education to pre-school aged children (age 2 – statutory school age), in a safe and supportive environment and work in partnership with parents in the provision of this, regardless of race, religion, disability or ethnicity.</p> |                                  |

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Impstone and Cherry Trees Preschool is the only charity run preschool within the local area. We are open Monday to Friday during term time and offer funded and affordable childcare and education to children aged 2 to statutory school age, on a sessional or day basis, with additional lunch clubs available.

Children are cared for by qualified paid staff who have shown great dedication and commitment to the preschool and have worked hard to become an effective team under the Manager's leadership. The preschool has a deputy who oversees the staff and reports to the manager.

The team takes part in necessary training on a timely basis relating to all parts of the statutory framework with regards to Safeguarding and First Aid. There has also been training to all the staff relating to the use of Makaton, symbols and visuals to aid communication for all children. One staff member has completed level 8 and disseminates this training to other staff.

The team has worked efficiently to provide a nurturing, stimulating and educational environment where the children learn through investigation and imaginative play, as well as structured learning activities on an individual or group basis. The children are encouraged to develop their awareness of others and understanding of differences, as well as developing life skills, such as sharing, co-operation and negotiation.

Staff with specialist roles continue to help the setting manage areas of need, specifically in Behaviour Management and Speech & Language, where activities and resources to target and encourage children are planned for and provided, especially as we see a higher number of children with needs in these areas.

The preschool continually reviews their working practices and seek the advice of support agencies to ensure continued

improvement and have policies and procedures in place to ensure their legal and regulatory compliance.

The preschool actively encourages parental involvement in the management of the preschool and the development of their children, both within the setting and at home.

The management team continue to build on the links with the feeder schools.

The manager also leads a local cluster group for all preschools and nurseries which ensures all are benefiting from a depth of knowledge and sharing of experiences and training to provide the best opportunities for all the children.

The parents and children have supported the preschool through fundraising activities held on sports day, Christmas and Easter celebration as well as Mother's and Father's days and the end of term 'graduation'.

#### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The committee is run on a voluntary basis and meets every half term to hear the Managers report and plan special events and fundraising.

#### **THANKS**

Huge thanks go to the committee Chair (Jenny Marshall) who has been an amazing support with her knowledge of education, special needs and all things Early Years. Coming from a senior leadership role within a large special needs school, she is able to support the manager in various aspects within the preschool.

Thanks also go to the Treasurer (Christine McGarvie) who has given time to ensure banking procedures have been undertaken in a timely manner and also taking a very active part in helping to raise awareness for any funds we may be

entitled to, either as a setting or towards our new building project (updates below).

As always, a big and special thanks must be given to Amanda for her selflessness, drive, determination and unwavering dedication in the management of the pre-school and for ensuring its continued growth and reputation within the community.

She leads by example and works over and above her job description and remit. Amanda is immensely well respected by parents, staff and other settings in the local area.

Amanda works incredibly hard to ensure the smooth running of the preschool and education and welfare of all the children. She worked tirelessly to ensure high standards are set and adhered to and we are confident that an OUTSTANDING grade is only a hairsbreadth away – next time!

Finally, the committee as a whole extend their grateful thanks and appreciation to ALL the staff for the dedication, hard work, flexibility and commitment they have shown and continue to give to the preschool.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The Committee met when possible, during the school year to discuss fundraising events. Financial meetings were held on site with the chair, accountant, treasurer and manager to ensure finances continued to be used effectively.

#### Main Project

The Parish, Hall Committee and Preschool have been working together to look at ways to secure funding to pay for this enormous build plan and refurbishment / modernisation of the hall. This will result in a purpose built area for the preschool.

In the meantime, the preschool still holds a savings fund of approx. £44,000 which will be used towards this and ways to support the preschool until the time of this new extension taking place.

### Growth

Over this year we have seen a significant rise in the number of parents choosing Impstone and Cherry Trees Preschool for their child. Numbers each day are high which has meant more staff have been appointed.

The number of SEN children has also increased as other preschools are unable to cope with their physical or educational learning disability.

One staff member has begun their training for Level 3 in child care.

### Committee

We continue to increase our committee membership focusing on highlighting the importance of the committee as part of the preschool's running.

As always, our thanks go to all the current, leaving and new trustees for their support, and to all our Family Members without whom our successes would not have been so great.

## **Section E**

## **Financial review**

### **Brief statement of the charity's policy on reserves**

The preschool reserve has been established and maintained throughout the school year and provides 6 weeks of funds for all compulsory payments and wages/redundancy payments.

Any "profit" has been allocated to the new build project or to any new equipment

### **Details of any funds materially in deficit**

None

### **Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

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

The majority of funding is met through the Nursery Grant system.

Further funding comes through sessional fees and lunch club from unfunded parents/take-up. We also raise funds through various fundraising and educational activities.

We also receive grants from Hampshire to enable the purchase of extra equipment to support our funded 2-year-olds.

Our expenditure has fully supported our key objectives to provide a quality, safe and stimulating environment for the children to learn through play. Expenditure has included staff wages, rent and maintenance of premises as well as new play equipment and training costs.

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

|  |
|--|
| <b>Section F                      Other optional information</b> |
|--|

We thank the Pamber Parish Council and the Pamber Heath Memorial Hall Committee for their continued support and belief in us.

|   |
|---|
| <b>Section G                      Declaration</b> |
|---|

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg  
Secretary, Chair,  
etc)

Date



## Receipts and payments accounts

|                        |                                 |    |                               |
|------------------------|---------------------------------|----|-------------------------------|
| For the period<br>from | Period start date<br>01/09/2021 | To | Period end date<br>31/08/2022 |
|------------------------|---------------------------------|----|-------------------------------|

