

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

Charity Registration Number: 1174690

13th January 2025

Charity Trustees Annual Report

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

The financial year of April 2023 to April 2024 brought stability and success to the Pre-School following a difficult period the year before.

The number of children attending the setting continued to rise to the point where all Pre-School places were full and we had a waiting list. This was a result of holding open mornings for perspective parents, leaflet dropping in the local area and promotion of the setting on social media.

In April 2023 the Pre-School took on the After School Club to provide wrap around care for the Primary School from 3.15pm – 5.30pm on a Monday, Tuesday and Wednesday. Initially the After School Club was managed by Hannah – the Pre-School Manager and Jessie – the Deputy Manager. In the summer of 2023 we recruited two more members of staff to run the club.

Carl Mortimer-Smith was recruited on to the committee and in January 2024 we held our AGM which saw Sara Rose step down from the committee and Carl take on the role of Treasurer.

In December 2023 the Pre-School joined in with the Otley and Witnesham Christmas Fayre to raise funds for both Primary Schools and Pre-Schools.

Also in December 2023 Jo Regent was recruited to cover the Pre-School Manager one day per week, which allowed Hannah time out of ratio to complete the necessary administration work. Jo had many years of experience as a Pre-School Manager and was also willing to cover Hannah's upcoming Maternity leave in April 2024.

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 this year.

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
01/04/2023

To

Period end date
31/03/2024

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	18,644	-	-	18,644	18,998
Fees - Parents	48,072	-	-	48,072	18,007
Fundraising	686	-	-	686	3,662
Grants	-	-	-	-	9,000
Interest	56	-	-	56	7
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	67,458	-	-	67,458	49,674
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	67,458	-	-	67,458	49,674
A3 Payments					
Wages	44,651	-	-	44,651	35,241
Insurance & Premises Costs	4,357	-	-	4,357	9,922
Office Costs	2,179	-	-	2,179	1,179
Consumables & Equipment	4,593	-	-	4,593	5,088
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	55,780	-	-	55,780	51,430
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	55,780	-	-	55,780	51,430
Net of receipts/(payments)	11,678	-	-	11,678	- 1,756
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	13,155	-	-	13,155	14,911
Cash funds this year end	24,833	-	-	24,833	13,155

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	3,631	-	-
	Current Account	19,489	-	-
	Fundraising Account	1,713	-	-
	Total cash funds	24,833	-	-
	(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	L. Kemp	13/01/2025	
	C. Mortimer Smith	C. Mortimer-Smith	13/01/2025	

This report on the accounts of the Winesham pre-school for the year ended 31-3-2024 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.

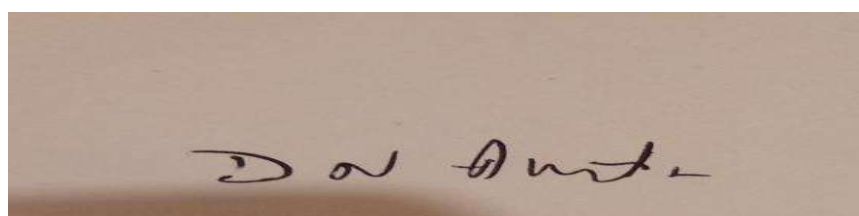
Independent Examiner's Statement

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 slanted style.

D N Austin A.C.I.B.