



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month Mch	Year 2023		Day 29	Month Feb	Year 2024

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		
2	Joesphine Lofthouse	Committee Trustee		
3	Maisie Rush	Committee Trustee		
4	Jemma Caplin	Committee Trustee		
5	Natasha Taylor	Committee Trustee		
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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.

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.

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)

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

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

Section D Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Fund raising achieved during the year;
3rd Mch Community Market - £302.75
31st Mch Bingo Evening- £734.32
2nd April Car Boot - £268.87
15th April Easter raffle - £82.50
7th Jul All Saints summer fair - £62.00
15th Graduation Party - £294.00
10th Sept Afternoon Tea - £218.1
26th Sept Toby's Collection - £65.81
24th Nov Bingo evening - £992.00
8th Wreath Making - £480.00
18th Dec Raffle - £87.00

We had at February 2023, 26 children and 12 babies registered and attending preschool. From 1st March 2024 our numbers had increased to 41 children and 14 babies.

In September 2023 10 children left preschool to attend primary school.

Section E

Financial review

Section D

Achievements and performance

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 locality award from MSDC for £1,000 in January 2024. The village Parish council donated £350 to the preschool from their scrap metal collection.

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

<i>SJ Campbell</i>	
<i>Samantha Campbell</i>	
<i>Chair</i>	
<i>24/10/2024</i>	

LAXFIELD PRE SCHOOL GROUP**INCOME & EXPENDITURE ACCOUNT YEAR ENDING 29/02/2024**

INCOME	<u>Y/E 28/02/2023</u>	<u>Y/E 29/02/2024</u>		
Fees	51,773.39	117,377.08		
Grants & Donations	55,413.38	92,451.50		
Fundraising	2,491.48	6,322.58		
Refunds Received	565.66	233.08		
Activity (prev. sale of goods)	5.40	1,458.00		
Lunches	832.40	10,493.43		
Other	11,031.28	917.69	122,112.99	229,253.36
EXPENDITURE				
Wages NIC / PAYE	99,321.77	125,173.63		
Pensions	2,888.72	3,688.33		
Utilities Elec	3,874.78	3,581.00		
Waste	555.05	726.83		
Phone / Int	1,094.18	821.15		
Water	97.82	233.84		
Insurance / Prof Fees	10,096.14	3,217.23		
Maintainance	14,146.81	10,822.86		
Advertising	134.05	366.60		
Fundraising Costs	1,356.14	2,843.90		
Stationary & Postage	249.40	1,166.56		
Equipment	2,358.29	3,483.51		
Cleaning	402.00	306.70		
Activity (prev. sale of goods)	30.90	1,264.00		
Training & Travel	2,781.20	30.00		
Bank Charges	82.18	-		
Food	309.20	4,387.40		
Other	490.27	706.79	140,268.90	162,820.33
Profit / Loss for Year			-18,155.91	66,433.03

<u>ASSETS</u>	<u>2023</u>	<u>2024</u>
Cash in Hand	8.89	0.89
HSBC Current Account	9,570.90	75,703.93
HSBC Savings Account	20,992.60	21,772.76

Please see over 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 29/02/2024.

A handwritten signature in black ink, appearing to read 'Pen Bicheno', is written over a faint, larger version of the same signature.

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

aat AAT Licensed
Bookkeeper

Pen Bicheno is licensed and regulated by AAT under licence number 1004770.