### Section A Receipts and payments

|   | Unrestricted funds<br>to the nearest £ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |  |                                      |                                     |                                 |                               |
| Fees  | 20,065                                 | -                                    | -                                   | 20,065                          | 8,122                         |
| Funding   | 86,304                                 | -                                    | -                                   | 86,304                          | 86,811                        |
| Grant   | -                                      | -                                    | -                                   | -                               | -                             |
| Fund Raising  | 210                                    | -                                    | -                                   | 210                             | 151                           |
| Donations   | 98                                     | -                                    | -                                   | 98                              | 1,409                         |
| Bank Interest   | 5                                      | -                                    | -                                   | 5                               | 4                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total (Gross income for AR)</b>                | <b>106,683</b>                         | <b>-</b>                             | <b>-</b>                            | <b>106,683</b>                  | <b>93,679</b>                 |
| <b>A2 Asset and investment sales, (see table).</b>    |  |                                      |                                     |                                 |                               |
|   | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                               | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>106,683</b>                         | <b>-</b>                             | <b>-</b>                            | <b>106,683</b>                  | <b>93,679</b>                 |
| <b>A3 Payments</b>                                    |  |                                      |                                     |                                 |                               |
| Hall Rental   | 3,657                                  | -                                    | -                                   | 3,657                           | 170                           |
| Equipment & Materials                                 | 1,844                                  | -                                    | -                                   | 1,844                           | 267                           |
| Cleaning & Supplies                                   | 781                                    | -                                    | -                                   | 781                             | 791                           |
| Setting Development                                   | -                                      | -                                    | -                                   | -                               | -                             |
| Advertising   | 100                                    | -                                    | -                                   | 100                             | 130                           |
| Insurance   | 383                                    | -                                    | -                                   | 383                             | 1,230                         |
| Miscellaneous   | 5,590                                  | -                                    | -                                   | 5,590                           | 289                           |
| Office Supplies                                       | 1,287                                  | -                                    | -                                   | 1,287                           | 1,469                         |
| Prof Fees   | 1,915                                  | -                                    | -                                   | 1,915                           | 1,909                         |
| Staff Costs   | 83,797                                 | -                                    | -                                   | 83,797                          | 88,320                        |
| Staff Uniforms  | 568                                    | -                                    | -                                   | 568                             | -                             |
| Waste Disposal  | 332                                    | -                                    | -                                   | 332                             | 240                           |
| Website   | 180                                    | -                                    | -                                   | 180                             | 161                           |
| Training  | 1,060                                  | -                                    | -                                   | 1,060                           | 650                           |
| Subscriptions   | 276                                    | -                                    | -                                   | 276                             | 316                           |
| Learning Journals                                     | -                                      | -                                    | -                                   | -                               | 97                            |
| EYPP ecpe   | -                                      | -                                    | -                                   | -                               | -                             |
| Trips   | -                                      | -                                    | -                                   | -                               | -                             |
| Cherry Trees Purchase                                 | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>101,770</b>                         | <b>-</b>                             | <b>-</b>                            | <b>101,770</b>                  | <b>96,039</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>101,770</b>                         | <b>-</b>                             | <b>-</b>                            | <b>101,770</b>                  | <b>96,039</b>                 |
| <b>Net of receipts/(payments)</b>                     | <b>4,913</b>                           | <b>-</b>                             | <b>-</b>                            | <b>4,913</b>                    | <b>- 2,360</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>43,574</b>                          | <b>-</b>                             | <b>-</b>                            | <b>43,574</b>                   | <b>45,934</b>                 |
| <b>Cash funds this year end</b>                       | <b>48,487</b>                          | <b>-</b>                             | <b>-</b>                            | <b>48,487</b>                   | <b>43,574</b>                 |

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

| Categories           | Details  | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|----------------------|--|---------------------------------|-------------------------------|------------------------------|
| <b>B1 Cash funds</b> | Bank - Current   | 9,193                           | -                             | -                            |
|                      | Bank - Reserve   | 40,622                          |                               |                              |
|                      | Outstanding Fees                                       | 30                              | -                             | -                            |
|                      | Payments made, not cleared bank                        | - 1,358                         | -                             | -                            |
|                      | <b>Total cash funds</b>                                | <b>48,487</b>                   | <b>-</b>                      | <b>-</b>                     |
| -                    | 0.04   | OK                              | OK                            | OK                           |
|                      | (agree balances with receipts and payments account(s)) |                                 |                               |                              |


| <b>B2 Other monetary assets</b> | Details | Unrestricted to nearest £ | Restricted to nearest £ | Endowment to nearest £ |
|---------------------------------|---------|---------------------------|-------------------------|------------------------|
|                                 |         | -                         | -                       | -                      |
|                                 |         | -                         | -                       | -                      |
|                                 |         | -                         | -                       | -                      |
|                                 |         | -                         | -                       | -                      |
|                                 |         | -                         | -                       | -                      |
|                                 |         | -                         | -                       | -                      |

| <b>B3 Investment assets</b> | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|-----------------------------|-----------------|--------------------------|
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |

| <b>B4 Assets retained for the charity's own use</b> | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|---------|-----------------------------|-----------------|--------------------------|
|   |         |                             | -               | -                        |
|   |         |                             | -               | -                        |
|   |         |                             | -               | -                        |
|   |         |                             | -               | -                        |
|   |         |                             | -               | -                        |
|   |         |                             | -               | -                        |
|   |         |                             | -               | -                        |
|   |         |                             | -               | -                        |

| <b>B5 Liabilities</b> | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|---------------------|
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |

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

| Signature   | Print Name    | Date of approval |
|---|---------------|------------------|
|  | Amanda Davies | 26/06/2023       |



**Section A**

**Independent Examiner's Report**

|   |                              |                                |         |
|---|------------------------------|--------------------------------|---------|
| <b>Report to the trustees/<br/>members of</b> | Impstone Pre-School          |                                |         |
| <b>On accounts for the year<br/>ended</b>     | 31 <sup>st</sup> August 2022 | <b>Charity no<br/>(if any)</b> | 1140075 |
|   | <b>Set out on pages</b> 1-2  |                                |         |

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2022

**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").

**Independent  
examiner's statement**

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.

