



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1st	Month Sept	Year 2021		Day 31 st	Month August	Year 2022

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Section A details

Reference and administration

Charity name Impstone & Cherry Trees Pre-schools

Other names charity is known by Impstone & Cherry Trees Pre-schools

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 Biltcliffe	Trustee		
						6	Lizzie West	Trustee		
						7	Michelle Day	Trustee		
						8				
						9				
						10				
						11				

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							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	
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)

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 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.

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).

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
<p>Summary of the objects of the charity set out in its governing document</p>	<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.

	<p><u>Growth</u></p> <p>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.</p> <p>The number of SEN children has also increased as other preschools are unable to cope with their physical or educational learning disability.</p> <p>One staff member has begun their training for Level 3 in child care.</p> <p><u>Committee</u></p> <p>We continue to increase our committee membership focusing 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, leaving and new 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	<p>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.</p> <p>Any "profit" has been allocated to the new build project or to any new equipment</p>
Details of any funds materially in deficit	None
Further financial review details (Optional information)	
<p>You may choose to include additional information, where relevant about:</p> <ul style="list-style-type: none"> 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. 	<p>The majority of funding is met through the Nursery Grant system.</p> <p>Further funding comes through sessional fees and lunch club from unfunded parents/take-up. We also raise funds through various fundraising and educational activities.</p> <p>We also receive grants from Hampshire to enable the purchase of extra equipment to support our funded 2-year-olds.</p> <p>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.</p>

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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
PARENT
MANAGEMENT
COMMITTEE

Date 04/05/2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Impstone Pre-School

No (if any)
1140075

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/09/2021

To

Period end date
31/08/2022

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
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
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	106,683	-	-	106,683	93,679
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	106,683	-	-	106,683	93,679
A3 Payments					
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		-	-	-	
	-	-	-	-	
Sub total	101,770	-	-	101,770	96,039
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	101,770	-	-	101,770	96,039
Net of receipts/(payments)	4,913	-	-	4,913	- 2,360
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	43,574	-	-	43,574	45,934
Cash funds this year end	48,487	-	-	48,487	43,574

11/11/2016

Categories	Details	Unrestricted funds to nearest £		Endowment funds to nearest £
B1 Cash funds	Bank - Current	9,193	-	-
	Bank - Reserve	40,622		
	Outstanding Fees	30	-	-
	Payments made, not cleared bank	- 1,358	-	-
		48,487	-	-
-	0.04	Total cash funds		
	(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

26/06/2023



Section A

Independent Examiner's Report

Report to the trustees/
members of

Impstone Pre-School

On accounts for the year
ended

31st August 2022

Charity no
(if any)

1140075

Set out on pages

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:

Lynda Parker-Schwarz

Date:

21st June 2023

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