



Trustees' Annual Report for the period

Period start date
From Day 1st Month Sept Year 2020 To Day 31st Month August Year 2021

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Section A details

Reference and administration

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		
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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 (eg. trust deed, constitution)	Constitution (Pre-school Learning Alliance Model Constitution 2011 adopted 27/6/12, previously 2008 version).
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (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)	
<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • 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. 	<p>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.</p> <p>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.</p> <p>The preschools also maintain strong links with local and feeder schools and any social support networks/agencies as required.</p> <p>We undertake regular reviews of our policies and procedures (which can be accessed via the preschool website www.impstonepreschool.co.uk).</p> <p>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.</p> <p>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.</p> <p>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.</p>

Section C		Objectives and activities
Summary of the objects of the charity set out in its governing document	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.	
Summary of the main activities undertaken for the public benefit	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

	<p>hard to ensure we kept everyone as safe as possible by working in 'bubbles'.</p> <p>However, we have seen a natural decline in parental visits and hope that this will improve as we come out of the covid restrictions.</p> <p><u>Committee</u> 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.</p> <p>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.</p>
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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
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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)		<div style="border: 1px solid black; display: inline-block; width: 200px; height: 25px; vertical-align: middle;">J Marshall</div>		
Full name(s)		<div style="border: 1px solid black; display: inline-block; width: 200px; height: 25px; vertical-align: middle;">Jenny Marshall</div>		
<div style="border: 1px solid black; display: inline-block; width: 200px; height: 25px;"></div>				
Position (eg Secretary, Chair, etc)	<div style="border: 1px solid black; display: inline-block; width: 150px; height: 25px; vertical-align: middle;">MANAGER & TRUSTEE</div>			
Date			<div style="border: 1px solid black; display: inline-block; width: 100px; height: 25px; vertical-align: middle;">06 / 06 / 2022</div>	



Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/09/2020		31/08/2021

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
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
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	93,679	-	-	93,679	102,653
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	93,679	-	-	93,679	102,653
A3 Payments					
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	-	-	-	-	-
	-	-	-	-	-
Sub total	96,039	-	-	96,039	108,480
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	96,039	-	-	96,039	108,480
Net of receipts/(payments)	- 2,360	-	-	- 2,360	- 5,826
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	45,934	-	-	45,934	45,934
Cash funds this year end	43,574	-	-	43,574	40,108

11/11/2016

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

[illegible]

B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-

[illegible]

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

Amanda Davies

Date of approval

30/06/2021



Section A

Independent Examiner's Report

Report to the trustees/
members of

Impstone Pre-School

On accounts for the year
ended

31st 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 31st August 2021.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

Independent
examiner's statement

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

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

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

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

Signed:

L Parker-Schwarz

Date:

6th 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

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