

## **Trustees' Annual Report for the period**

**From: 01/09/2021**

**To: 31/08/2022**

**Charity name: Marlow Bottom Pre-school CIO**

**Charity registration number: 1155265**

### **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The CIO works for the public benefit having as its objects the development and education of children and young people in particular by:</p> <ul style="list-style-type: none"><li>• promoting their care and safety;</li><li>• promoting their education and promoting parental involvement;</li><li>• promoting their health and wellbeing;</li><li>• providing services to support them and their families and carers;</li><li>• providing services to individuals holding membership of the CIO; and</li><li>• furthering the aims of the Pre-school Learning Alliance.</li></ul>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The preschool has promoted the care and safety of the 47 children who attended. All staff members are expected to complete and keep up to date safeguarding and Paediatric first aid training. The preschool has promoted their education by assessing all the children in the prime (U3) and</p>

		specific areas of learning and their starting points noted. We monitor closely any developmental areas of concern and provide directed teaching to support each child to improve on these areas and continue to thrive. The preschool has promoted the children's health and well-being by providing healthy snacks. The preschool has encouraged parental involvement through an open door policy, key person system, website, weekly emails, open days, written reports. In addition the management committee is made up of parents.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have regard to the guidance issued by the Charity Commission on public benefit. See clauses 5, 6 and 7 of the constitution.

### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

### **Achievements and Performance**

	SORP reference	
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Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>According to the Ofsted report June 2017, the quality of teaching learning and assessment is good and the children make good progress.</p> <p>Introduction of Phonics, children leaving Pre-school with a good grasp of phonics, making for a smoother transition to school.</p> <p>Offer student work placements to the local schools particularly for students studying for childcare qualifications.</p>
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### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## **Financial Review**

Review of the charity's financial position at the end of the period	Para 1.21	The preschool currently ended the year with a surplus of £15000 due to managing child to staff ratios closely,
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		fundraising, introduction of early morning drop off, extra sessions outside of the normal term and the introduction of a termly voluntary contribution towards resources and materials.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Preschool Learning Alliance recommends holding 3 months running costs in reserve - approximately £32,000. We prefer to have about 11 months.
Amount of reserves held	Para 1.22	£104,000. The committee has ringfenced cash in excess of the reserves policy in order to fund on-going improvement projects to the buildings and garden. Also to allow us to be able to fund one to one support where required
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

### **Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

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## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees elected to post by family and affiliate members of the CIO at the AGM.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

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## Reference and Administrative details

Charity name	Marlow Bottom Preschool
Other name the charity uses	
Registered charity number	<b>1155265</b>
Charity's principal address	The Village Hall, Marlow Bottom, Buckinghamshire, SL7 3NA

	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	Sophia Corbitt	Chair		
2	Sonia Johal	Treasurer		
3	Hayley Horn	Secretary		
4	Jasmine Wixon	Communications		
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Corporate trustees - names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

### Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

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

Type of adviser	Name	Address
<b>Name of chief executive or names of senior staff members (Optional information)</b>		
Tina Horler		

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

## Other optional information

## Declarations

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

On behalf of the charity's trustees

<b>Signature(s)</b>	S.Johal	
<b>Full name(s)</b>	Sonia Johal	
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	
<b>Date</b>	12/01/2023	



# Marlow Bottom Pre-school Charitable Incorporated Organisation

## Profit and Loss

September 2021 - August 2022

	TOTAL
Income	
Donations for Provisions	2,381.75
Fees - Bucks CC	82,379.73
Fees - Parent Under 3	22,851.00
Fees - Parents Over 3	8,302.75
Fundraising Income	4,001.32
Other Income	4,918.00
<b>Total Income</b>	<b>£124,834.55</b>
GROSS PROFIT	<b>£124,834.55</b>
Expenses	
Accountancy	153.00
Advertising/Promotional	171.40
Bank Charges	100.00
Children's Events	2,024.43
Cleaning	685.68
Computer Costs	103.52
Equipment	1,926.98
Fundraising Expenses	228.05
Insurances	796.37
Learning Resources	2,057.33
Office/General Administrative Expenses	2,322.97
Payroll Expenditures	90,504.31
Pension	1,098.11
Rent	6,665.00
Repairs	30.60
Supplies Refreshments	531.32
Training	513.00
<b>Total Expenses</b>	<b>£109,912.07</b>
NET OPERATING INCOME	<b>£14,922.48</b>
Other Income	
Interest earned	525.75
<b>Total Other Income</b>	<b>£525.75</b>
NET OTHER INCOME	<b>£525.75</b>
NET INCOME	<b>£15,448.23</b>



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

#### Report to the trustees/ members of

Charity Name

MARLOW BOTTOM PRE-SCHOOL CHARITABLE INCORPORATED  
ORGANISATION

#### On accounts for the year ended

31<sup>ST</sup> AUGUST 2022

Charity no  
(if any)

1155265

#### Set out on pages

ONE AND TWO

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2021.

#### 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 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.

Signed:

*NPal*

Date:

29/6/23

Name:

NEIL PATRICK PALMER

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

FCMA (RETIRED)

Address:

6 FROGMILL SPINNEY

HURLEY

MAIDENHEAD. SL6 5NN

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.

NONE