

**The Ark Preschool Nursery, Liphook  
Trustees Report & Statutory Accounts  
Year Ended 31 July 2025**

**Registered Charity Number: 1168943**

The Ark Preschool Nursery, Liphook  
Trustees' Annual Report  
Year Ended 31 July 2025

**Administrative Details**

Registered Charity Number: 1168943

Principal office and Address:

The Ark Preschool Nursery, Liphook  
The Church Centre  
Portsmouth Road  
GU30 7DJ

Other Names used: The Ark

**Trustees**

The Trustees who served during the period were:

Edward Cumming Bruce

Valentine Inglis-Jones

Henrietta Paterson (resigned 8 July 2025 having served the maximum permissible term)

Helen Coleman

Hilton Carr

Nicola Parrott

Jacqueline Taylor

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Trustees' Annual Report (Continued)  
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**Chair's Statement**

The Ark can celebrate another successful year, in which many families have been supported and young lives impacted. We were again operating at close to capacity in a competitive environment demonstrating that the community we serve recognise the value of the great work that the team does.

The Ark had a regular Ofsted inspection during the year, and although it was disappointing that we didn't quite achieve a repeat 'outstanding' rating, it was encouraging that the factors on which we were marked down were of relatively minor significance. The inspector clearly recognised that the quality of service is very high indeed. Financially, we have maintained a robust position and have again been in a position to support the wider ministry of our landlord and partner, the parish church. The outlook for nurseries across the country has been hit by a legal judgement towards the end of the year, to the effect that charging for lunchtime supervision is not compatible with accepting government provision for free childcare. To date, there has been no compensatory increase in government funding, absent which many nurseries will struggle to maintain quality provision to the less affluent. However, we are confident that the Ark is relatively well placed.

As ever we are indebted to the commitment and hard work of the staff team and many generous supporters and volunteers, and we want to record our gratitude and appreciation for all that they do.

Edward Cumming Bruce  
**Chairman**

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Trustees' Annual Report (Continued)  
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**Objectives & Activities**

The stated Objects of the Charity are:

- 1) The advancement of education for the public benefit by the provision of a preschool nursery in Liphook in accordance with Christian principles; and
- 2) To make grants for charitable purposes.

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Commission in determining the activities undertaken by the Charity.

**Achievements & Performance**

Key achievements made in the period were as follows:

- Providing care, education and support to over 40 children in the course of the 2024/25 academic year
- Provision of approximately 90% of pre-school sessions at EYFS rates, providing a key service, free at the point of use, to the local population in an area previously suffering from a shortage of capacity.

**Fundraising**

In line with prior years, the Ark undertook fundraising activity with individuals by way of written correspondence. We have not engaged any third parties to fundraise on our behalf during this period. The Ark is not registered with the Fundraising Regulator but is committed to abide by their Fundraising Code of Practice.

Staff and Trustees are aware of, and sensitive to, data protection issues and safeguarding and applies these principles to protect vulnerable donors. Options remain in place to suppress communications to supporters that are flagged as vulnerable.

During 2024/25, The Ark received no fundraising complaints and no suppression requests from the Fundraising Preference Service (FPS).

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**Financial review**

The 2024/25 academic year saw The Ark trading at a sustainable level. A surplus of £6,671 (2024: £19,822 surplus) was recorded.

Demand for places remains challenging owing to demographic factors, strong local competition and a reluctance to supplement government funded places with parental funds. A government directive that lunch time sessions could not be charged from April 2025 has caused a fall income that will need to be closely monitored going forward.

Voluntary income remained relatively static, totalling £2,999 (2024: £2,178) in the period.

**Financial Position**

At the period end the Charity net assets were £80,065 (2024: £73,394). Cash at the bank at 31 July was £70,419 (2024: £71,847).

The trustees monitor the level of invoices outstanding, the reason for late payment and the actions taken to ensure receipt. They consider it likely some long standing invoices will not be paid and have therefore made a provision in this year's accounts for bad debt.

**Reserves**

The trustees are focussed on ensuring that sufficient free reserves are maintained to ensure the smooth continued operation of the preschool. To determine the necessary level of free reserves for the preschool the trustees have assessed the potential financial impact, adjusted for risk and likelihood, of a range of scenarios in which the reserves of the charity would be utilised. Following this review they have agreed that the Ark's free reserves should be sufficient to cover:

- An income reserve in the event that income fails to achieve budget;
- Short term continuity of service in the event of unforeseen circumstances; and
- Costs of opportunities that may arise which would enable the Ark to further its charitable objectives.

There are no restricted funds (2024: nil).

