

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1st	September	2023		31 st	August	2024

Section A Reference and administration details

Charity name Padnell Pre-School

Other names charity is known by

Registered charity number (if any) 1167296

Charity's principal address Padnell Avenue

Cowplain

Waterlooville

Postcode

PO8 8DS

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	Hannah Shepherd	Chair		
2	Amy Mitchell	Secretary		
3	Mandy Grayson	Trustee		
4	Diane Kingsbury	Treasurer		
5	Lana Attwood	Trustee		
6	Ellie Waller	Trustee		
7	Andy Barker	Trustee		
8				
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16				
17				
18				
19				
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)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Articles of Association
How the charity is constituted (eg. trust, association, company)	Company Limited by Guarantee
Trustee selection methods (eg. appointed by, elected by)	Elected by members

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.

The Pre-School is a charitable company limited by guarantee incorporated in March 2011 and registered as a charity June 2011. The company was established under a memorandum of association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Some trustee/ directors receive remuneration for work carried out other than their duties as trustees, in accordance with the articles of association. These services are subject to a written agreement between the individual and the Pre-School, the level of remuneration for these services does not exceed the amount which would customarily be paid for these services and not more than a minority of trustee/directors may be at any time subject to such arrangements.

Trustees are elected annually at the Annual General Meeting.

Most trustees are already familiar with the practical work of the charity. Trustees are given job descriptions for their role as trustee and complete Safeguarding and Role of Trustee in delivering the EYFS training certificates..

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the pre-school and to enable them to ensure that the financial statements comply with the Companies Act 1985. Budgets are completed annually and updated monthly to take into account all factors affecting income and expenditure.

Section C Objectives and activities

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

The aims of the pre-school are to enhance the development and education of children primarily under statutory school age two to rising five by encouraging parents to understand and provide for the needs of their children through community groups.

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)

We offer appropriate play, education and care facilities and family learning, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability.

We encourage the study of the needs of such children and their families and promote public interest in and recognition of such needs in the local areas. We instigate and adhere to the aims and objects of 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.

We have active parent partnerships, involving families of the pre-school to help organise events throughout the year.

The refurbishment of childrens toilets – Free labour from Mitie Limited was greatly appreciated, enabling us to complete this task within budget and timescales.

Two new lap tops purchased to replace broken and outdated lap tops.

The garden repair and refurbishment – Repair of rotten wood and install new concrete posts to the large childrens playground equipment. New role play boat and slide for the increase in two year old children intake.

Purchase of a second hand interactive whiteboard and associated software to help children learn phonics ready for progression onto their next infant school. This was fundraised by a member of staff running a half marathon via donation and Go Fund Me contributions.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

The Widgit symbols/signs to support SEN children.

Completion by a member of staff for her Early Year Status Training.

Member of staff continuing her Forest School Level 2 Training, delivering all aspects of Forest School activities to the children in the wooded area adjacent to the pre-school.

Section E Financial review

Brief statement of the charity's policy on reserves

A Reserves Policy is in place to allow funds to be available to sustain the pre-school if income falls below expected levels and meet any redundancy obligations or unexpected building maintenance costs.

Details of any funds materially in deficit

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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.

Disability Access Funding has been used to buy a new role play kitchen and resources.

Early Years Pupil premium funding received was used to buy resources for the selected children to support their learning and development needs.

Thanks to donations from parents/children, a Christmas hamper was delivered to our local age concern centre, and greatly appreciated.

Section F Other optional information

After discussion at trustee meeting, it was agreed to look at incentive scheme ideas. Agreed was a bonus in the August wages, which was implemented.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	A Mitchell	Sign
Full name(s)	Amy Mitchell	
Position (eg Secretary, Chair, etc)	Secretary	
Date	16/01/2025	

2024

Registered Company No. 07556426
Registered Charity No. 1167296

Padnell Pre-School

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

for the year ended 31 August 2024

Padnell Pre-School

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for the year ended 31 August 2024

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Padnell Pre-School
LEGAL & ADMINISTRATIVE DETAILS
for the year ended 31 August 2024

Trustees	Hannah Shepherd (Chair) Amy Mitchell (Secretary) Mandy Grayson Diane Kingsbury (Treasurer) Lana Attwood Ellie Waller Andy Barker
Charity number	1167296
Company number	07556426
Registered office	Padnell Avenue Cowplain Waterlooville PO8 8DS
Bankers	National Westminster Bank
Independent examiner	Rachel Kavanagh FCA t/a Zip Accounting 5 Oak Tree Drive Liss Hampshire GU33 7HW

Padnell Pre-School
REPORT OF THE TRUSTEES (INCLUDING DIRECTORS' REPORT)
for the year ended 31 August 2024

The trustees present their annual report and financial statements for the year ended 31 August 2024.

