



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1	Month 4	Year 2023		Day 31	Month 3	Year 2024

Section A Reference and administration details

Charity name	Vange Community Preschool
Other names charity is known by	
Registered charity number (if any)	1157708
Charity's principal address	Vange Community Centre
	Vange Hill Drive
	Basildon
	Postcode SS16 4DA

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	Gemma Clarke	Chair		
2	Lacey Riches			
3	Nicola Twelftree	Manager		
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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)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Elected

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.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

Provide childcare for children aged 2-5 years old

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)

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.

**Summary of the main
achievements of the charity
during the year**

Section E Financial review

Brief statement of the charity's policy on reserves

We hold a contingency fund incase of unforeseen circumstances

Details of any funds materially in deficit

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.

Our main source of income is via the Free Early Education Entitlement (FEEE) government funding paid for all 3-5 year olds and some 2 year olds

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	N. Twelftree	
Full name(s)	Nicola Twelftree	
Position (eg Secretary, Chair, etc)	Manager	
Date	26/01/2025	

Vange Community Preschool (1157708)
Income & Expenditure 01/04/2023 – 31/03/2024

£

Income

Fees	3504	
Essex County Council	33578	
Sale of Equipment	1145	
Other Income	436	38662

Expenditure

Staff Costs	32580	
Catering/Cleaning	787	
Materials/Equipment	614	
Rent	13558	
Telephone	524	
Advertising/Promotion	624	
Insurance	790	
Sundries	35	49512

To Reserves		<u>-10850</u>
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Assets 31.03.2024

Current Account	3540	
Savings Account	3512	
Cash In Hand	83	
	<u>7135</u>	

Reserves 31.03.2024

B/fwd	17985	
Reserves	<u>-10850</u>	
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