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The trustees have calculated free reserves at 31 July 2025 as follows:

Total Funds at 31 July 2025	£80,065
Less unrestricted Fixed Assets	£0
Less other commitments	£0
	<hr/>
Free Reserves at 31 July 2025	£80,065

Free reserves at 31 July 2025 were in line with the minimum requirement identified by the Trustees. In the 2025/26 academic year it is anticipated that these free reserves will fall slightly. As a result, the trustees will continue to seek to manage the finances of the Preschool in such a way that free reserves over the coming years will be maintained.

A charitable donation was made to Liphook PCC.

### **Investment Policy**

Taking into account the reserves policy outlined above, the Trustees have decided that to the extent current working capital levels permit, free reserves should be quickly realisable without any risk to their value. All cash funds are therefore to be held in current accounts or interest bearing deposit accounts.

### **Structure, governance and management**

The Ark Preschool is a charitable incorporated organisation located in England and registered with the charity commission. Its governing document is its CIO Foundation Constitution.

Day to day running of the preschool is delegated to the Head of Preschool and her team of staff. The staff team's work is overseen by a board of between 4 and 7 Trustees. The Trustees set overall policy and strategic guidelines for the charity. They agree annual operating plans and financial budgets and monitor outcomes against those plans.

The work of the trustees is carried out via bi-monthly formal board meetings.

Trustees are generally appointed for terms of 3 years and cannot serve more than 3 consecutive terms without a break from office. Recruitment is usually by nomination from Bramshott and Liphook PCC. Up to 5 trustees may be nominated by the PCC. There is also one Ex-Officio Trustee, being the serving rector of the Parish.

The PCC seeks to recruit trustees who have experience of education or who bring needed professional skills in broader areas.

All members of the Board of Trustees give their time voluntarily and receive no benefits as Trustee from the charity.

Any expenses reclaimed from the charity are set out in the notes to these accounts under the heading "Trustee Remuneration and expenses". Related party transactions are similarly set out in the notes.

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**Risk Management**

The trustees and staff team conduct a formal annual review of the major risks to which the charity is exposed. Key risk areas are reviewed regularly at board meetings.

The Ark's procedure for risk assessment is to assess the risk, identify the level of seriousness, the consequence and the mitigating action that can be taken. Detailed procedures are in place to mitigate major risks and they are assessed under the headings of strategic and operational risk.

The Trustees consider that the information they receive, the internal control systems that are established and the regular involvement of the trustees all combine to enable the board to be confident that the major risks to which the charity is exposed are identified and that systems are in place to mitigate those risks to an acceptable level. Appropriate insurance is in place to cover all common risks to both people and assets.

The charity suffered no serious incident in the financial year that required reporting to the Charity Commission.

**Safeguarding**

The charity provides services to children and therefore Enhanced DBS checks have been obtained for all eligible roles.

**Trustee Responsibilities**

The Trustees are responsible for preparing the Annual Report and the financial statement in accordance with applicable law and regulations.


Charity law in England and Wales requires the Trustees to prepare financial statements for each financial year. Under the law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit for that period. In preparing those financial statements the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- follow applicable accounting standards, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the governing document. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf by:

A handwritten signature in cursive script that reads "E Cumming Bruce".

Edward Cumming Bruce

Edward Cumming-Bruce

**Trustee**

10 March 2026



The Ark Preschool Nursery, Liphook  
Trustees' Annual Report and Accounts (Continued)  
Period Ended 31 July 2025

**Independent examiner's report to the trustees of The Ark Pre-School Nursery, Liphook**

I report to the trustees on my examination of the accounts of The Ark Pre-School Nursery, Liphook (the CIO) for the year ended 31 July 2025.

**Responsibilities and basis of report**

As the charity trustees of the CIO 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 CIO's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the CIO as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed: 

Matthew Elkins FCA  
Knox Cropper LLP  
Chartered Accountants  
Office Suite 1, Haslemere House  
Lower Street  
Haslemere  
Surrey  
GU27 2PE

Date: 25/3/2026

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Trustees' Annual Report and Accounts (Continued)  
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**Statement of Financial Activities for the Year Ended 31 July 2025**