The financial statements have been prepared in accordance with the accounting policies set out in Note 1 to the financial statements and comply with the charity's governing document.

Governance

The Pre-School is a charitable company limited by guarantee incorporated in March 2011 and registered as a charity in June 2011. The company was established under a memorandum of association, which established the objects and powers of the charitable company and is governed under its articles of association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Some trustees / directors receive remuneration for work carried out other than their duties as trustees, in accordance with the articles of association. These services are subject to a written agreement between the individual and the Pre-School, the level of remuneration for these services does not exceed the amount which would customarily be paid for these services, and not more than a minority of trustees/directors may be at any time subject to such arrangements.

Trustees are elected annually at the Annual General Meeting.

The trustees, who are also the directors for the purpose of company law, who served during the year and up to the date of signature of the financial statements were:

Hannah Shepherd (Chair)
Amy Mitchell (Secretary)
Mandy Grayson
Diane Kingsbury (Treasurer)
Lana Attwood
Ellie Waller
Andy Barker

Most trustees are already familiar with the practical work of the charity. Trustees are given job descriptions for their role as trustee and complete Safeguarding and Role of Trustee in delivering the EYFS training certificates.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the Pre-School and to enable them to ensure that the financial statements comply with the Companies Act 2006. Budgets are completed annually and updated monthly to take into account all factors affecting income and expenditure.

Objectives and principal activities

The aims of the Pre-School are to enhance the development and education of children primarily under statutory school age two to rising five by encouraging parents to understand and provide for the needs of their children through community groups.

We offer appropriate play, education and care facilities and family learning, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability.

We encourage the study of the needs of such children and their families and promote public interest in and recognition of such needs in the local areas. We instigate and adhere to the aims and objects of the Early Years Alliance.

We have active parent partnerships, involving families of the Pre-School to help organise events throughout the year.

Padnell Pre-School
REPORT OF THE TRUSTEES (INCLUDING DIRECTORS' REPORT) (CONT'D)
for the year ended 31 August 2024

Achievements and performance

The refurbishment of children's toilets – Free labour from Mitie Limited was greatly appreciated, enabling us to complete this task within budget and timescales.

Two new laptops were purchased to replace broken and outdated laptops.

The garden repair and refurbishment – Repair of rotten wood and installation of new concrete posts to the large children's playground equipment. New role play boat and slide for the increase in two year old children intake.

Purchase of a second hand interactive whiteboard and associated software to help children learn phonics, ready for progression onto their next infant school. This was fundraised by a member of staff running a half marathon via donation and Go Fund Me contributions.

The Widgit symbols/signs to support SEN children.

Completion by a member of staff for her Early Year Status Training.

Member of staff continuing her Forest School Level 2 Training, delivering all aspects of Forest School activities to the children in the wooded area adjacent to the Pre-School.

Public benefit

The trustees have had regard to the guidance on public benefit issued by the Charity Commission.

Financial review

A Reserves Policy is in place to allow funds to be available to sustain the Pre-School if income falls below expected levels and meet any redundancy obligations or unexpected building maintenance costs.

Disability Access Funding has been used to buy a new role play kitchen and resources.

Early Years Pupil premium funding received was used to buy resources for the selected children to support their learning and development needs.

Thanks to donations from parents/children, a Christmas hamper was delivered to our local age concern centre, and greatly appreciated.


Other information

After discussion at trustee meeting, it was agreed to look at incentive scheme ideas. Agreed was a bonus in the August wages, which was implemented.

Small company provisions

The company has taken advantage of the small companies' exemption in preparing this report.

The trustees' report (including directors' report) above was approved by the Board of Trustees.



Amy Mitchell (Secretary)

Date: 1/5/25

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES/DIRECTORS OF
Padnell Pre-School
for the year ended 31 August 2024**

I report to the charity trustees on my examination of the accounts of Padnell Pre-School ('the charity') for the year ended 31 August 2024 on pages 5 to 13 following.

