

**ALVERSTOKE PRE SCHOOL**

**TRUSTEES' ANNUAL REPORT**  
**and**  
**RECEIPTS AND PAYMENTS ACCOUNTS**

**31 JULY 2023**

**Charity Registration No: 1152783**



**Learning to play, playing to learn!**

ALVERSTOKE PRE SCHOOL

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31 JULY 2023

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**ALVERSTOKE PRE SCHOOL**

**TRUSTEES' ANNUAL REPORT**

**Year ended 31 July 2023**

**THE CHARITY**

Registered name : Alverstoke Pre School  
Registered address : Alverstoke County Infant School, Ashburton Road, Gosport,  
P012 2LH  
Legal Status : Unincorporated association  
Registered charity no: 1152783  
Telephone no. : 02392 526247  
Email address : manager@alverstokepreschool.co.uk

**BOARD OF TRUSTEES**

**Chair:**

Suzannah Arde (appointed 7 July 2023)  
John Foley (resigned 7 July 2023)

**Treasurer:**

Jennifer Green (appointed 7 July 2023)  
Miroslava Kursumova (resigned 7 July 2023)

**Elected members:**

Louise Lewis

**PROFESSIONAL ADVISERS**

Independent Examiner: D Clarke ACA, Wood, Hicks & Co Ltd,  
Chartered Accountants, Units 1-2 Warrior Court,  
9-11 Mumby Road, Gosport, Hampshire, P012 1BS  
Bankers : Barclays, 67-69 West Street, Fareham, P016 0AT

## **ALVERSTOKE PRE SCHOOL**

### **TRUSTEES' ANNUAL REPORT**

**Year ended 31 July 2023**

#### **SECTION 1 - OBJECTIVES AND ACTIVITIES**

The aim of the Preschool is to enhance the learning and development of children primarily under the statutory school age following government guidelines set out through the Early Years statutory framework through the Early Years Foundation Stage. The Preschool works in partnership with parents within the area to understand and provide a service for all children within the local community. The Preschool does this by:

- a) Offering appropriate play, education and care facilities in an enriching and nourishing environment. This is done by offering parents extended hours to fit their needs and offers parents the rights to take responsibility to become involved in activities and opportunities for their children regardless of their race, culture, religion, means or ability.
- b) The Preschool studies and observes the needs of such children and their families by promoting public interest and in turn recognises and supports the needs within our local community.
- c) Adhering to the aims and objectives of the Preschool Learning Alliance and working closely with parent partners and governing bodies such as Ofsted the Preschool delivers a safe, nurturing and affordable Preschool for children to learn and grow.

We confirm the Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

#### Activities

The term time only Preschool offers a safe, stimulating and nurturing environment for children aged 2,3 and 4 years old. The Preschool offers a huge range of resources and activities for children to explore and extend their development throughout the Early Years Foundation Stage. The Preschool use statutory guidelines and aid development of all children who attend the setting through observation of learning. Government funding for eligible children is allocated in accordance to guidelines to ensure it is used to fund and support the children's learning environment.

#### **SECTION 2 - ACHIEVEMENTS AND PERFORMANCE**

The Preschool continue to provide nurturing, safe, quality affordable childcare within the local community. We continue to improve our setting within our financial constraints and using observations of the children within their play we as a setting have been growing areas within the setting to offer enticing and enriching opportunities.

We have continued to build on our sensory area and the activities and opportunities available here to enable support with speech and language development and confidence in the ability to explore and learn through play confidently.

We have sourced resources and made our own sensory bottles, the children were a part of the decision process of what materials to use and some of the children helped to make and put them together in a safe and risk assessed manor. The bottles have been a great success with the children choosing to use the area and play with existing activities and explore the new bottles, especially if a child or a small group of children wish to have time out in the area as it is quiet and relaxing.

