



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	1st	Sept	2024		31st	August	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  
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)
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 (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 <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>

<p>with which the charity works;</p> <ul style="list-style-type: none"> <li>• relationship with any related parties;</li> <li>• Trustees' consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>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> <p>We undertake regular reviews of our policies and procedures (which can be accessed via the pre-school website <a href="http://www.impstoneandcherrytreespreschools.co.uk">www.impstoneandcherrytreespreschools.co.uk</a>).</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 (CRB/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>
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Section C		Objectives and activities	
Summary of the objects of the charity set out in its governing document		<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)		<p>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.</p>	
		<p>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.</p>	

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.

	<p>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!</p> <p><u>Committee</u></p> <p>We continue to maintain 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 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 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.

**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**

10/06/202



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Impstone Pre-School

No (if any)  
1140075

CC16a

## Receipts and payments accounts

For the period from	Period start date 01/09/2024	To	Period end date 31/08/2025
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### 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 £
<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</b> (Gross income for AR)	168,124	-	-	168,124	169,862
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	168,124	-	-	168,124	169,862
<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>	197,189	-	-	197,189	160,457
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	197,189	-	-	197,189	160,457
<b>Net of receipts/(payments)</b>	- 29,065	-	-	- 29,065	9,405
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	77,600	-	-	77,600	48,487
<b>Cash funds (funds) year end</b>	48,535	1	-	48,535	08/06/2025 52,892

## 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
<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



**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:**

L Parker-Schwarz

**Date:**

5<sup>th</sup> June 2026

**Name:**

Lynda Parker-Schwarz

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

N/A

**Address:**

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