Responsibilities and basis of report

As the charity's trustees (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

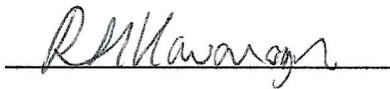
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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

Rachel Kavanagh FCA
Chartered Accountant (ICAEW)
t/a Zip Accounting
5 Oak Tree Drive
Liss
Hampshire
GU33 7HW



Date: 1 / 5 / 25

Padnell Pre-School

STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 31 August 2024

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income:					
Donations and legacies	2	189,214	2,454	191,668	139,668
Income from charitable activities	3	16,846	-	16,846	19,118
Investment income	4	255	-	255	147
Gross income		<u>206,315</u>	<u>2,454</u>	<u>208,769</u>	<u>158,934</u>
Expenditure:					
Pre-School running costs	5	147,204	2,517	149,721	121,394
Sales & training	6	2,123	-	2,123	2,438
Fundraising	7	140	-	140	290
Premises costs	8	19,768	-	19,768	18,258
Administration	9	13,785	-	13,785	12,740
Total expenditure		<u>183,020</u>	<u>2,517</u>	<u>185,537</u>	<u>155,120</u>
Net income before tax		23,295	(63)	23,232	3,814
Tax payable		-	-	-	-
Net income		<u>23,295</u>	<u>(63)</u>	<u>23,232</u>	<u>3,814</u>
Transfers between funds	17	(159)	159	-	-
Reconciliation of funds:					
Total funds brought forward	17	55,904	-	55,904	52,090
Total funds carried forward		<u>79,040</u>	<u>96</u>	<u>79,136</u>	<u>55,904</u>

The notes on pages 7 to 13 form part of these financial statements

Padnell Pre-School**BALANCE SHEET***as at 31 August 2024*

	Notes	2024 £	2023 £
Non-Current Assets			
Tangible fixed assets	12	7,781	1,403
		<u>7,781</u>	<u>1,403</u>
Current Assets			
Stocks	13	1,059	605
Debtors	14	2,448	3,339
Cash at bank and in hand		71,449	54,819
		<u>74,956</u>	<u>58,763</u>
Creditors			
Amounts falling due within one year	15	(3,601)	(4,262)
		<u>71,355</u>	<u>54,501</u>
Net Current Assets			
		<u>71,355</u>	<u>54,501</u>
Total Assets less Current Liabilities		79,136	55,904
Creditors			
Amounts falling due after more than one year		-	-
		<u>79,136</u>	<u>55,904</u>
Net Assets			
		<u>79,136</u>	<u>55,904</u>
Funds			
Unrestricted funds	17	79,040	55,904
Restricted funds	17	96	-
		<u>79,136</u>	<u>55,904</u>
Total Funds			
		<u>79,136</u>	<u>55,904</u>


The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

The financial statements were approved by the Board of Trustees on 1/5/25
and were signed on its behalf by:


.....
Diane Kingsbury
Director

The notes on pages 7 to 13 form part of these financial statements

Padnell Pre-School

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 August 2024

1. ACCOUNTING POLICIES

Charity information

Padnell Pre-School is a charitable company limited by guarantee incorporated in England and Wales. The registered office is Padnell Avenue, Cowplain, Waterlooville, PO8 8DS.

a) Basis of preparation

These accounts have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Charities Act 2011, and with the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The principal accounting policies adopted are set out below.

b) Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue its operations for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

c) Recognition of income

Income is included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources;
- the monetary value can be measured with sufficient reliability.

d) Offsetting

There has been no offsetting of assets and liabilities or income and expenditure unless required or permitted by FRS 102.

e) Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met.

f) Government grants

The charity has received government grants in the reporting period.

Padnell Pre-School

NOTES TO THE FINANCIAL STATEMENTS (CONT'D)

for the year ended 31 August 2024

1. ACCOUNTING POLICIES (CONT'D)

g) Income from interest

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

h) Liability recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

i) Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

j) Tangible assets and depreciation

These are capitalised if they can be used for more than one year and cost more than £500. They are valued at cost.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Fixtures & Fittings	10 years straight line
Computer Equipment	4 years straight line

k) Stocks

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing the stocks to their present location and condition.

l) Debtors

Debtors are measured on initial recognition at settlement amount or amount advanced by the charity. Subsequently they are measured at the cash or other consideration expected to be received.

m) Description of funds

The unrestricted fund is the accumulated funds from charitable activities, unrestricted grants and donations, and income from investments. Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in Note 17 to the financial statements.