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:**

**Name:**

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

**Address:**

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.**

Nothing to report

**IMPSTONE PRE-SCHOOL**

England & Wales - Charity number 1140075

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# Accounts

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# Trustees' Annual Report for the period

Period start date                      Period end date  
 Day            Month            Year            Day    Month            Year  
**From**    1st            Sept            2020    **To**    31<sup>st</sup>    August            2021

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## Section A Reference and administration details

**Charity name** Impstone & Cherry Trees Preschools

**Other names charity is known by** Impstone & Cherry Trees Preschools

**Registered charity number (if any)** 1140075

**Charity's principal address** Pamber Heath Memorial Hall

Pamber Heath Road

Pamber Heath, Tadley, Hants

**Postcode**                      **RG26 3TQ**

### 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  | Jenny Marshall     | Chair           |                                   |   |
| 2  | Christine McGarvie | Treasurer       |                                   |   |
| 3  | Rebecca Kingston   | Secretary       |                                   |   |
| 4  | Amanda Davies      | Manager/Trustee |                                   |   |
| 5  | Rachel Hughes      | Trustee         |                                   |   |
| 6  | Samantha Kuflik    | Trustee         |                                   |   |
| 7  |                    |                 |                                   |   |
| 8  |                    |                 |                                   |   |
| 9  |                    |                 |                                   |   |
| 10 |                    |                 |                                   |   |
| 11 |                    |                 |                                   |   |
| 12 |                    |                 |                                   |   |

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- 18
- 19
- 20

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

**Name** **Dates acted if not for whole year**

| Names and addresses of advisers (Optional information)                          |                |         |  |
|---|----------------|---------|--|
| Type of adviser   | Name           | Address |  |
| Accountant  | Vikie Trussler |         |  |
|   |                |         |  |
|   |                |         |  |
|   |                |         |  |
| Name of chief executive or names of senior staff members (Optional information) |                |         |  |
|   |                |         |  |

## Section B Structure, governance and management

| Description of the charity's trusts  |  |
|--|--|
| Type of governing document<br><small>(eg. trust deed, constitution)</small>        | Constitution (Pre-school Learning Alliance Model Constitution 2011 adopted 27/6/12, previously 2008 version).  |
| How the charity is constituted<br><small>(eg. trust, association, company)</small> | Trust  |
| Trustee selection methods<br><small>(eg. appointed by, elected by)</small>         | All Family Members (Parents) are invited to stand for the posts and act as trustees. The nominations, elections and appointments are made at the AGM in line with CC requirements, our constitution and our procedures. Trustees can also be appointed through these procedures. |

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- Trustees' consideration of major risks and the system and procedures to manage them.

Impstone and Cherry Trees are charity run preschools offering funded and affordable childcare. We are a not-for-profit organisation, which is managed by our Parent Management Committee (Trustees). We are affiliated to the Preschool Learning Alliance and regulated by the Charity Commission. We are compliant with legal and regulatory requirements and operate a best practice policy.

The preschools are affiliated to the Preschool Learning Alliance, and are supported, monitored and regulated by Hampshire County Council & Hampshire Early Years team. As preschools we are also inspected and regulated by Ofsted.

The preschools also maintain strong links with local and feeder schools and any social support networks/agencies as required.

We undertake regular reviews of our policies and procedures (which can be accessed via the preschool website [www.impstonepreschool.co.uk](http://www.impstonepreschool.co.uk)).

These include a conflicts of interest policy, controls and reporting process; trustee expenses policy; Expenditure over £250 process; a reserves policy; as well as complying with the requirements under employment law and other such related regulations.

Trustees are nominated and elected in line with our governing document. All trustees are given a welcome pack upon appointment (available via the website) and are required to submit the required declarations and sign confidentiality agreements, as well as complete the EY2 (inc DBS) checks.

We work hard to ensure we have a fully inclusive, approachable, friendly, open atmosphere, whilst maintaining security and confidentiality. We readily welcome feedback and input from staff and Family Members (parents/carers), and willingly offer support and guidance where necessary.

| Section C  |   | Objectives and activities |
|--|---|---------------------------|
| <b>Summary of the objects of the charity set out in its governing document</b> | The preschools aim to provide fully inclusive, affordable and accessible childcare and education to preschool aged children (age 2 – statutory school age), in safe and supportive environments and work in partnership with parents in the provision of this, regardless of race, religion, disability or ethnicity. |                           |
| <b>Summary of the main activities undertaken for the public benefit</b>        | Impstone and Cherry Trees Preschools are the only charity run preschools within   |                           |

**in relation to these objects  
(include within this section the  
statutory declaration that  
trustees have had regard to the  
guidance issued by the Charity  
Commission on public benefit)**

the local area. They are open Monday to Friday during term time and offer funded and affordable childcare and education to children aged 2 to statutory school age, on a sessional or day basis, with additional lunch clubs available.

Children are cared for by qualified paid staff who have shown great dedication and commitment to the preschools and have worked hard to become effective teams under the Manager's leadership. Each preschool has a deputy who oversee the staff and report to the manager.

The teams take part in necessary training on a timely basis relating to all parts of the statutory framework with regards to Safeguarding and First Aid. There has also been training to all the staff relating to the use of Makaton, symbols and visuals to aid communication for all children.

The teams have worked efficiently to provide nurturing, stimulating and educational environments where the children learn through investigation and imaginative play, as well as structured learning activities on an individual or group basis. The children are encouraged to develop their awareness of others and understanding of differences, as well as developing life skills, such as sharing, co-operation and negotiation.

Specialist Roles are now well established to help the settings manage areas of need, specifically in Behaviour Management and Speech & Language, where activities and resources to target and encourage children are planned for and provided, especially as we see a higher number of children with needs in these areas.

The preschools continually review their working practices and seek the advice of support agencies to ensure continued improvement and have policies and procedures in place to ensure their legal and regulatory compliance.

The preschools actively encourage parental involvement in the management of the preschools and the development of their children, both within the setting and at home.

The management team continue to build on ever stronger links with the feeder schools but due to covid restrictions, there have been no attendance at events with the main catchment area schools or any opportunity for those schools to attend preschool events or meet parents at the preschool settings.

