



## Trustees' Annual Report for the period

	Period start date			Period end date		
<b>From</b>	6	April	2024	<b>To</b>	5	April 2025

### Section A Reference and administration details

Charity name **ALL SAINTS UNDER FIVES PRE-SCHOOL CIO**

Other names charity is known by **ALL SAINTS UNDER FIVES PRESCHOOL, NEWMARKET;  
ALL SAINTS UNDER 5S, NEWMARKET**

Registered charity number (if any) **1163532**

Charity's principal address **VICARAGE ROAD, NEWMARKET**

Postcode **CB8 8JE**

#### 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	Mrs Florence Tofa Otule	Chair	18 Jan 2023 – present	
2	Sinead Mathias-Madeiros	Secretary	18 Jan 2023 – present	
3	Leanne Dudgeon		1 Nov 2022 – present	
4	Dr Rachel Margaret Wood	Treasurer	8 Sep 2015 – present	
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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)

N/A

## 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)	The Pre-School is a body in membership of the Pre School Learning Alliance
Trustee selection methods (eg. appointed by, elected by)	Trustees have been appointed

### 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.

N/A

## Section C Objectives and activities

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

At All Saints Under Fives we strive to make a difference. We hope to set free children's original ideas and follow the children not only the plans. We give ideas and choices, we observe and evaluate the children's ideas and watch those ideas grow. We try to be their constancy, someone to turn to. We listen and we want to contribute to their wellbeing, protect them and above all develop their independence. An extension of home. (Mission statement)

**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)**

The focus of all our activities is to promote learning through play, supporting the individual child through their unique learning journey, in partnership with parents/carers with the use of individual planning, observations and an appropriate mix of adult and child initiated activities, to enable the child to become independent and to support transitions into school. All children and their families are treated on an individual basis, regardless of race, gender and personal circumstances and the diversity within our setting represents the local community and enriches the learning environment for both children and adults.

Our trustees have regard to the guidance issued by the Charity Commission on public benefit when exercising any powers or duties to which the guidance is relevant.

**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.

N/A



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

This has been another very successful year; because of our broad intake of children (with 22 languages spoken), we have been asked by Suffolk County Council to help them develop their "Living in a Diverse World" teaching programme. This involves us trialling different teaching approaches and ways of interacting with parents, with the intention of SCC then sharing these with settings across the county

**1. Operation and Child Numbers**

We are at capacity with a waiting list in place. We have plans to improve our outside areas are fundraising to do this.

We have our own website [www.allsaintsunderfives.co.uk](http://www.allsaintsunderfives.co.uk).

**2. Staffing**

Our Staffing team has grown, enabling us to take 32 children in each session. We work well together as a team. All staff members are up-to-date with mandatory training and are continually undertaking new courses. We have recruited Harriet as lead SENDCo, and we have had really positive feedback from parents. Michelle and Oumou are working towards their Level 3 Early Years Practitioner qualifications; all other staff members are already at Level 3.

All staff have continued to work with parents/carers, children, and each other in a professional, safe, and thoughtful way. The Trustees would like to offer their thanks and respect for their ongoing commitment to All Saints Under Fives and their continued efforts to support best outcomes for the children and families in the setting.

**3. Activities**

Volunteers came in to help with the Christmas party – the children enjoyed party games and food, and the arrival of Father Christmas with a party bag of presents for each child to take home. The children were also invited to attend the Key Stage 1 Christmas Nativity performance and All Saints' School – they were beautifully behaved!

To celebrate diversity we have had open mornings, where children and parents have been invited to bring national food and dress in national costume. Everyone has enjoyed sharing each other's food and traditions!

We have had a kind volunteer to help the children with growing plants from seed. The children have really enjoyed watering their tomatoes and strawberries!

We also held open days for parents on Mother's Day and Father's Day, for which we had really good feedback. Our Graduation last July went really well – we focussed the afternoon session on our leavers and their families, with special clothes to try on and photos.

**4. Community**

We are developing a good working relationship with the new head of All Saints' School next door. Tesco has made donations throughout the year, including Easter eggs and pumpkins, and Nexus (a local charity), have continued to help us with our 'Home Corner' by supplying real-life objects (e.g. proper furniture, cutlery and food) to broaden children's experiences. A volunteer has donated books in different languages, and comes in regularly to read to the children.