Padnell Pre-School

NOTES TO THE FINANCIAL STATEMENTS (CONT'D)

for the year ended 31 August 2024

2. Donations and legacies

	2024	2023
	£	£
Grants for operating activities	183,789	139,668
Other donations	7,879	-
	<u>191,668</u>	<u>139,668</u>

3. Income from charitable activities

	2024	2023
	£	£
Fees from operating activities	15,479	17,991
Fundraising and activities	1,039	722
Uniform sales	328	406
	<u>16,846</u>	<u>19,118</u>

4. Investment income

	2024	2023
	£	£
Interest received	255	147
	<u>255</u>	<u>147</u>

Analysis of Expenditure

5. Pre-School running costs

	2024	2023
	£	£
Staff costs	134,045	110,121
Pensions	3,883	2,926
Employer's NI	2,982	997
Consumables and snacks	8,029	1,891
Food vouchers	-	195
Equipment expensed	782	5,264
	<u>149,721</u>	<u>121,394</u>

6. Sales & training

	2024	2023
	£	£
Uniform purchases including staff, adjusted for stock	584	982
Staff training and DBS	1,539	1,456
	<u>2,123</u>	<u>2,438</u>

Padnell Pre-School

NOTES TO THE FINANCIAL STATEMENTS (CONT'D)

for the year ended 31 August 2024

7. Fundraising

	2024	2023
	£	£
Fundraising costs	-	220
Event costs	140	70
	<u>140</u>	<u>290</u>

8. Premises costs

	2024	2023
	£	£
Rent and rates	10,553	10,965
Service charges	1,493	1,571
Light and heat	2,411	2,190
Repairs and maintenance	2,637	357
Cleaning	2,450	3,103
Garden maintenance	224	73
	<u>19,768</u>	<u>18,258</u>

9. Administrative expenses

	2024	2023
	£	£
Administrative staff costs	6,144	5,566
Telephone and internet	1,025	879
Postage and stationery	297	1,218
Subscriptions	741	409
Insurance	1,971	1,698
Computer expenses	539	682
Bank charges	222	116
Depreciation	2,063	1,403
Bad debts	-	82
Sundry expenses	133	37
Independent examiner's fee	650	650
	<u>13,785</u>	<u>12,740</u>

Padnell Pre-School

NOTES TO THE FINANCIAL STATEMENTS (CONT'D)

for the year ended 31 August 2024

10. Staff costs

	2024	2023
	£	£
Salaries and wages	142,554	118,789
Social security costs	2,982	997
Pension costs (defined contribution scheme)	3,883	2,926
Other employee benefits	-	-
Total staff costs	<u>149,419</u>	<u>122,712</u>

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

Total remuneration of £45,537 (2023: £42,982) was paid to key management personnel for their services to the charity. Key management personnel includes trustees and senior management. For specific amounts paid to trustees, refer to Note 16.

11. Average head count

During the year the average number of employees was as follows:

	2024	2023
Charitable activities	8	9
Governance	1	1
Other	1	1
	<u>10</u>	<u>11</u>

12. Tangible fixed assets

	Fixtures & Fittings £	Computer Equipment £	Total £
Cost			
At 1 September 2023	14,029	-	14,029
Additions	7,175	1,266	8,441
Disposals	-	-	-
At 31 August 2024	<u>21,204</u>	<u>1,266</u>	<u>22,470</u>
Depreciation			
At 1 September 2023	12,626	-	12,626
Charge for the year	1,852	211	2,063
On disposals	-	-	-
At 31 August 2024	<u>14,478</u>	<u>211</u>	<u>14,689</u>
Net book value			
At 31 August 2024	<u>6,726</u>	<u>1,055</u>	<u>7,781</u>
At 31 August 2023	<u>1,403</u>	<u>-</u>	<u>1,403</u>

Padnell Pre-School

NOTES TO THE FINANCIAL STATEMENTS (CONT'D)

for the year ended 31 August 2024

13. Stocks

	2024 £	2023 £
<i>Charitable activities:</i>		
Opening	605	521
Added in period	584	982
Expensed in period	(130)	(899)
Impaired	-	-
Closing	<u>1,059</u>	<u>605</u>

All stock held is for resale.

