



Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	01	01	2024		31	12

Section A

Reference and administration details

Charity name	Bybrook Pre School
Other names charity is known by	
Registered charity number (if any)	1163933
Charity's principal address	Yatton Keynell Village Hall
	Biddestone Road
	Yatton Keynell
Postcode	SN14 7EJ

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)
Alex Ferguson	Chair		
Zoe McGinn	Treasurer		
Sophie Franey	Secretary		
Emily Mizon			
Leanne Smart			
Amy Sibun			

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)

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Pre School Learning Alliance Constitution.
How the charity is constituted (eg. trust, association, company)	Committee consisting of at least a Chair, a Treasurer and a Secretary as minimum
Trustee selection methods (eg. appointed by, elected by)	Committee members are elected or re-elected each year at the Annual General Meeting held in January

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.

--

Section C Objectives and activities

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

To provide good quality childcare to children aged 2-4 years in a welcoming village setting.

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)

Year on year we continue to offer top quality childcare to support local families and we continue to be the main feeder for those children attending Bybrook Valley Primary School.

We offer Breakfast Club and Afterschool club which attracts local children and supports working parents in the village and surrounding areas. We also run a holiday club during each of the school holidays (except Christmas) which is open to both preschool and primary school aged children.

In planning our activities for the year, we kept in mind the Charities Commission guidance on Public Benefit at our Trustee meetings. New members are advised to read all guidance issued 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.

Our committee is run by volunteers who make up our Chair, our Treasurer and our Secretary. Their contributions include, but are not inclusive to, attending monthly committee meetings, making decisions on behalf of the Preschool and helping to fundraise for the Preschool.

Summary of the main achievements of the charity during the year

Our main achievement this year was our nomination for Pre-school of the Year at the Nursery World Awards. Our team attended the event in London and were thrilled to get highly commended. To come second out of hundreds of nominations across the UK was amazing.

This year we maintained our resources and replaced and purchased new items for both indoor and outdoor use.

We continued to use Tapestry to update our parents and kept them informed as to how their child had spent their sessions.

With those children starting school in September we concentrated on rising 5s activities and school readiness.

We used outside visitors / organisations and companies who came in to run sessions with the children. Little Kickers was particularly popular. We also took our school leavers on a trip to an animal farm.

We were kindly given donations this year from the Yatton Keynell Fete Committee, Biddestone Fete Committee, Castle Coombe Car Boot and Yatton Keynell Events for which we were very grateful for. We also held our own summer raffle at sports day, held a second hand items event, ran a sponsored litter pick and set up an Amazon Wish List which the parents generously purchased from.

Section E

Financial review

Brief statement of the charity's policy on reserves

We have a savings account held at our main bank for reserves. This is held to pay for salaries and any outstanding rent should the Preschool need to close and have to pay redundancies.

Details of any funds materially in deficit

Not Applicable

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.

Bybrook Preschool receives general funds (including but not exclusively, invoicing and the local education grant) and restricted funds (including but not exclusively, inclusion support funding and Early Years Pupil Premium, EYPP) We also hold fundraising events throughout the year.

General funds are available for use in running the Preschool and restricted funds are limited to the particular purpose as set in the terms and condition of the grant or as specified in the funding or grant agreement.

Our expenditure pays for staff wages and rent as well as resources to enhance the services and childcare facilities that we are able to offer.

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)	Zoe McGinn	
Full name(s)	Zoe McGinn	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	08/10/2025	

Bybrook pre-school
Annual Income & Expenditure
1st January 2024 - 31st December 2024

	2024	2023
INCOME		
Playgroup Fees	133,443	105,920
Fund Raising	5,871	2,001
Grant	-	-
Interest	647	264
Total	139,961	108,185
OUTGOINGS		
Wages	114,269	82,532
Pensions	6,599	4,425
Training	462	286
Rent	10,328	8,961
Snacks and direct expenses	3,857	4,267
Resources/craft/toys	-	84
IT software	-	192
Staff welfare	-	
Trips/visitors	2,370	699
Advertising	336	144
Subscriptions	530	472
Food vouchers	-	-
Telephone	341	363
Repairs	-	-
Insurance	930	897
Accountancy	1,660	1,199
Equipment	-	-
Bank charges	60	60
	141,743	104,581
Income	139,961	108,185
Outgoings	141,743	104,581
Net Profit	- 1,782	3,604
Balance Brought Fwd	50,804	47,463
Net Profit	- 2,429	3,341
Transfer (to)/from savings	- 10,000	-
Interest	64	
Petty cash additions	-	-
Increase in capital items	-	-
Decrease in creditors	-	-
Increase in debtors	-	-
Balance of Account	38,439	50,804 Current Account
Opening balance	14,349	14,085
Transfer (to)/from savings	10,000	
Interest	584	264
	24,933	14,349 Deposit Account

BYBROOK PRESCHOOL
Statement of assets and liabilities
As at 31st December 2024

	2024	2023
	Unrestricted	Unrestricted
	funds	funds
	£	£
Cash funds		
Bank current account	38,439	50,807
Savings account	24,933	14,351
Total cash funds	63,372	65,158
Assets retained for the charity's own use	Current	Current
	value	value
Computers, faxes etc	-	-
Tables and chairs	-	-
Toys	-	-
	-	-
Debtors	-	-
Liabilities		
Wages & PAYE	-	-

Signed on behalf of the trustees:

Independent examiner's report to the trustees of Bybrook Preschool

I report to the trustees on my examination of the accounts of the Bybrook Pre School for the year ended 31 December 2023, which are set out on pages 1 to 2.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention which gives me cause to believe that in, any material respect:

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

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



Name: Karen Crawford

Relevant professional qualification or body: ICAEW

Address: Chapps Farmhouse, Slaughterford Mill, Slaughterford, Chippenham, Wiltshire, SN14 8RJ.

Date: 28.09.25