

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

Charity Registration Number: 1174690

11th January 2026

Charity Trustees Annual Report

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

The financial year of April 2024 to April 2025 brought continued growth and financial stability to the Pre-School. This was also accompanied by many changes to the staffing of the setting and brought a time of uncertainty around the future of the building that we currently operate from.

In April 2024 the Pre-School manager began maternity leave and Joanne Regent stepped into the role of interim manager. In July 2024 the manager returned from maternity leave and following the departure of another member of staff we were able to offer Joanne a permanent position of joint deputy manager and lead SENCO.

Between September and November 2024, due to the increased demand for childcare places in the area we employed a further two part-time members of staff. This enabled us to open spaces on our waiting list whilst providing extra support to our existing team.

In December 2024 the Pre-School manager resigned and Joanne stepped into the permanent position of Pre-School manager. The financial stability of the Pre-School allowed us to purchase new resources and enhance our outdoor learning space which included a new sandpit area for the children.

The Pre-School has continued to work in close partnership with Witnesham Primary School. Unfortunately, in April 2025 we had to make the decision to end the After School provision that we were providing for them, due to the low numbers attending we could no longer make it financially viable, however we have continued to provide the Breakfast club provision which continues to be well attended. We also joined in with the Otley and Witnesham Christmas Fair, raising funds for both Primary and Pre-Schools.

In all, there have been so many positives to take from this year. However, in January 2025 the committee were approached by our landlords, Suffolk County Council. They voiced their concerns about the age and structure of the building, the ongoing maintenance costs and its general future of being fit for purpose. They asked us to consider relocating to an empty purpose-built setting in Grundisburgh. After much consideration and consultation with staff we made the decision to refuse

this opportunity on the basis that it was simply too far to relocate, being over 5 miles away, Witnesham Pre-School would completely lose its identity and a full rebrand would be required. We would completely lose our connection and leave Witnesham Primary without an early years provision, with many of our children at the time due to start at Witnesham and have siblings already attending there.

At this time the committee are working closely with our Parish Council and the Primary School to come up with a long-term solution for the future of our Pre-School.

As always, we would like to take this opportunity to say a huge thank you to all of the staff, parents and our community for your continued support.

Laura Kemp
Chair of Witnesham Pre-School



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
WITNESHAM PRE-SCHOOL

No (if any)

CC16a

Receipts and payments accounts

For the period from	Period start date 01/04/2024	To	Period end date 31/03/2025
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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	52,268	-	-	52,268	18,644
Fees - Parents	26,599	-	-	26,599	48,072
Fundraising	357	-	-	357	686
Grants	-	-	-	-	-
Interest	125	-	-	125	56
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	79,349	-	-	79,349	67,458
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	79,349	-	-	79,349	67,458
A3 Payments					
Wages	56,790	-	-	56,790	44,651
Insurance & Premises Costs	6,384	-	-	6,384	4,357
Office Costs	2,333	-	-	2,333	2,179
Consumables & Equipment	4,820	-	-	4,820	4,593
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	70,327	-	-	70,327	55,780
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	70,327	-	-	70,327	55,780
Net of receipts/(payments)	9,022	-	-	9,022	11,678
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	24,833	-	-	24,833	13,155
Cash funds this year end	33,855	-	-	33,855	24,833

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	23,737	-	-
	Current Account	8,386	-	-
	Fundraising Account	1,732	-	-
	Total cash funds	33,855	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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		
		C. Mortimer-Smith		

This report on the accounts of the Winesham pre-school for the year ended 31-3-2025 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.

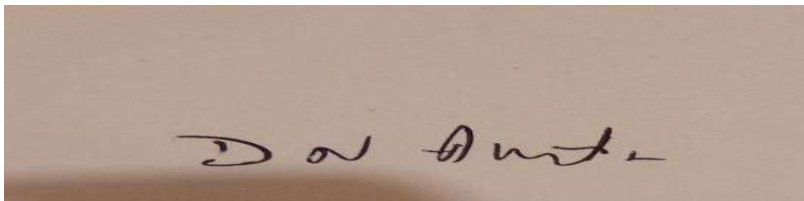
Independent Examiner's Statement

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. 1-9-25