14. Debtors

	2024 £	2023 £
Trade debtors	-	1,151
Prepayments and accrued income	2,448	2,188
Other debtors	-	-
	<u>2,448</u>	<u>3,339</u>
Amounts due after more than one year included above	<u>-</u>	<u>-</u>

15. Creditors

	2024 £	2023 £
Trade creditors	-	2,879
Other taxes and social security costs	921	708
Accruals and deferred income	1,842	675
Other creditors	838	-
	<u>3,601</u>	<u>4,262</u>

Padnell Pre-School

NOTES TO THE FINANCIAL STATEMENTS (CONT'D)

for the year ended 31 August 2024

16. Trustees and related parties

During the year D Kingsbury received remuneration of £6,144 (2023: £5,566) as an employee of the charity, not for serving as a trustee; such payments are permitted by the charity's governing document.

No trustees have incurred expenses for fulfilling their duties that have been reimbursed by the charity.

17. Movement in funds

	At 31 August 2023	Incoming resources	Resources expended	Transfers	At 31 August 2024
	£	£	£		£
Unrestricted funds					
General fund	55,904	206,315	(183,020)	(159)	79,040
	55,904	206,315	(183,020)	(159)	79,040
Restricted funds ¹					
Early Years Pupil Premium	-	634	(538)	-	96
Disability Access Funding	-	1,820	(1,979)	159	-
	-	2,454	(2,517)	159	96
Total funds	55,904	208,769	(185,537)	-	79,136

	At 31 August 2022	Incoming resources	Resources expended	Transfers	At 31 August 2023
	£	£	£		£
Unrestricted funds					
General fund	52,032	158,934	(155,062)	-	55,904
	52,032	158,934	(155,062)	-	55,904
Restricted funds	58	-	(58)	-	-
Total funds	52,090	158,934	(155,120)	-	55,904

1. Early Years Pupil Premium (EYPP) funding provides the charity with extra funding to support children in achieving the best early years outcomes. Disability Access Funding (DAF) is money that childcare providers can use to support children with disabilities or special educational needs. These funds are ringfenced for spending in accordance with these purposes.

2024

Registered Company No. 07556426
Registered Charity No. 1167296

Padnell Pre-School

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

for the year ended 31 August 2024

Padnell Pre-School

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for the year ended 31 August 2024

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Padnell Pre-School
LEGAL & ADMINISTRATIVE DETAILS
for the year ended 31 August 2024

Trustees	Hannah Shepherd (Chair) Amy Mitchell (Secretary) Mandy Grayson Diane Kingsbury (Treasurer) Lana Attwood Ellie Waller Andy Barker
Charity number	1167296
Company number	07556426
Registered office	Padnell Avenue Cowplain Waterlooville PO8 8DS
Bankers	National Westminster Bank
Independent examiner	Rachel Kavanagh FCA t/a Zip Accounting 5 Oak Tree Drive Liss Hampshire GU33 7HW

Padnell Pre-School
REPORT OF THE TRUSTEES (INCLUDING DIRECTORS' REPORT)
for the year ended 31 August 2024

The trustees present their annual report and financial statements for the year ended 31 August 2024.

The financial statements have been prepared in accordance with the accounting policies set out in Note 1 to the financial statements and comply with the charity's governing document.

Governance

The Pre-School is a charitable company limited by guarantee incorporated in March 2011 and registered as a charity in June 2011. The company was established under a memorandum of association, which established the objects and powers of the charitable company and is governed under its articles of association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Some trustees / directors receive remuneration for work carried out other than their duties as trustees, in accordance with the articles of association. These services are subject to a written agreement between the individual and the Pre-School, the level of remuneration for these services does not exceed the amount which would customarily be paid for these services, and not more than a minority of trustees/directors may be at any time subject to such arrangements.

Trustees are elected annually at the Annual General Meeting.

The trustees, who are also the directors for the purpose of company law, who served during the year and up to the date of signature of the financial statements were:

Hannah Shepherd (Chair)
Amy Mitchell (Secretary)
Mandy Grayson
Diane Kingsbury (Treasurer)
Lana Attwood
Ellie Waller
Andy Barker

Most trustees are already familiar with the practical work of the charity. Trustees are given job descriptions for their role as trustee and complete Safeguarding and Role of Trustee in delivering the EYFS training certificates.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the Pre-School and to enable them to ensure that the financial statements comply with the Companies Act 2006. Budgets are completed annually and updated monthly to take into account all factors affecting income and expenditure.

Objectives and principal activities

The aims of the Pre-School are to enhance the development and education of children primarily under statutory school age two to rising five by encouraging parents to understand and provide for the needs of their children through community groups.