The manager also leads a local cluster group for all preschools and nurseries which ensures we are all benefiting from our depth of knowledge and sharing experiences and training to provide the best opportunities for all our children.

The parents and children have supported the school through fundraising activities. Due to covid restrictions families were not able to attend preschool to share in activities and projects so relied on zoom calls and telephone calls.

#### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The committee is run on a voluntary basis.

It has been a difficult year with all the covid restrictions making it difficult for the committee to meet face to face. However, zoom calls proved to work and the preschools ran as close to usual as possible.

#### **THANKS**

Huge thanks go to the committee Chair (Jenny Marshall) who has been an amazing support with her knowledge of education, special needs and all things Early Years. Coming from a senior leadership role within a large special needs school, she is able to support the manager in various aspects within the preschool.

Thanks also go to the Treasurer (Christine McGarvie) who has given time to ensure banking procedures have been undertaken in a timely manner and also taking a very active part in helping to raise awareness for any funds we may be entitled to, either as a setting or towards our new building project (updates below).

As always, a big and special thanks must be given to Amanda for her selflessness, drive, determination and unwavering dedication in the management of the preschools and for ensuring their continued growth and reputation within the community.

She leads by example and works over and above her job description and remit. Amanda is immensely well respected by parents, staff and other settings in the local area.

Amanda has had to work incredibly hard to ensure the preschool was open to as many children as possible during the covid lockdowns. She organised bubbles to ensure the children and staff were kept safe and was able to provide the same high level of care and education.

She worked tirelessly to ensure high standards were set and adhered to and we are confident that an OUTSTANDING grade is only a hairsbreadth away – next time!

Finally, the committee as a whole extend their grateful thanks and appreciation to ALL the staff for the dedication, hard work, flexibility and commitment they have shown and continue to give to the preschools.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The Committee met when possible, during the school year to discuss fundraising events. Financial meetings were held either on site or via zoom with the chair, accountant, treasurer and manager to ensure finances continued to be used effectively.

Unfortunately, due to the Covid restrictions we were unable to hold as many fundraising or parent events as we would

have liked. We managed to ensure parents did not miss out on their child's graduation by providing a very socially distanced event outside.

#### Main Project

The Parish, Hall Committee and Preschool have been working together to look at ways to secure funding to pay for this enormous build plan. We hope to have more to share next year with regards to progress.

In the meantime, the preschool still holds a savings fund of approx. £44,000 which will be used towards this and ways to support the preschool until the time of this new extension taking place.

#### Growth

Over this year we have seen a significant decline in the number of children around our area requiring childcare with the hours we are able to offer, therefore our numbers haven't been as high as in previous years, however in March 2019, an amazing opportunity to expand our preschool in another way came up.

One of the preschools in the next village, Cherry Trees in Silchester, was offered to the preschool as an additional setting to run alongside Impstone.

After several meetings with the owners of Cherry Trees and the Impstone Committee, it was agreed this would be a great asset to add to the Impstone umbrella and in May 2019, Impstone officially purchased Cherry Trees Preschool.

Over the summer term and holidays, we spoke to the families continuing to stay in September, providing security for their child as well as a big online advertising campaign to let families in the local and surrounding areas know of the change.

Adding Cherry Trees to the Impstone brand allowed us to secure jobs for staff currently at Impstone, who may've had to reduce hours for September due to lesser children. We also kept on the 2 remaining staff members from Cherry Trees.

Over the Summer break, we prepared Cherry Trees for September to bring it alongside our already successful Impstone ethos.

Cherry Trees continues to be an asset to the Impstone brand. We are proud that we were able to keep both sites open to support families and keyworkers. Our staff worked

hard to ensure we kept everyone as safe as possible by working in 'bubbles'.

However, we have seen a natural decline in parental visits and hope that this will improve as we come out of the covid restrictions.

Committee

We are still hoping to increase our committee membership, aiming to focus on highlighting the importance of the committee as part of the preschool's running.

As always, our thanks go to all the current trustees for their support, and to all our Family Members without whom our successes would not have been so great.

**Section E Financial review**

**Brief statement of the charity's policy on reserves**

The preschool reserve has been established and maintained throughout the school year and provides 6 weeks of funds for all compulsory payments and wages/redundancy payments.

Any "profit" has been allocated to the new build project or to any new equipment

**Details of any funds materially in deficit**

None

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

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

The majority of funding is met through the Nursery Grant system.

Further funding comes through sessional fees and lunch club from unfunded parents/take-up. We also raise funds through various fundraising and educational activities.

We also receive grants from Hampshire to enable the purchase of extra equipment to support our funded 2-year-olds.

Our expenditure has fully supported our key objectives to provide a quality, safe and stimulating environment for the children to learn through play. Expenditure has included staff wages, rent and maintenance of premises as well as new play equipment and training costs.

**Section F****Other optional information**

The Preschool has also secured a wonderful team of bank staff who have been as dedicated and enthusiastic as the permanent team members

We thank the Pamber Parish Council and the Pamber Heath Memorial Hall Committee for their continued support and belief in us.

**Section G****Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

J Marshall

Full name(s)

Jenny Marshall

Position (eg  
Secretary, Chair,  
etc)

MANAGER  
&TRUSTEE

Date 06 / 06 / 2022



## Receipts and payments accounts

|                     |                                 |    |                               |
|---------------------|---------------------------------|----|-------------------------------|
| For the period from | Period start date<br>01/09/2020 | To | Period end date<br>31/08/2021 |
|---------------------|---------------------------------|----|-------------------------------|