	<b>2025</b>	<b>2024</b>
	Total Funds	Total Funds
	£	£
<b>Income from: (note 2)</b>		
Donations, Grants and Events	2,999	8,821
Charitable Activities	158,256	145,714
Accrued income from HCC	10,219	-
Other trading activities	-	-
Investments	-	-
	<hr/>	<hr/>
<b>Total Income</b>	<b>171,474</b>	<b>154,535</b>
<b>Expenditure on: (note 3)</b>		
Raising Funds	-	-
Charitable Activities	163,220	134,713
Provision for Bad Debt	1,583	-
	<hr/>	<hr/>
<b>Total Expenditure</b>	<b>164,803</b>	<b>134,713</b>
	<hr/>	<hr/>
<b>Net Income and Expenditure</b>	<b>6,671</b>	<b>19,822</b>
<b>Reconciliation of Funds:</b>		
Total Funds Brought Forward	73,394	53,572
	<hr/>	<hr/>
Total Funds Carried Forward	<b>80,065</b>	<b>73,394</b>
	<hr/> <hr/>	<hr/> <hr/>

All the activities in the above financial years were derived from continuing operations. The Notes on pages 11-17 form part of these accounts

The Ark Preschool Nursery, Liphook  
Trustees' Annual Report and Accounts (Continued)  
Period Ended 31 July 2025

**Balance Sheet as at 31 July 2025**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
<b>Fixed Assets</b>		
Tangible Fixed Assets (note 8)	-	-
<b>Current Assets</b>		
Debtors (note 9)	3,984	2,682
Cash at Bank	70,419	71,847
Provision for Bad Debt	( 1,583)	-
Accrued income from HCC	10,219	-
<b>Liabilities (note 10)</b>		
Due within 1 Year	(2,974)	(1,135)
Due after more than 1 year	-	-
<b>Net Assets</b>	<b>80,065</b>	<b>73,394</b>
<b>Funds of the Charity</b>		
Unrestricted Funds	80,065	73,394
Restricted Funds	-	-
<b>Total Funds</b>	<b>80,065</b>	<b>73,394</b>

The financial statements and notes on pages 11-17 were approved and authorised for issue by the Board of Trustees on 10 March 2026 and signed on its behalf by

*Edward Cumming-Bruce*

Edward Cumming-Bruce  
Trustee

The Ark Preschool Nursery, Liphook  
Trustees' Annual Report and Accounts (Continued)  
Period Ended 31 July 2025

**Notes to the Financial Statements**

**1) Basis of preparation and Policies**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The Ark Preschool Nursery meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The trustees have reviewed the charity's financial position, reserves and future plans and consider despite the tough operational circumstances currently being faced there are no foreseeable material uncertainties about the Charity's ability to continue as a going concern and the accounts been prepared on that basis.

**Income Recognition**

All income is recognised once the Charity has entitlement to income, it is probable will be received and the amount of income receivable can be measured reliably.

Hampshire County Council paid the last instalment of the summer term funding (£10,219) after the financial year end (unlike prior year); this has been reflected in the Statement of Financial Activities and the Balance Sheet.

**Grant Recognition**

Grants are recognised in full in the statement of financial activities in the year in which the Charity has entitlement to the income, the amount of income receivable can be measured reliably and there is probability of receipt. No grants were received in FY 2024-25.

**Expenditure**

Expenditure includes attributable VAT, which cannot be recovered. Expenditure is allocated to the particular activity where the cost relates directly to that activity. Expenditure not directly attributable to one activity will be apportioned on a suitable basis. Since operations commenced costs have only been incurred directly for charitable activities, no costs are associated with raising funds.

Governance costs include the cost of governance arrangements which relate to the general running of the Charity, including strategic planning for its future developments, external audit, any legal advice for the Trustees, and all costs of complying with constitutional and statutory requirements, such as the costs of the Trustee meetings and of preparing the statutory accounts and satisfying public accountability.

## Notes to the Financial Statements (Continued)

### Financial Instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Debt instruments are subsequently measured at amortised cost using the effective interest method, subject to materiality.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

### Tangible Fixed Assets

Asset purchases over £500 are considered for capitalisation.

Assets are depreciated on a straight-line basis over 5 years.

### Statement of Cash Flows

As a small charity, no statement of cash flow is required.

### Fund structure

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature of each fund is included in the notes to the financial statements.

### Pensions and other post retirement obligations

A defined contribution plan is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions.

Contributions to defined contribution plans are recognised as employee benefit expense when they are due. If contribution payments exceed the contributions due for service, the excess is recognised as a prepayment.