We offer appropriate play, education and care facilities and family learning, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability.

We encourage the study of the needs of such children and their families and promote public interest in and recognition of such needs in the local areas. We instigate and adhere to the aims and objects of the Early Years Alliance.

We have active parent partnerships, involving families of the Pre-School to help organise events throughout the year.

Padnell Pre-School
REPORT OF THE TRUSTEES (INCLUDING DIRECTORS' REPORT) (CONT'D)
for the year ended 31 August 2024

Achievements and performance

The refurbishment of children's toilets – Free labour from Mitie Limited was greatly appreciated, enabling us to complete this task within budget and timescales.

Two new laptops were purchased to replace broken and outdated laptops.

The garden repair and refurbishment – Repair of rotten wood and installation of new concrete posts to the large children's playground equipment. New role play boat and slide for the increase in two year old children intake.

Purchase of a second hand interactive whiteboard and associated software to help children learn phonics, ready for progression onto their next infant school. This was fundraised by a member of staff running a half marathon via donation and Go Fund Me contributions.

The Widgit symbols/signs to support SEN children.

Completion by a member of staff for her Early Year Status Training.

Member of staff continuing her Forest School Level 2 Training, delivering all aspects of Forest School activities to the children in the wooded area adjacent to the Pre-School.

Public benefit

The trustees have had regard to the guidance on public benefit issued by the Charity Commission.

Financial review

A Reserves Policy is in place to allow funds to be available to sustain the Pre-School if income falls below expected levels and meet any redundancy obligations or unexpected building maintenance costs.

Disability Access Funding has been used to buy a new role play kitchen and resources.

Early Years Pupil premium funding received was used to buy resources for the selected children to support their learning and development needs.

Thanks to donations from parents/children, a Christmas hamper was delivered to our local age concern centre, and greatly appreciated.


Other information

After discussion at trustee meeting, it was agreed to look at incentive scheme ideas. Agreed was a bonus in the August wages, which was implemented.

Small company provisions

The company has taken advantage of the small companies' exemption in preparing this report.

The trustees' report (including directors' report) above was approved by the Board of Trustees.



Amy Mitchell (Secretary)

Date: 1/5/25

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES/DIRECTORS OF
Padnell Pre-School
for the year ended 31 August 2024**

I report to the charity trustees on my examination of the accounts of Padnell Pre-School ('the charity') for the year ended 31 August 2024 on pages 5 to 13 following.

Responsibilities and basis of report

As the charity's trustees (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

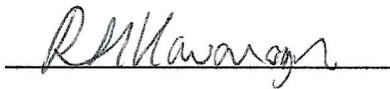
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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

Rachel Kavanagh FCA
Chartered Accountant (ICAEW)
t/a Zip Accounting
5 Oak Tree Drive
Liss
Hampshire
GU33 7HW



Date: 1 / 5 / 25

Padnell Pre-School

STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 31 August 2024

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income:					
Donations and legacies	2	189,214	2,454	191,668	139,668
Income from charitable activities	3	16,846	-	16,846	19,118
Investment income	4	255	-	255	147
Gross income		<u>206,315</u>	<u>2,454</u>	<u>208,769</u>	<u>158,934</u>
Expenditure:					
Pre-School running costs	5	147,204	2,517	149,721	121,394
Sales & training	6	2,123	-	2,123	2,438
Fundraising	7	140	-	140	290
Premises costs	8	19,768	-	19,768	18,258
Administration	9	13,785	-	13,785	12,740
Total expenditure		<u>183,020</u>	<u>2,517</u>	<u>185,537</u>	<u>155,120</u>
Net income before tax		23,295	(63)	23,232	3,814
Tax payable		-	-	-	-
Net income		<u>23,295</u>	<u>(63)</u>	<u>23,232</u>	<u>3,814</u>
Transfers between funds	17	(159)	159	-	-
Reconciliation of funds:					
Total funds brought forward	17	55,904	-	55,904	52,090
Total funds carried forward		<u>79,040</u>	<u>96</u>	<u>79,136</u>	<u>55,904</u>