**5. Administration**

The review of the accounts by the independent examiner and regular visits from Joanna Schwager (SCC Early Years Team) have taken, and the Charity Commission Accounts will be ready to be submitted before the deadline on 5th February 2026.

Staff appraisals have taken place and Leanne will be looking at those again in the coming months.

Safety checks such as PAT testing, heating, lighting, alarms, fire extinguishers and listeria checks have all been made. The safeguarding self-assessment has also been completed.

**6. Trustees**

The Trustees AGM is planned for 4 July 2025. All parents/carers have been invited.

We all look forward to continuing to serve our community and to ensure that some of its youngest members receive the best possible start to their education.

We thank Leanne and all members of the Team for all their hard work over the last year.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

In compliance with advice given by Suffolk County Council, the Pre-School has set aside £55,000.00 as a designated contingency fund to cover the possibility of any redundancies. This was reduced to £45,000.00 during the COVID pandemic, but has now been raised again.

### Details of any funds materially in deficit

N/A

### 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.

N/A

## Section F

## Other optional information

N/A

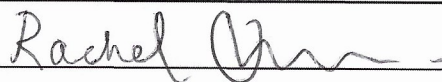
## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Florence Tofa Otule

Rachel Margaret Wood

Position (eg Secretary, Chair, etc)

Chair

Treasurer

Date

27 Jun 2025

**ALL SAINTS UNDER 5's PRE-SCHOOL CIO**

REGISTRATION No: 1163532

Year end: 5 April 2025

**INCOME AND EXPENDITURE ACCOUNT**

	2025		2024	
	£	£	£	£
<b>INCOME</b>				
Fees		18,366.10		15,475
Funding		110,688.26		82,308
Donations		1,200.00		-
Premises - Wacky Snackys Club		-		1,864
Premises grants		-		-
Suffolk CC - add Special grant		-		-
Photography		-		26
Deposit account interest		508.66		480
Abhay's account interest		53.11		50
Other		-		-
<b>TOTAL INCOME</b>		<b>130,816.13</b>		<b>100,204</b>
<b>EXPENDITURE</b>				
Wages:				
- Gross	86,972.78		73,594	
- Ers Pension (NEST)	1,220.31		849	
- Payroll fees (PLA)	614.71	88,807.80	515	74,958
Premises:				
- SCC	4,704.20		4,081	
- Utilities	2,881.76		1,956	
- BT	1,419.64		1,278	
- TV	162.50		146	
- Rates incl. bins	1,621.72		549	
- Insurance	917.79		790	
- Sundries (incl cleaner)	1,644.77	13,352.38	1,116	9,916
Consumables		1,081.50		1,053
Training/registration		657.41		938
Equipment (Play and office)		4,079.81		4,533
Printing, Postage & Stationery		63.03		274
Bank charges		115.89		111
Accountancy		-		-
IT support and website				356
Sundries		1,088.95		207
<b>TOTAL EXPENDITURE</b>		<b>109,246.77</b>		<b>92,346</b>
<b>SURPLUS/(DEFICIT) OF INCOME OVER EXPENDITURE</b>		<b>21,569.36</b>		<b>7,858</b>
<b>FUNDED BY</b>		£		£
Bank balances @ 5 April 2025				
Current account		49,030.99		28,023
Deposit account		46,108.71		45,600
Abhay's account		4,814.43		4,761
Cash account - Balance b/fwd and c/fwd		5.90		6
<b>Total</b>		<b>99,960.03</b>		<b>78,391</b>
B/fwd balances		78,390.67		70,533
<b>Movement in balances</b>		<b>21,569.36</b>		<b>7,858</b>



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
All Saints Under Fives Pre-School

On accounts for the year  
ended

05/04/2025

Charity  
no (if any)

1163532

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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 (other than that disclosed below \*) 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date: 18/01/2026

Name:

Lisa King

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

FCCA MAAT

Address:

8 The Hamiltons

Newmarket

CB8 0NF



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.**