### Section A Receipts and payments

|   | Unrestricted funds<br>to the nearest £ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |  |                                      |                                     |                                 |                               |
| Fees  | 8,122                                  | -                                    | -                                   | 8,122                           | 9,939                         |
| Funding   | 86,811                                 | -                                    | -                                   | 86,811                          | 91,941                        |
| Grant   | -                                      | -                                    | -                                   | -                               | -                             |
| Fund Raising  | 151                                    | -                                    | -                                   | 151                             | 540                           |
| Donations   | 1,409                                  | -                                    | -                                   | 1,409                           | 210                           |
| Bank Interest   | 4                                      | -                                    | -                                   | 4                               | 23                            |
|   | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total (Gross income for AR)</b>                | <b>93,679</b>                          | <b>-</b>                             | <b>-</b>                            | <b>93,679</b>                   | <b>102,653</b>                |
| <b>A2 Asset and investment sales, (see table).</b>    |  |                                      |                                     |                                 |                               |
|   | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                               | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>93,679</b>                          | <b>-</b>                             | <b>-</b>                            | <b>93,679</b>                   | <b>102,653</b>                |
| <b>A3 Payments</b>                                    |  |                                      |                                     |                                 |                               |
| Hall Rental   | 170                                    | -                                    | -                                   | 170                             | 6,280                         |
| Equipment & Materials                                 | 267                                    | -                                    | -                                   | 267                             | 2,178                         |
| Cleaning & Supplies                                   | 791                                    | -                                    | -                                   | 791                             | 978                           |
| Setting Development                                   | -                                      | -                                    | -                                   | -                               | -                             |
| Advertising   | 130                                    | -                                    | -                                   | 130                             | -                             |
| Insurance   | 1,230                                  | -                                    | -                                   | 1,230                           | 1,080                         |
| Miscellaneous   | 289                                    | -                                    | -                                   | 289                             | 470                           |
| Office Supplies                                       | 1,469                                  | -                                    | -                                   | 1,469                           | 1,636                         |
| Prof Fees   | 1,909                                  | -                                    | -                                   | 1,909                           | 1,894                         |
| Staff Costs   | 88,320                                 | -                                    | -                                   | 88,320                          | 91,500                        |
| Staff Uniforms  | -                                      | -                                    | -                                   | -                               | 618                           |
| Waste Disposal  | 240                                    | -                                    | -                                   | 240                             | 840                           |
| Website   | 161                                    | -                                    | -                                   | 161                             | 138                           |
| Training  | 650                                    | -                                    | -                                   | 650                             | 546                           |
| Subscriptions   | 316                                    | -                                    | -                                   | 316                             | 322                           |
| Learning Journals                                     | 97                                     | -                                    | -                                   | 97                              | -                             |
| EYPP ecpe   | -                                      | -                                    | -                                   | -                               | -                             |
| Trips   | -                                      | -                                    | -                                   | -                               | -                             |
| Cherry Trees Purchase                                 | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>96,039</b>                          | <b>-</b>                             | <b>-</b>                            | <b>96,039</b>                   | <b>108,480</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>96,039</b>                          | <b>-</b>                             | <b>-</b>                            | <b>96,039</b>                   | <b>108,480</b>                |
| <b>Net of receipts/(payments)</b>                     | <b>- 2,360</b>                         | <b>-</b>                             | <b>-</b>                            | <b>- 2,360</b>                  | <b>- 5,826</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>45,934</b>                          | <b>-</b>                             | <b>-</b>                            | <b>45,934</b>                   | <b>45,934</b>                 |
| <b>Cash funds this year end</b>                       | <b>43,574</b>                          | <b>-</b>                             | <b>-</b>                            | <b>43,574</b>                   | <b>40,108</b>                 |

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

| Categories           | Details  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|----------------------|--|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b> | Bank - Current   | 1,849                              | -                                | -                               |
|                      | Bank - Reserve   | 42,737                             | -                                | -                               |
|                      | Outstanding Fees                                       | 20                                 | -                                | -                               |
|                      | Payments made, not cleared bank                        | - 1,032                            | -                                | -                               |
|                      | <b>Total cash funds</b>                                | <b>43,574</b>                      | <b>-</b>                         | <b>-</b>                        |
|                      | (agree balances with receipts and payments account(s)) | OK                                 | OK                               | OK                              |


| <b>B2 Other monetary assets</b> | Details | Unrestricted<br>to nearest £ | Restricted<br>to nearest £ | Endowment<br>to nearest £ |
|---------------------------------|---------|------------------------------|----------------------------|---------------------------|
|                                 |         | -                            | -                          | -                         |
|                                 |         | -                            | -                          | -                         |
|                                 |         | -                            | -                          | -                         |
|                                 |         | -                            | -                          | -                         |
|                                 |         | -                            | -                          | -                         |
|                                 |         | -                            | -                          | -                         |

| <b>B3 Investment assets</b> | Details | Fund to which<br>asset belongs | Cost (optional) | Current value<br>(optional) |
|-----------------------------|---------|--------------------------------|-----------------|-----------------------------|
|                             |         |                                | -               | -                           |
|                             |         |                                | -               | -                           |
|                             |         |                                | -               | -                           |
|                             |         |                                | -               | -                           |
|                             |         |                                | -               | -                           |

| <b>B4 Assets retained for the charity's own use</b> | Details | Fund to which<br>asset belongs | Cost (optional) | Current value<br>(optional) |
|---|---------|--------------------------------|-----------------|-----------------------------|
|   |         |                                | -               | -                           |
|   |         |                                | -               | -                           |
|   |         |                                | -               | -                           |
|   |         |                                | -               | -                           |
|   |         |                                | -               | -                           |
|   |         |                                | -               | -                           |
|   |         |                                | -               | -                           |
|   |         |                                | -               | -                           |

| <b>B5 Liabilities</b> | Details | Fund to which<br>liability relates | Amount due<br>(optional) | When due<br>(optional) |
|-----------------------|---------|------------------------------------|--------------------------|------------------------|
|                       |         |                                    | -                        |                        |
|                       |         |                                    | -                        |                        |
|                       |         |                                    | -                        |                        |
|                       |         |                                    | -                        |                        |
|                       |         |                                    | -                        |                        |

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

| Signature   | Print Name    | Date of approval |
|---|---------------|------------------|
|  | Amanda Davies | 30/06/2021       |



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Impstone Pre-School

**On accounts for the year  
ended**

31<sup>st</sup> August 2021

**Charity no  
(if any)**

1140075

**Set out on pages**

1-2

(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 **DD / MM / YYYY**.