The notes on pages 7 to 13 form part of these financial statements

Padnell Pre-School**BALANCE SHEET***as at 31 August 2024*

	Notes	2024 £	2023 £
Non-Current Assets			
Tangible fixed assets	12	7,781	1,403
		<u>7,781</u>	<u>1,403</u>
Current Assets			
Stocks	13	1,059	605
Debtors	14	2,448	3,339
Cash at bank and in hand		71,449	54,819
		<u>74,956</u>	<u>58,763</u>
Creditors			
Amounts falling due within one year	15	(3,601)	(4,262)
		<u>71,355</u>	<u>54,501</u>
Net Current Assets			
		<u>71,355</u>	<u>54,501</u>
Total Assets less Current Liabilities		79,136	55,904
Creditors			
Amounts falling due after more than one year		-	-
		<u>79,136</u>	<u>55,904</u>
Net Assets			
		<u>79,136</u>	<u>55,904</u>
Funds			
Unrestricted funds	17	79,040	55,904
Restricted funds	17	96	-
		<u>79,136</u>	<u>55,904</u>
Total Funds		<u>79,136</u>	<u>55,904</u>


The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

The financial statements were approved by the Board of Trustees on 1/5/25 and were signed on its behalf by:



 Diane Kingsbury
 Director

The notes on pages 7 to 13 form part of these financial statements

Padnell Pre-School

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 August 2024

1. ACCOUNTING POLICIES

Charity information

Padnell Pre-School is a charitable company limited by guarantee incorporated in England and Wales. The registered office is Padnell Avenue, Cowplain, Waterlooville, PO8 8DS.

a) Basis of preparation

These accounts have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Charities Act 2011, and with the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The principal accounting policies adopted are set out below.

b) Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue its operations for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

c) Recognition of income

Income is included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources;
- the monetary value can be measured with sufficient reliability.

d) Offsetting

There has been no offsetting of assets and liabilities or income and expenditure unless required or permitted by FRS 102.

e) Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met.

f) Government grants

The charity has received government grants in the reporting period.

Padnell Pre-School

NOTES TO THE FINANCIAL STATEMENTS (CONT'D)

for the year ended 31 August 2024

1. ACCOUNTING POLICIES (CONT'D)

g) Income from interest

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

h) Liability recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

i) Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

j) Tangible assets and depreciation

These are capitalised if they can be used for more than one year and cost more than £500. They are valued at cost.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Fixtures & Fittings	10 years straight line
Computer Equipment	4 years straight line

k) Stocks

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing the stocks to their present location and condition.

l) Debtors

Debtors are measured on initial recognition at settlement amount or amount advanced by the charity. Subsequently they are measured at the cash or other consideration expected to be received.

m) Description of funds

The unrestricted fund is the accumulated funds from charitable activities, unrestricted grants and donations, and income from investments. Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in Note 17 to the financial statements.

Padnell Pre-School

NOTES TO THE FINANCIAL STATEMENTS (CONT'D)

for the year ended 31 August 2024

2. Donations and legacies

	2024	2023
	£	£
Grants for operating activities	183,789	139,668
Other donations	7,879	-
	<u>191,668</u>	<u>139,668</u>

3. Income from charitable activities

	2024	2023
	£	£
Fees from operating activities	15,479	17,991
Fundraising and activities	1,039	722
Uniform sales	328	406
	<u>16,846</u>	<u>19,118</u>

4. Investment income

	2024	2023
	£	£
Interest received	255	147
	<u>255</u>	<u>147</u>

Analysis of Expenditure

5. Pre-School running costs

	2024	2023
	£	£
Staff costs	134,045	110,121
Pensions	3,883	2,926
Employer's NI	2,982	997
Consumables and snacks	8,029	1,891
Food vouchers	-	195
Equipment expensed	782	5,264
	<u>149,721</u>	<u>121,394</u>

6. Sales & training

	2024	2023
	£	£
Uniform purchases including staff, adjusted for stock	584	982
Staff training and DBS	1,539	1,456
	<u>2,123</u>	<u>2,438</u>

Padnell Pre-School

NOTES TO THE FINANCIAL STATEMENTS (CONT'D)

for the year ended 31 August 2024

7. Fundraising

	2024	2023
	£	£
Fundraising costs	-	220
Event costs	140	70
	<u>140</u>	<u>290</u>

8. Premises costs

	2024	2023
	£	£
Rent and rates	10,553	10,965
Service charges	1,493	1,571
Light and heat	2,411	2,190
Repairs and maintenance	2,637	357
Cleaning	2,450	3,103
Garden maintenance	224	73
	<u>19,768</u>	<u>18,258</u>