**ALVERSTOKE PRE SCHOOL**

**TRUSTEES' ANNUAL REPORT**

**Year ended 31 July 2023**

**SECTION 2 - ACHIEVEMENTS AND PERFORMANCE (continued)**

We have also introduced relaxing music such as yoga music to the area from an Alexa device, the children know when in this area it is for relaxation and chilling out. The children with support from an adult can choose and access the music. (We also have another music device in the other room, furthest away from the quieter area where other music can be played so a variety is available throughout the day and music and movement session).

The children are using fantastic speech to describe what they see such as bubbles, fizzy and blobs! The children continue to suggest new ideas of what we could use next time to put in the bottles, when we make more. Fantastic teamwork throughout from start to finish.

We also enhanced the area by introducing a dark den, we made a space in the area where the den can remain up at all times. The dark den was introduced to the children and explained how we use it safely and that it is great space to explore using various resources. We introduced light up resources to use when inside which has supported the children's exploration through their senses. The area has given the children the opportunity to investigate and has proven to be an area of interest.

We have been going on lots of Visits in and around our local community to support Cultural capital. We have focused on our community and been on local walks around the hospital, visiting the local corner shop to buy our snack for the next day and even had people who help us into Preschool, such as the lollipop lady, to talk to the children.

Some children might not have the experience of going on the bus, so we had a few trips out to the ferry gardens, visited the library and even had Fish and chips whilst watching the boats.

The children have also visited the local remembrance memorial, which the children made a book of Poppies for people to look at. The children have loved going out into the local community and visiting places that they might not have been to before and enjoying experiences for the first time.

This has had great learning opportunities for the children as they get to learn about where they live, keeping safe when out , road safety and the world around us.

**SECTION 3 - REVIEW OF FINANCIAL POSITION**

The Preschool had a deficit of £15,917 compared to a deficit of £10,293 in the previous year. Our numbers have not recovered from the ongoing fallout of the pandemic and remain lower than normal. The cost of living continues to impact us as a setting with supplies and consumables etc. We have had a rent increase too within this period. We have also had to factor in the minimum wage increase for our staff also.

Reserves

We currently hold a reserve fund of around £20,000 in a separate account, the aim of this is to sustain the daily operation of the Preschool should the income levels fall below the expected. Alternatively, in the unlikely event the Preschool should need to close the reserve fund would be used to cover staff redundancies.

ALVERSTOKE PRE SCHOOL  
TRUSTEES' ANNUAL REPORT  
Year ended 31 July 2023

SECTION 3 - REVIEW OF FINANCIAL POSITION (continued)

Principle sources of funds (including fundraising)

Our primary source of funding is from the Government. The Preschool received 96% from Government funding, this was received termly from Hampshire County Council. The Preschool received just under 4% from fees for non-funded hours.


The Preschool is also registered as a charity through HMRC and is eligible to claim gift aid on qualifying donations.

SECTION 4 - STRUCTURE, GOVERNANCE AND MANAGEMENT

The Governing Document for Alverstoke Preschool is the 'Preschool Learning Alliance - Model Preschool Learning Alliance Constitution 2011'. We are members of the Preschool Learning Alliance, and adhere to their guidelines. Alverstoke Preschool is an unincorporated Charity, and its Trustees are elected by Members.

By order of the Board

  
..... Chair  
Suzannah Arde  
21 May 2024

  
..... Treasurer  
Jennifer Green  
21 May 2024

**INDEPENDENT EXAMINER'S REPORT  
TO THE TRUSTEES OF  
ALVERSTOKE PRE SCHOOL**

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 July 2023, which are set out on pages 8 to 10.

**Responsibilities and basis of report**

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

I report in respect of my examination of the Charity'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.

The Trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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

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

*David Clarke*

.....