**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:**

*LParker-Schwarz*

**Date:**

6<sup>th</sup> June 2022

**Name:**

Lynda Parker-Schwarz

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

N/A

**Address:**

Bell House 19A Church Road Pamber Heath

Tadley HANTS

RG26 3DZ

**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.**

Nothing to report

[Empty disclosure box]

**IMPSTONE PRE-SCHOOL**

England & Wales - Charity number 1140075

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# Accounts

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# Trustees' Annual Report for the period

|             |     |                   |      |           |                  |        |      |
|-------------|-----|-------------------|------|-----------|------------------|--------|------|
|             |     | Period start date |      |           | Period end date  |        |      |
| <b>From</b> | Day | Month             | Year | <b>To</b> | Day              | Month  | Year |
|             | 1st | Sept              | 2019 |           | 31 <sup>st</sup> | August | 2020 |

S

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

|                             |                 |
|-----------------------------|-----------------|
| Pamber Heath Memorial Hall  |                 |
| Pamber Heath Road           |                 |
| Pamber Heath, Tadley, Hants |                 |
| <b>Postcode</b>             | <b>RG26 3TQ</b> |

### 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  | Jenny Marshall     | Chair           |                                   |   |
| 2  | Christine McGarvie | Treasurer       |                                   |   |
| 3  | Rebecca Kingston   | Secretary       |                                   |   |
| 4  | Amanda Davies      | Manager/Trustee |                                   |   |
| 5  | Samantha Kuflik    | Trustee         |                                   |   |
| 6  | Rachel Hughes      | Trustee         |                                   |   |
| 7  |                    |                 |                                   |   |
| 8  |                    |                 |                                   |   |
| 9  |                    |                 |                                   |   |
| 10 |                    |                 |                                   |   |
| 11 |                    |                 |                                   |   |
| 12 |                    |                 |                                   |   |
| 13 |                    |                 |                                   |   |
| 14 |                    |                 |                                   |   |
| 15 |                    |                 |                                   |   |
| 16 |                    |                 |                                   |   |
| 17 |                    |                 |                                   |   |
| 18 |                    |                 |                                   |   |
| 19 |                    |                 |                                   |   |
| 20 |                    |                 |                                   |   |

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
|      |                                   |
|      |                                   |
|      |                                   |

## Names and addresses of advisers (Optional information)

| Type of adviser | Name           | Address |
|-----------------|----------------|---------|
| Bookkeeper      | Vikie Trussler |         |
|                 |                |         |
|                 |                |         |
|                 |                |         |

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

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

## Section B Structure, governance and management

### Description of the charity's trusts

|   |  |
|---|--|
| Type of governing document<br>(eg. trust deed, constitution)        | Constitution (Pre-school Learning Alliance Model Constitution 2011 adopted 27/6/12, previously 2008 version).  |
| How the charity is constituted<br>(eg. trust, association, company) | Trust  |
| Trustee selection methods<br>(eg. appointed by, elected by)         | All Family Members (Parents) are invited to stand for the posts and act as trustees. The nominations, elections and appointments are made at the AGM in line with CC requirements, our constitution and our procedures. Trustees can also be appointed through these procedures. |

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- Trustees' consideration of major risks and the system and procedures to manage them.

Impstone is a charity run pre-school offering funded and affordable childcare. We are a not for profit organisation, which is managed by our Parent Management Committee (Trustees). We are affiliated to the Pre-school Learning Alliance and regulated by the Charity Commission. We are compliant with legal and regulatory requirements and operate a best practice policy.

The pre-school is affiliated to the Pre-school Learning Alliance, and is supported, monitored and regulated by Hampshire County Council & Hampshire Early Years team. As a pre-school we are also inspected and regulated by Ofsted.

The school also maintains links with local and feeder schools and any social support networks/agencies as required.

We undertake regular reviews of our policies and procedures (which can be accessed via the pre-school website [www.impstonepreschool.co.uk](http://www.impstonepreschool.co.uk)). These include a conflicts of interest policy, controls and reporting process; trustee expenses policy; Expenditure over £250 process; a reserves policy; as well as complying with the requirements under employment law and other such related regulations.

Trustees are nominated and elected in line with our governing document. All trustees are given a welcome pack upon appointment (available via the website) and are required to submit the required declarations and sign confidentiality agreements, as well as complete the EY2 (CRB/DBS) checks.

We work hard to ensure we have a fully inclusive, approachable, friendly, open atmosphere, whilst maintaining security and confidentiality. We readily welcome feedback and input from staff and Family Members (parents/carers), and willingly offer support and guidance where necessary.

**Summary of the objects of the charity set out in its governing document**

The pre-school aims to provide fully inclusive, affordable and accessible childcare to pre-school aged children (age 2 – statutory school age), in a safe and supportive environment and to work in partnership with parents in the provision of this, regardless of race, religion, disability or ethnicity.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Impstone Pre-school is the only charity run preschool within the local area. It is open Monday to Friday during term time and offers funded and affordable childcare to children aged 2 to statutory school age, on a sessional day basis, with additional lunch clubs available. Afternoon sessions are also available 3 days a week.

Children are cared for by qualified and trainee, paid staff who have shown great dedication and commitment to the school and have worked hard to become an effective team under the Manager’s leadership.

The team take part in necessary training on a timely basis relating to all parts of the statutory framework with regards to Safeguarding and First Aid. There has also been training to all the staff relating to the use of Makaton, symbols and visuals to aid communication for all children. 2 of our staff also passed their level 3 Early Years qualifications and we started 2 new members of staff on their level 3.

The team have worked efficiently to provide a nurturing, stimulating and educational environment where the children can learn through investigation and imaginative play, as well as structured learning activities on an individual and group basis. The children are encouraged to develop their awareness of others and understand differences, as well as develop life skills, such as sharing, co-operation and negotiation.

