

Witnesham Pre-School
High Road
Witnesham
Ipswich
Suffolk
IP6 9EX

Charity Registration Number: 1174690

10th January 2024

Charity Trustees Annual Report

Trustees: Laura Kemp (Chair), Carl Mortimer-Smith, Amy Potter, Rose Johnson, Sara Rose

The financial year of April 2022 to April 2023 saw a number of changes for Witnesham Pre-School, along with some difficult challenges too.

The number of children attending the setting at the start of the financial year was relatively low, largely still due to the effects of the pandemic and also potentially due to the inadequate Ofsted report in 2021.

In July 2022 Annette Law who had managed the pre-school for 22 years retired and Hannah Nicolls was recruited as the new pre-school manager from September of that year.

Until this point the pre-school had only accepted children from the age of 2 years old, Hannah implemented the change to accept children from birth from September 2022 in a bid to increase the number of children attending. She transformed a room that had previously been used as an office into a sleep room and created a separate space within the main room of the pre-school for children under 2 years. Relevant resources for under 2's including cots were purchased and some funds were spent on new advertising materials to promote the change in age range.

Some of the children attending the pre-school moved up to primary school in September and numbers remained very low in the autumn term of 2022.

Energy and food costs continued to rise and in December 2022 there were not enough funds coming into the pre-school and no reserves left to continue to cover the operational costs. Emergency meetings were called with Staff and Parents to advise of the situation and that we may be unable to open from January 2023.

Sadly this was and still is a very common issue for early years settings across the country. Many have been forced into closure due to underfunding and the increasing rise in operational costs.

Very fortunately Suffolk County Council stepped in to assist our pre-school and were able to agree a non-repayable grant of £9,000 to cover the operational costs until April 2023 in a hope that the

number of children attending the setting would increase and make it viable for us to continue.

In January 2023 the AGM was held and three parents put themselves forwards to join the committee - Amy Potter, Heather Pascall and myself, Laura Kemp.

A quiz night fundraiser was planned for February 2023 and a Just Giving page was launched to help with much needed funds to purchase resources and keep the preschool running. The quiz night was a huge success and in total we raised £1,900 from that and the just giving page.

In February 2023 Charlotte Eaton the chairperson for the pre-school committee stepped down from her role and it was voted that myself Laura Kemp would step up into the role.

I am so pleased to report that the number of children attending the setting has continued to significantly rise and we are now at full capacity most days, meaning that the setting has become financially viable once again.

I would like to take this opportunity to say a huge thank you to all of the staff and committee members for your hard work and commitment over a somewhat difficult twelve months and I am so pleased that the future is looking much more positive.

Laura Kemp
Chair of Witnesham Pre-School



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
WITNESHAM PRE-SCHOOL

No (if any)

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/04/2022

To

Period end date
31/03/2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees - Suffolk County Council	18,998	-	-	18,998	22,345
Fees - Parents	18,007	-	-	18,007	7,920
Fundraising	3,662	-	-	3,662	-
Grants	9,000	-	-	9,000	-
Interest	7	-	-	7	4
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	49,674	-	-	49,674	30,269
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	49,674	-	-	49,674	30,269
A3 Payments					
Wages	35,241	-	-	35,241	32,518
Insurance & Premises Costs	9,922	-	-	9,922	5,077
Office Costs	1,179	-	-	1,179	1,617
Consumables & Equipment	5,088	-	-	5,088	4,134
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	51,430	-	-	51,430	43,346
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	51,430	-	-	51,430	43,346
Net of receipts/(payments)	- 1,756	-	-	- 1,756	- 13,077
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	14,911	-	-	14,911	27,988
Cash funds this year end	13,155	-	-	13,155	14,911

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Deposit Account	3,593	-	-
	Current Account	7,867	-	-
	Fundraising Account	1,695	-	-
	Total cash funds	13,155	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		L. Kemp	13/01/2024	
		S. Rose	13/01/2024	

This report on the accounts of the Winesham pre-school for the year ended is in respect of an examination carried out under s.43 of the Charities Act 1993

Respective responsibilities of trustees and examiner

As the members of the pre-school you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) of section 43(2) of the Charities Act 1993 do not apply. It is my responsibility to issue this report on those accounts in accordance with Regulation 7 of the Charities (Accounts and Reports) Regulations 1995.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the guidance from the CBF. That examination includes a review of the accounting records kept by the pre-school and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

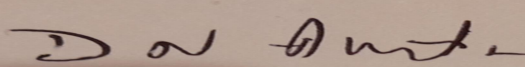
Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 41 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with the requirements of the Act, have not been; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A photograph of a handwritten signature in dark ink on a light-colored surface. The signature appears to be 'D N Austin' written in a cursive, slightly stylized script.

D N Austin A.C.I.B.