D Clarke ACA

21 May 2024

Wood, Hicks & Co Ltd  
Chartered Accountants  
Units 1-2 Warrior Court  
9-11 Mumby Road  
Gosport  
Hampshire P012 1BS

**ALVERSTOKE PRE SCHOOL**  
**RECEIPTS AND PAYMENTS ACCOUNTS**  
**Year ended 31 July 2023**

	<u>2023</u>			<u>2022</u>
	<u>Unrest- ricted £</u>	<u>Rest- ricted £</u>	<u>Total £</u>	<u>Total £</u>
<b>RECEIPTS</b>				
Investments	103		103	4
Charitable activities - Note 1	4,093	86,916	91,009	94,408
	<u>4,196</u>	<u>86,916</u>	<u>91,112</u>	<u>94,412</u>
<b>PAYMENTS</b>				
Charitable activities - Note 2	22,657	83,511	106,168	104,705
	<u>22,657</u>	<u>83,511</u>	<u>106,168</u>	<u>104,705</u>
<b>ASSET AND INVESTMENT PURCHASES</b>				
Purchase of fixed assets	86	775	861	-
	<u>86</u>	<u>775</u>	<u>861</u>	<u>-</u>
<b>TOTAL PAYMENTS</b>	<u>22,743</u>	<u>84,286</u>	<u>107,029</u>	<u>104,705</u>
<b>NET RECEIPTS/(PAYMENTS)</b>	<u>(18,547)</u>	<u>2,630</u>	<u>(15,917)</u>	<u>(10,293)</u>
<b>TRANSFERS BETWEEN FUNDS</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>CASH FUNDS BROUGHT FORWARD</b>	<u>47,986</u>	<u>233</u>	<u>48,219</u>	<u>58,512</u>
<b>CASH FUNDS CARRIED FORWARD</b>	<u>29,439</u>	<u>2,863</u>	<u>32,302</u>	<u>48,219</u>

The note set out on page 10 form part of these financial accounts.

**ALVERSTOKE PRE SCHOOL**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**As at 31 July 2023**

	<u>Unrest- ricted</u> £	<u>Rest- ricted</u> £	<u>Total</u> £
<b>CASH FUNDS</b>			
Current Account	30,809	(18,904)	11,905
Deposit Account	(1,527)	21,767	20,240
Cash in Hand	157	-	157
	<u>29,439</u>	<u>2,863</u>	<u>32,302</u>
<b>ASSETS RETAINED FOR THE CHARITY'S OWN USE</b>			
Computer Equipment	1,469	4,593	6,062
Operating Equipment	1,039	4,859	5,898
	<u>2,508</u>	<u>9,452</u>	<u>11,960</u>
<b>LIABILITIES</b>	<u>-</u>	<u>-</u>	<u>-</u>

## ALVERSTOKE PRE SCHOOL

## NOTES TO THE ACCOUNTS

As at 31 July 2023

## NOTES

1. Income from Charitable Activities

	<u>Unrest- ricted</u> £	<u>Rest- ricted</u> £	<u>Total</u> £
<u>Grants receivable and Donations</u>			
Early Year Education funding	-	85,704	85,704
Early Year Pupil Premium funding	-	556	556
Winter grants	-	656	656
Donations	800	-	800
<u>Fees and other income</u>			
User fees	3,147	-	3,147
Other operating income	146	-	146
	<u>4,093</u>	<u>86,916</u>	<u>91,009</u>

2. Payments from Charitable Activities

	<u>Unrest- ricted</u> £	<u>Rest- ricted</u> £	<u>Total</u> £
<u>Payroll and related costs</u>			
Wages and salaries	15,116	54,424	69,540
Staff training and welfare	218	676	894
<u>Other direct costs</u>			
Consumable materials	480	2,613	3,093
Clothing	22	172	194
Rent	3,900	15,984	19,884
Winter grant vouchers	-	328	328
<u>Support, management and administrative costs</u>			
Telephone and postage	153	606	759
Printing and stationery	306	1,381	1,687
General insurance	501	1,448	1,949
Repairs and maintenance	183	848	1,031
Computer consumables and IT support	29	134	163
Subscriptions	891	3,231	4,122
Advertising	524	441	965
<u>Professional and finance costs</u>			
Accountancy fees	313	1,176	1,489
Professional fees	21	49	70
	<u>22,657</u>	<u>83,511</u>	<u>106,168</u>

Approved by the Board of Trustees on  
21 May 2024 and signed on its behalf



..... Chair  
Suzannah Arde



..... Treasurer  
Jennifer Green