Specialist Roles are now well established to help the setting manage areas of need, specifically in Behaviour Management and Speech & Language, where each provides activities and resources to target and encourage children in these areas, especially as we see a higher number of children with needs in these areas.

The school continually reviews its working practices and seeks the advice of support agencies to ensure continued improvement and has policies and procedures in place to ensure its legal and regulatory compliance.

The school actively encourages parental involvement in the management of the pre-school and the development of their children, both within the setting and at home.

The management team continues to build on ever stronger links with the feeder schools and has attended a number of events throughout the school year at the main catchment area schools.

The manager also leads a local cluster group for all preschools and nurseries to ensure we are all benefiting from our depth of knowledge and sharing experiences and training to provide the best opportunities for all our children.

The parents and children have actively supported the school through fundraising activities. Many families have attended school throughout the year to share in activities and projects that have been held.

## Additional details of objectives and activities (Optional information)

The committee is run on a voluntary basis.

### THANKS

Huge thanks go to the committee Chair (Jenny Marshall) who has been an amazing support with her knowledge of education, special needs and all things Early Years, as well as coming from a senior leadership role herself within a school, able to support the manager in various aspects within the preschool.

Thanks to Rebecca Kingston for continuing with the Secretary role and working with Jenny to get to grips with what this entails and being on hand to support whenever needed.

Thanks go to the Treasurer (Christine McGarvie) who has given time to ensure banking procedures have been undertaken in a timely manner and also being a very active part in helping to raise awareness for any funds we may be entitled to, either as a setting or towards our new building project (updates below).

We would also like to thank our local Vicar (Cathy Pynn), who continues to attend the setting to play with the children and incorporate religious stories and activities into special events (such as Christmas and Easter) as well as offering support to the staff and Family Members.

As always, a big and special thanks must be given to Amanda for her selflessness, drive, determination and unwavering dedication in the management of the pre-school and for ensuring its continued growth and reputation within the community.

We are confident that an OUTSTANDING grade is only a hairsbreadth away – next time!

Finally, the committee as a whole extend their grateful thanks and appreciation to ALL the staff for the dedication, hard work, flexibility and commitment they have shown and continue to give to the pre-school.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

### Summary of the main achievements of the charity during the year

The Committee met during the school year to discuss fundraising events and any other financial meetings were held with the chair, accountant, treasurer and manager to ensure finances continued to be used effectively.

The AGM in December 18 proved very successful in bringing more parents to the meeting, engaging in what the committee is all about. We trialled this after our Christmas Carol event this year as parents were already at the setting, so thought was a great time to catch them! We were able to sign up 4 new parent members for active support.

We have held various fund raising events, including coffee and cake sales, joined in with nationwide events such as Red Nose Day and had support from the committee to deliver special events specific to the preschool such as Mother's Day, Father's Day, Sports Day and Easter etc. as well as the Children's Christmas and year end parties.

#### Main Project

Following on from last year, we successfully received planning permission from the Council to extend the current building that we use, which would allow us specific space to run the preschool from. Since receiving this permission in February 2019, the Parish, Hall Committee and Preschool have been working together to look at ways to secure funding to pay for this enormous build plan. We hope to have more to share next year with regards to progress.

In the meantime, the preschool still holds a savings fund of approx. £44,000 which will be used towards this and ways to support the preschool until the time of this new extension taking place.

#### Growth

Over this year we have seen a significant decline in the number of children around our area requiring childcare with the hours we are able to offer, therefore our numbers haven't been as high as in previous years, however in March 2019, an amazing opportunity to expand our preschool in another way came up.

One of the preschools in the next village, Cherry Trees in Silchester, was offered to the preschool as an additional setting to run alongside Impstone.

After several meetings with the owners of Cherry Trees and the Impstone Committee, it was agreed this would be a great asset to add to the Impstone umbrella and in May 2019, Impstone officially purchased Cherry Trees Preschool.

Over the summer term and holidays, we spoke to the families continuing to stay in September, providing security for their child as well as a big online advertising campaign to let families in the local and surrounding areas know of the change.

Adding Cherry Trees to the Impstone brand allowed us to secure jobs for staff currently at Impstone, who may've had to reduce hours for September due to lesser children. We also kept on the 2 remaining staff members from Cherry Trees.

Over the Summer break, we prepared Cherry Trees for September to bring it alongside our already successful Impstone ethos.

Committee

With the additional setting coming on board from September, we are hoping to increase our committee, aiming to focus on highlighting the importance of the committee as part of the preschool's running.

As always, our thanks go to all the current, leaving and new trustees for their support, and to all our Family Members without whom our successes would not have been so great.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The pre-school reserve has been established and maintained throughout the school year and provides 6 weeks of funds for all compulsory payments and wages/redundancy payments.

Any "profit" has been allocated to the new build project or to any new equipment

### Details of any funds materially in deficit

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

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

The majority of funding is met through the Nursery Grant system. Further funding comes through sessional fees and lunch club from unfunded parents/take-up. We also raise funds through various fundraising and educational activities.

We also receive grants from Hampshire to enable the purchase of extra equipment to support our funded 2 year olds.

Our expenditure has fully supported our key objectives to provide a quality, safe and stimulating environment for the children to learn through play. Expenditure has included staff wages, rent and maintenance of premises as well as new play equipment and training costs.

## Section F

## Other optional information

The Pre-school has also secured a wonderful team of bank staff who have been as dedicated and enthusiastic as the permanent team members

We thank the Pamber Parish Council for their continued support and belief in us.

