



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

**Trustees' Annual Report for the period**

**From: 01/08/2021 (Period start date)**

**To: 31/07/2022 (Period end date)**

**Charity name: Saughall Preschool**

**Charity registration number: 1158658**

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The Charity's aim is to provide a high-quality service which endorses and implements good practice and current government legislation by acknowledging and implementing 'Principles for Early Years Education'. incorporates the Early Years Foundation Stage (EYFS) framework to support and develop children's play and learning. Our aims are:</p> <ul style="list-style-type: none"><li>• To provide a safe and secure environment which extends and develops all areas of a child's development within the six areas of learning.</li><li>• To enable all children to learn and develop their skills to the best of their ability.</li><li>• To promote self-discovery, exploration, and curiosity towards learning.</li><li>• To maintain the standards and guidance set by Ofsted and to regularly reflect and develop our practice.</li></ul>

		<ul style="list-style-type: none"> <li>• To encourage children to explore the environment and feel comfortable with the staff and the setting.</li> <li>• To provide a good working relationship with parents/carers and children.</li> <li>• To ensure good communication skills are in practice throughout the organisation.</li> <li>• To ensure confidentiality is kept at all times.</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 charity's main activity is to provide high quality education and childcare for children aged between 3 and 4.</p> <p>The Charity/Preschool incorporates the Early Years Foundation Stage (EYFS) framework to support and develop children's play and learning.</p> <p>The trustees carry out various local fundraising activities to supplement income from the charity's core activities.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In planning our activities, we have kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

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

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A

Contribution made by volunteers	Para 1.38	All of the trustees for the Charity give their time voluntarily. They have received no remuneration or other benefits for their volunteer work. The trustees carry out a program of fundraising activities with the help of preschool staff. These activities include Christmas Fairs, Bingo nights, Quiz nights, and various inhouse events/performances selling various homemade gifts that the children have made.
Other		N/A

## Achievements and Performance

	SORP reference	
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>The Charity is consistently performing well and has held the Ofsted 'Good' status for the last 13 years. We offer a safe, fun and stimulating environment in which children can learn through play. Children have opportunities to grow emotionally as well as physically, to develop their communication and language skills, and to increase their self-confidence and self-awareness.</p> <p>We make sure that parents are fully informed about their children's learning and development. And have great relationships with all parents.</p> <p>Parents are very complimentary about the pre-school with staff inviting parents to children's progress meetings and share ideas and activities to support further learning at home regularly.</p> <p>Children are well prepared for their move on to school. This is because of the very good transition arrangements and the strong relationships with the local schools and other settings that children attend. Staff create a warm and welcoming environment.</p> <p>Children are happy, confident and enjoy the time they spend at pre-school. They quickly settle into activities on arrival and</p>

		<p>make independent choices. n Children's behaviour is very good. They are very patient with each other and are kind and caring. Staff are kind and caring and good role models for children.</p> <p>Staff very successfully encourage children to treat each other with the utmost respect. They give very clear messages to children about acceptable behaviour.</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	<p>Annual income from childcare was £38,718 down by £1990 from the year. This is due to a reduction in Grant income of £3684.</p> <p>However, costs were also much higher, with an increase in rent and resources costs.</p> <p>This reduced the surplus for the year to £10,398 compared with £15,497 the previous year. The financial position and cash balances at the year-end remained very strong. In past years the charity has been reliant on fundraising events to cover income shortfalls but with the cost-of-living crisis we are finding that people are reluctant to spend money and donate to charity.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The trustees had aimed to hold a minimum of £15,000 in reserves, but as above this has dramatically reduced to £10,398 so in the next financial year, we will be looking to hold more fundraising events and seek charitable donations to increase the reserve. Reserves are held to meet unforeseen expenditure, losses due to unexpected closures, to cover sudden reductions in fee income due to changing childcare requirements and to cover terminal obligations if the preschool were to close permanently.</p>
Amount of reserves held	Para 1.22	<p>Together, reserves and operating cash amounted to £10,398 at the year end.</p>
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	<p>Going into the next financial year the Charity will continue to look for more charitable donations and hold various fundraising event. However, it has been noted by the Trustees that more and more users are looking for wrap around care for their 2-4 year olds, a service which the Preschool cannot offer due to the availability of the building the Preschool operates in. Furthermore, in order to offer this service, if we could, we would have to employ another member of staff we</p>

		currently is not financially viable for the charity.
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### **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	The principal source of funds is from providing childcare, paid for either by parents or funded by the local authority.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Surplus funds are required to be carried over to the next financial year.
A description of the principal risks facing the charity	Para 1.46	<p>The principal risks are:</p> <p>Lack of fundraising/charitable donations</p> <p>Loss of the use of the Vernon Institute premises since there are no suitable alternatives nearby for permanent occupation.</p> <p>If the preschool were to lose its 'good' rating from Ofsted, it would no longer have access to the free childcare schemes, causing a significant and sudden loss of revenue.</p> <p>Increasing in staff costs due to increases in the minimum wage, not matched by increases in childcare funding and fees.</p> <p>Overall increase in overheads.</p> <p>Loss of income due to fewer children attending; preschool has a limited catchment.</p> <p>A sudden and lengthy closure of preschool, due to a pandemic, or other factors.</p>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	The Constitution adopted in 2014
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	The trustees of the charity are elected each year at the charity's Annual General Meeting (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	The charity is a member of the Early Years Alliance, which provides information, advice and training to childcare providers and campaigns to influence early years policy and practice.
Relationship with any related parties	Para 1.51	The preschool operates closely with Saughall All Saints Church of England Primary School with many children make a very successful transition to the school's reception class, benefiting from our transition program.
Other		

### Reference and Administrative details

Charity name	Saughall Preschool
Other name the charity uses	
Registered charity number	1158658
Charity's principal address	Saughall Preschool The Vernon Institute Church Road Saughall

	Chester CH1 6EN



### 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	Claire Nicholas		Appointed March 2019	
2	Carrie Wisinger		Appointed September 2018	
3	Dawn Hughes-Conroy		Appointed September 2018	
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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	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	None

**Additional information (optional)****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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**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

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**Other optional information**

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## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	<i>C Nicholas</i>	<i>Sian Willett</i>
<b>Full name(s)</b>	Claire Nicholas	Sian Willett
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Secretary
<b>Date</b>	23/06/2023	23/06/23

SAUGHALL PRESCHOOL - 1158658  
ACCOUNTS FOR YEAR ENDING 2022

Income	2021/2022
Fees	£6,670.09
Grants & Welfare	£30,589.90
Fundraising/Donations	£1437.04
Other	£21.36
Bank Interest	
Uniform refund	
<b>Total Income</b>	<b>£38,718.39</b>
Expenses	
Wages (INC HMRC)	£33,272.80
Rent	£6,850.00
Telephone/IT Costs	£96.36
Resources	£
Provisions (inc ad hoc milk)	£61.53
Insurance/Ofsted/PLA	£659.78
Accountancy	£
Payroll Costs	£316.80
Sundry	£343.74
Bonuses	£80.00
Uniform	£
<b>Total expenses</b>	<b>£41,681.01</b>
<b>Surplus (Loss)</b>	<b>£2,962.62</b>
Bank	
<b>Closing Balance</b>	<b>£15,448.69</b>
<b>Surplus (Loss)</b>	<b>£2,962.62</b>
<b>Contingency</b>	<b>£10,398.24</b>