The Ark Preschool Nursery, Liphook  
Trustees' Annual Report and Accounts (Continued)  
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**Notes to the Financial Statements (Continued)**

**2) Income**

**Income from Charitable Activities**

	<b>2025</b>	<b>2024</b>
	£	£
Provision of childcare sessions	168,475	145,714

The charity is predominantly funded from local authority (Hampshire County Council) Early Years Education Funding (EY550836). Income from HCC for the reporting period was £135,545 (2024: £109,922)

**Income from Donations Grants and Legacies**

	<b>2025</b>	<b>2024</b>
	£	£
Donations	2,963	2,177
Fundraising Events	36	116
Grants	-	6,528
	<hr/>	<hr/>
	2,999	8,821
	<hr/> <hr/>	<hr/> <hr/>

The highest value donation from an individual was £900. No donations were received from related parties.

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**Notes to the Financial Statements (Continued)**

**3) Expenditure on Charitable Activities**

	<b>2025</b>	<b>2024</b>
	£	£
Provision of childcare sessions	154,803	134,713
Charitable donations	10,000	-
	<u>164,803</u>	<u>134,713</u>

*Breakdown of childcare session expenditure is as follows:*

	<b>2025</b>	<b>2024</b>
	£	£
Childcare Staffing costs (note 4)	115,822	99,878
Rent	15,000	15,000
Other Costs	22,398	19,835
Provision for bad debt	1,583	-
	<u>154,803</u>	<u>134,713</u>

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**Notes to the Financial Statements (Continued)**

**4) Employees and Remuneration**

Aggregate payroll costs were as follows:

	<b>2025</b>	<b>2024</b>
	£	£
Wages and Salaries	112,966	97,965
Social security Costs	753	451
Pension Contributions (note 6)	1,923	1,462
Supply staff	180	-
	<hr/> 115,822 <hr/>	<hr/> 99,878 <hr/>

Social security costs disclosed above are stated net of employment allowance claimed in the periods.

At the end of the reporting period 9 people were permanently employed and 1 person was on a fixed term contract. The monthly average number of persons (including the Heads of Pre-School) employed by the Charity during the year expressed as full time equivalents was 5.1 (2024: 4.5)

Head of pre-school is regarded as the key management personnel. Payments totalling £25,702 plus £584 of employers pension contributions were made to individuals with this job title during the year (2024: £25,363 plus £573). The Head of Preschool was the highest paid employee.

No employee received remuneration of over £60,000 in the year (2024: No employee).

No Trustee received any remuneration during the period for acting in the capacity of a trustee (2024: nil).

Three volunteers carried out charitable activities during the financial year.

**5) Trustee Remuneration and Expenses**

Trustee payments in the period totalled £nil (2024: £nil). No costs relating to meeting attendance were claimed. Refer also Note 7.

**6) Defined contribution pension scheme**

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the Charity to the scheme and amounted to £1,923 (2024: £1,462).



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**Notes to the Financial Statements (Continued)**

**7) Related Party Transactions**

Trustees made no donations to the preschool during the year (2024: £Nil).

Cleone Inglis-Jones, the spouse of a Trustee, Valentine Inglis-Jones, was employed by the Ark during the year, initially as a Pre-School Assistant before becoming acting Deputy Head and eventually Head of Preschool. Total payments made to Cleone in the period were £25,702 plus £584 of employer's pension contributions (2024: £24,360 plus £544). All terms of employment have been approved by the Charity Commission.

The charity paid rental of £15,000 (2022: £15,000) to Bramshott and Liphook PCC during the period for the space from which the playschool operates. The charity made no payments in the period to Bramshott and Liphook PCC (2024: £nil) for ad-hoc hire of additional facilities.

Helen Coleman, a trustee, invoiced the charity £2,729 for SENCO Consultancy Services in the period (2024: £2,874).

**8) Fixed Assets**

	<u>External Equipment</u>	<u>Other Equipment</u>	<u>Total</u>
	£	£	£
<b><u>Net Book Value:</u></b>			
At 31 July 2025	-	-	-

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**Notes to the Financial Statements (Continued)**

**9) Debtors**

Amounts falling due within one year:

	2025	2024
	£	£
Trade debtors	3,270	1,969
Other Debtors	714	713
	<hr/> 3,984	<hr/> 2,682
	<hr/> <hr/>	<hr/> <hr/>

**10) Creditors**

Amounts falling due within 1 Year

	2025	2024
	£	£
Trade Creditors	1,497	84
Pension Creditor	459	1,051
Other Creditors	1,018	-
	<hr/> 2,974	<hr/> 1,135
	<hr/> <hr/>	<hr/> <hr/>

**11) Movement in Funds**

	At 01 Aug 2024 £	Movement In year £	At 31 Jul 2025 £
Unrestricted Funds	73,394	6,670	80,065
Restricted Funds	-	-	-
	<hr/> 73,394	<hr/> 6,670	<hr/> 80,065
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>