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

AMANDA DAVIES

Position (eg Secretary, Chair, etc)

MANAGER & TRUSTEE

Date

25 / 05 / 2021



## Receipts and payments accounts

|                     |                                 |    |                               |
|---------------------|---------------------------------|----|-------------------------------|
| For the period from | Period start date<br>01/09/2019 | To | Period end date<br>31/08/2020 |
|---------------------|---------------------------------|----|-------------------------------|

### Section A Receipts and payments

|   | Unrestricted funds<br>to the nearest<br>£ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|---|---|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |   |                                      |                                     |                                 |                               |
| Fees  | 9,939                                     | -                                    | -                                   | 9,939                           | 10,391                        |
| Funding   | 91,941                                    | -                                    | -                                   | 91,941                          | 65,063                        |
| Grant   | -   | -                                    | -                                   | -                               | -                             |
| Fund Raising  | 540                                       | -                                    | -                                   | 540                             | 613                           |
| Donations   | 210                                       | -                                    | -                                   | 210                             | 840                           |
| Bank Interest   | 23  | -                                    | -                                   | 23                              | 24                            |
|   | -   | -                                    | -                                   | -                               | -                             |
|   | -   | -                                    | -                                   | -                               | -                             |
| <b>Sub total (Gross income for AR)</b>                | <b>102,653</b>                            | <b>-</b>                             | <b>-</b>                            | <b>102,653</b>                  | <b>76,931</b>                 |
| <b>A2 Asset and investment sales, (see table).</b>    |   |                                      |                                     |                                 |                               |
|   | -   | -                                    | -                                   | -                               | -                             |
|   | -   | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                  | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>102,653</b>                            | <b>-</b>                             | <b>-</b>                            | <b>102,653</b>                  | <b>76,931</b>                 |
| <b>A3 Payments</b>                                    |   |                                      |                                     |                                 |                               |
| Hall Rental   | 6,280                                     | -                                    | -                                   | 6,280                           | 3,269                         |
| Equipment & Materials                                 | 2,178                                     | -                                    | -                                   | 2,178                           | 2,888                         |
| Cleaning & Supplies                                   | 978                                       | -                                    | -                                   | 978                             | 963                           |
| Setting Development                                   |   | -                                    | -                                   | -                               |                               |
| Advertising   |   | -                                    | -                                   | -                               | 250                           |
| Insurance   | 1,080                                     | -                                    | -                                   | 1,080                           | 1,080                         |
| Miscellaneous   | 470                                       | -                                    | -                                   | 470                             | 325                           |
| Office Supplies                                       | 1,636                                     | -                                    | -                                   | 1,636                           | 1,605                         |
| Prof Fees   | 1,894                                     | -                                    | -                                   | 1,894                           | 1,561                         |
| Staff Costs   | 91,500                                    | -                                    | -                                   | 91,500                          | 66,890                        |
| Staff Uniforms  | 618                                       | -                                    | -                                   | 618                             |                               |
| Waste Disposal  | 840                                       | -                                    | -                                   | 840                             | 1,244                         |
| Website   | 138                                       | -                                    | -                                   | 138                             | 149                           |
| Training  | 546                                       | -                                    | -                                   | 546                             | 910                           |
| Subscriptions   | 322                                       | -                                    | -                                   | 322                             | 325                           |
| Learning Journals                                     |   | -                                    | -                                   | -                               | 95                            |
| Trips   |   | -                                    | -                                   | -                               | 186                           |
| Cherry Trees Purchase                                 |   | -                                    | -                                   | -                               | 2,000                         |
|   |   | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>108,480</b>                            | <b>-</b>                             | <b>-</b>                            | <b>108,480</b>                  | <b>83,740</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>108,480</b>                            | <b>-</b>                             | <b>-</b>                            | <b>108,480</b>                  | <b>83,740</b>                 |
| <b>Net of receipts/(payments)</b>                     | <b>- 5,826</b>                            | <b>-</b>                             | <b>-</b>                            | <b>- 5,826</b>                  | <b>- 6,809</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>51,760</b>                             | <b>-</b>                             | <b>-</b>                            | <b>51,760</b>                   | <b>58,569</b>                 |
| <b>Cash funds this year end</b>                       | <b>45,934</b>                             | <b>-</b>                             | <b>-</b>                            | <b>45,934</b>                   | <b>51,760</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 £ |
|----------------------|---------------------------------|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b> | Bank - Current                  | 773                                | -                                | -                               |
|                      | Bank - Reserve                  | 47,006                             |                                  |                                 |
|                      | Outstanding Fees                | 25                                 | -                                | -                               |
|                      | Payments made, not cleared bank | - 1,871                            | -                                | -                               |
|                      | <b>Total cash funds</b>         | <b>45,934</b>                      | <b>-</b>                         | <b>-</b>                        |

(agree balances with receipts and payments account(s))

OK OK OK


| B2 Other monetary assets | Details | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|--------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
|                          |         | -                                  | -                                | -                               |
|                          |         | -                                  | -                                | -                               |
|                          |         | -                                  | -                                | -                               |
|                          |         | -                                  | -                                | -                               |
|                          |         | -                                  | -                                | -                               |
|                          |         | -                                  | -                                | -                               |

| 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) |
|--|---------|-----------------------------|-----------------|--------------------------|
|  |         |                             | -               | -                        |
|  |         |                             | -               | -                        |
|  |         |                             | -               | -                        |
|  |         |                             | -               | -                        |
|  |         |                             | -               | -                        |
|  |         |                             | -               | -                        |
|  |         |                             | -               | -                        |
|  |         |                             | -               | -                        |

| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|----------------|---------|---------------------------------|-----------------------|---------------------|
|                |         |                                 | -                     |                     |
|                |         |                                 | -                     |                     |
|                |         |                                 | -                     |                     |
|                |         |                                 | -                     |                     |
|                |         |                                 | -                     |                     |

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

|   |               |                  |
|---|---------------|------------------|
| Signature   | Print Name    | Date of approval |
|  | Amanda Davies | 30/06/2021       |



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Impstone Pre-School

**On accounts for the year  
ended**

31st August 2020

**Charity no  
(if any)** 1140075

**Set out on pages**

1 to 3

(remember to include the page numbers of additional sheets)

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent  
examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities 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.

Signed: L Parker-Schwarz Date: 30TH JUNE 2021

Name: LYNDA PARKER-SCHWARZ

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

Address: BELL HOUSE 19A CHURCH ROAD, PAMBER HEATH,  
TADLEY, HANTS RG26 3DZ

**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).