



Trustees' Annual Report for the period

		Period start date			Period end date		
From	Day	Month	Year	To	Day	Month	Year
	01	03	2022		28	02	2023

Section A Reference and administration details

Charity name	Laxfield Preschool		
Other names charity is known by			
Registered charity number (if any)	1165817		
Charity's principal address	Framlingham Road		
	Laxfield		
	Suffolk		
Postcode	IP13 8HD		

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	Sam Campbell	Chair		Laxfield Preschool CIO
2	Josephine Lofthouse	Committee Trustee		Laxfield Preschool CIO
3	Annabel Goddard	Committee Trustee	01.03.2022- 20.07.2023	
4	Sarah Jennings	Committee Trustee	01.03.2022- 01.06.2023	
5	Maisie Rush	Committee Trustee		Laxfield Preschool CIO
6	Jemma Caplin	Committee Trustee	25.03.2022 on going	Laxfield Preschool CIO
7	Natasha Taylor	Committee Trustee	05.09.2022 on going	Laxfield Preschool CIO
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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)	CIO Association Registered
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Elected by Trustees

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

The charity works for the public benefit having as its objective the development and education of children in particular by:

- (1) promoting their care and safety,
- (2) promoting their education and promoting parental involvement,
- (3) promoting their health and well being,
- (4) providing services to support them and their families and carers.

In all of our work we (the trustees) have regard to the guidance issued by the Charity Commission on public benefit.

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)

Our main activity is to deliver, within our fully inclusive setting for 6 month–5 year olds, the Early Year Foundation Stage.

In order to do this we employ a childcare manager and practitioners who undertake joint daily planning of activities to meet the needs and interests of the children attending our setting. We deploy a key person approach to ensure that the progress and well-being of all individual children is constantly monitored and feeds into future planning. We ensure that our staff are well trained and hence able to successfully meet the needs of the children in our care.

We promote the importance of the learning environment and endeavour to make this as stimulating as possible. We listen to the views of children, parents and staff and use this feedback to inform our improvement work. We accurately assess our children and provide this information to SCC as requested.

We develop positive relationships with parents and carers and invite them into our setting on a regular basis as observers or helpers. We value all children as individuals and celebrate Britain's diversity of culture of ethnicity. We help the children in our care to be happy and healthy.

We have policies and procedures in place for all aspects of safeguarding, child protection and health and safety, and we use staff training days and meetings to ensure all staff are fluent in these.

We follow the recommendations offered by our SCC EYFS advisor and the guidance available from the Early Years Alliance.

Additional details of objectives and activities (Optional information)

We have a regular volunteer whom visits the preschool every Wednesday morning during the term time calendar. She brings her own uniqueness to the setting, engaging with the children through singing, reading a story or through play.

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

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Achievements and performance

Summary of the main achievements of the charity during the year

We have held quite a few fund raising events throughout 2022-23; A joint Bag 2 School clothing collection was made with the Primary school next to us in March raising £40.00,

April 1st we held a quiz raising £577.74,

On June 4th we held a Tea & Cake/pastry session in Laxfield village Cricket Pavilion for the Queens Jubilee celebrations, ~~£140.00~~,

July 8th was The Primary school Summer Fair where we had a stall, (for publicity more than anything) raising £57.00,

Friday 21st October a Bingo evening was held raising £345.19,

We had planned to hold a Christmas shopping evening on Friday 25th Nov, but due to lack of stalls booking in we had to cancel this event.

Friday 2nd December was Laxfield Village Christmas Market where we had the community market Bake stall allowing us to raise £514.70.

Lastly we held a Christmas raffle drawn on Tues 13th December raising £248.00.

We had 30 children and 6 babies registered attending preschool at 1st Mch 2022 and at the end of the year 28th Feb 2023 we had 28 children and 12 Babies registered.

18 children left in July 2022 to start school in Sept 2022.

We expanded the baby room over the Christmas holidays to accommodate the growing demand we were receiving for places needed.

Section E Financial review

Brief statement of the charity's policy on reserves

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.

We receive our main source of funding through the Government for 3/4yrs Early Years child care. We have had a couple of 2yrs funding as well.

We received a cheque for £1500 donated from The Smith & Ward Charity which helped expand the baby room, making it a more enjoyable space to develop and grow.

Section F Other optional information

Section G Declaration

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

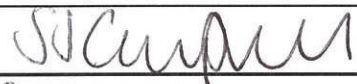
Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

	
Samantha	Campbell
Chair	
23/11/23	

LAXFIELD PRE SCHOOL GROUP**INCOME & EXPENDITURE ACCOUNT YEAR ENDING 28/02/2023**

INCOME	<u>Y/E 29/02/2022</u>		<u>Y/E 28/02/2023</u>	
Fees	34,918.78		51,773.39	
Grants & Donations	66,171.25		55,413.38	
Fundraising	4,179.95		2,491.48	
Refunds Received	17.60		565.66	
Sale of Goods	7.50		5.40	
Lunches	825.90		832.40	
Other	434.17	106,555.15	11,031.28	122,112.99
EXPENDITURE				
Wages NIC / PAYE	89,418.77		99,321.77	
Pensions	2,540.56		2,888.72	
Utilities Elec	2,253.67		3,874.78	
Waste	693.33		555.05	
Phone / Int	1,134.00		1,094.18	
Water	-		97.82	
Insurance / Prof Fees	2,228.53		10,096.14	
Maintainance	7,785.60		14,146.81	
Advertising	436.00		134.05	
Fundraising Costs	344.44		1,356.14	
Stationary & Postage	1,328.61		249.40	
Equipment	4,571.96		2,358.29	
Cleaning	493.61		402.00	
Clothing	-		30.90	
Training & Travel	1,234.04		2,781.20	
Food	328.80		309.20	
Bank Charges	-		82.18	
Other	870.56	115,662.48	490.27	140,268.90
Profit / Loss for Year		-9,107.33		-18,155.91

<u>ASSETS</u>	<u>2022</u>	<u>2023</u>
Cash in Hand	9.53	8.89
HSBC Current Account	28,026.81	9,570.90
HSBC Savings Account	20,616.33	20,992.60

Please see additional sheet for Accountants Statement

Pen Bicheno AATQB Accountancy Technician
penbicheno@gmail.com 07717364086



ACCOUNTS REPORT

I have prepared these accounts from the Books Records, Bank Statements and other documents presented to me. I certify them to be a true and accurate statement of The Laxfield Pre School as at 28/02/2023.

Pen Bicheno t/a Account on Pen
15 Cullingford Close
Laxfield
IP13 8FD