



Trustees' Annual Report for the period

Period start date
From 01 04 2024 To 31 03 2025
Period end date

Section A Reference and administration details

Charity name Hatherleigh Pre-School CIO

Other names charity is known by Hatherleigh Pre-School

Registered charity number (if any) 1169580

Charity's principal address
Hatherleigh Community Centre Bowling Green Lane
Hatherleigh Okehampton
Devon
Postcode EX20 3HB

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	Megan Luxton			
2	Tabitha Paddon		30/09/2020 - 09/10/2024	
3	Gemma Ruff		30/03/2023 - 09/10/2024	
4	Katharine Sluggett			
5	Lydia Galvin			
6	Amy Houldcroft			
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17				
18				
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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)

Sarah Miles & Jennifer May (Managers)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

CIO Association (registered October 2016)

Trustee selection methods
(eg. appointed by, elected by)

Elected at AGM

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.

All prospective trustees are required to apply for DBS & EY2 prior to joining the committee.

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 objectives the development of children and young people, promoting their care and safety, promoting their education and parental involvement, promoting their health and wellbeing and providing services to support them and their families and carers.

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 sessional childcare term time only to a maximum of 29 children per session. Our core hours are Monday -Friday 9am – 3pm with breakfast club available from 8.30am.

We accept two year old funding and early years education funding and also offer the working entitlement of 30 hours funding if parents are eligible.

Additional sessions are also available for four weeks in the summer holidays.

We also staff the parent & toddler group – Chatterbox on a Friday morning, these sessions take place in rooms adjacent to the Pre-School.

Trustees are aware of the guidance provided by the Charity Commission and endeavour to adhere and pay due regard to all guidelines.

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.

Summary of the main achievements of the charity during the year

We have provided childcare to 50 children throughout the year.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity holds a reserve of £52678 to cover one terms running costs and redundancy costs.

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.

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)

K Sluggett

Lgalvin

Full name(s)

KATHERINE SLUGGETT

LIDIA GALVIN

Position (eg Secretary, Chair, etc)

CHAIR

Secretary

Date

21-1-26

DRAFT BALANCE SHEET 01/04/2024 - 31/03/2025

INCOME

Early Years Education Grant	£	127,458.55
Parent Fees/Holiday Club Fees	£	16,793.10
Misc. Income/Donations	£	944.25
Actual	£	<u>145,195.90</u>

£	<u>145,195.90</u>
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EXPENDITURE

Staffing Costs	£	109,251.36
Premises Cost - Room Hire	£	9,280.36
Premises Costs - Telephone	£	1,128.55
Insurance/Professional Fees	£	1,832.01
Fundraising Expenditure	£	-
Bank Costs	£	120.49
DBS Charges	£	-
Staff Uniform		
Staff Training	£	577.50
Play Equipment	£	3,308.58
Postage & Stationary	£	879.72
Other Office Costs	£	285.52
Session Resources	£	1,471.52
Misc.	£	82.45
Snack/Refreshments	£	1,053.88
Consumables	£	1,649.63
Cleaning	£	85.00
	£	-
	£	<u>131,006.57</u>

Balance B/F 01/04/2024	£	21,022.72
Income 2024-25	£	145,195.90
Fundraising (Ferret Racing)	£	520.00

£	<u>166,738.62</u>
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Less Expenditure 2024-25	-£	131,006.57
TRF to Contingency fund	-£	6,855.62

£	<u>28,876.43</u>
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Represented by

Balance at bank 31/03/2025	£	39,120.51
Payments not cleared 31/03/2025	-£	823.23
Income not cleared 31/03/2025	£	173.75
Year end Adjustment DCC Funding paid early	-£	9,594.60

£	<u>28,876.43</u>
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Balance at reserve 31/03/2025

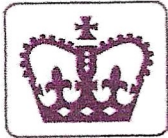
Business Reserve	£	52,678.21
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Represented by:

(redundancy £32,000)	£	32,000.00
(contingency £13144.38)	£	20,678.21

£	<u>52,678.21</u>
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Figures checked from
information supplied
found correct.
ms.
J Hicks M.C.B.



Section A

Independent Examiner's Report

Report to the trustees/
members of

Hatherleigh Pre-School CIO

On accounts for the year
ended

31st March 2025

Charity no
(if any)

1169580

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (~~other than that disclosed below~~ *) in connection with the examination which gives me cause to believe that in, any material respect:

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

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

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

26.1.26.

Name:

JILL HICKS

Relevant professional
qualification(s) or body
(if any):

MICB

Address:

Bryn Awelon
HATHERLEIGH
EX20 3LL

Section B**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.