9. Administrative expenses

	2024	2023
	£	£
Administrative staff costs	6,144	5,566
Telephone and internet	1,025	879
Postage and stationery	297	1,218
Subscriptions	741	409
Insurance	1,971	1,698
Computer expenses	539	682
Bank charges	222	116
Depreciation	2,063	1,403
Bad debts	-	82
Sundry expenses	133	37
Independent examiner's fee	650	650
	<u>13,785</u>	<u>12,740</u>

Padnell Pre-School

NOTES TO THE FINANCIAL STATEMENTS (CONT'D)

for the year ended 31 August 2024

10. Staff costs

	2024	2023
	£	£
Salaries and wages	142,554	118,789
Social security costs	2,982	997
Pension costs (defined contribution scheme)	3,883	2,926
Other employee benefits	-	
Total staff costs	<u>149,419</u>	<u>122,712</u>

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

Total remuneration of £45,537 (2023: £42,982) was paid to key management personnel for their services to the charity. Key management personnel includes trustees and senior management. For specific amounts paid to trustees, refer to Note 16.

11. Average head count

During the year the average number of employees was as follows:

	2024	2023
Charitable activities	8	9
Governance	1	1
Other	1	1
	<u>10</u>	<u>11</u>

12. Tangible fixed assets

	Fixtures & Fittings £	Computer Equipment £	Total £
Cost			
At 1 September 2023	14,029	-	14,029
Additions	7,175	1,266	8,441
Disposals			-
At 31 August 2024	<u>21,204</u>	<u>1,266</u>	<u>22,470</u>
Depreciation			
At 1 September 2023	12,626	-	12,626
Charge for the year	1,852	211	2,063
On disposals			-
At 31 August 2024	<u>14,478</u>	<u>211</u>	<u>14,689</u>
Net book value			
At 31 August 2024	<u>6,726</u>	<u>1,055</u>	<u>7,781</u>
At 31 August 2023	<u>1,403</u>	<u>-</u>	<u>1,403</u>

Padnell Pre-School

NOTES TO THE FINANCIAL STATEMENTS (CONT'D)

for the year ended 31 August 2024

13. Stocks

	2024 £	2023 £
<i>Charitable activities:</i>		
Opening	605	521
Added in period	584	982
Expensed in period	(130)	(899)
Impaired	-	-
Closing	<u>1,059</u>	<u>605</u>

All stock held is for resale.

14. Debtors

	2024 £	2023 £
Trade debtors	-	1,151
Prepayments and accrued income	2,448	2,188
Other debtors	-	-
	<u>2,448</u>	<u>3,339</u>
Amounts due after more than one year included above	<u>-</u>	<u>-</u>

15. Creditors

	2024 £	2023 £
Trade creditors	-	2,879
Other taxes and social security costs	921	708
Accruals and deferred income	1,842	675
Other creditors	838	-
	<u>3,601</u>	<u>4,262</u>

Padnell Pre-School

NOTES TO THE FINANCIAL STATEMENTS (CONT'D)

for the year ended 31 August 2024

16. Trustees and related parties

During the year D Kingsbury received remuneration of £6,144 (2023: £5,566) as an employee of the charity, not for serving as a trustee; such payments are permitted by the charity's governing document.

No trustees have incurred expenses for fulfilling their duties that have been reimbursed by the charity.

17. Movement in funds

	At 31 August 2023	Incoming resources	Resources expended	Transfers	At 31 August 2024
	£	£	£		£
Unrestricted funds					
General fund	55,904	206,315	(183,020)	(159)	79,040
	55,904	206,315	(183,020)	(159)	79,040
Restricted funds ¹					
Early Years Pupil Premium	-	634	(538)	-	96
Disability Access Funding	-	1,820	(1,979)	159	-
	-	2,454	(2,517)	159	96
Total funds	55,904	208,769	(185,537)	-	79,136

	At 31 August 2022	Incoming resources	Resources expended	Transfers	At 31 August 2023
	£	£	£		£
Unrestricted funds					
General fund	52,032	158,934	(155,062)	-	55,904
	52,032	158,934	(155,062)	-	55,904
Restricted funds	58	-	(58)	-	-
Total funds	52,090	158,934	(155,120)	-	55,904

1. Early Years Pupil Premium (EYPP) funding provides the charity with extra funding to support children in achieving the best early years outcomes. Disability Access Funding (DAF) is money that childcare providers can use to support children with disabilities or special educational needs. These funds are ringfenced for spending in accordance with these purposes.