

REGISTERED COMPANY NUMBER: CE012312 (England and Wales)  
REGISTERED CHARITY NUMBER: 1174804

REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST DECEMBER 2024  
FOR  
POD CHEYHOUSES CIO

Whitehead & Howarth  
327 Clifton Drive South  
Lytham St Annes

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for the Year Ended 31ST DECEMBER 2024

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POD LHEYHOUSES CIO

REFERENCE AND ADMINISTRATIVE  
DETAILS

for the Year Ended 31ST  
DECEMBER 2024

Clarendon Road  
North  
Lytham St Annes  
Lancashire  
FY8 3EE

TRUSTEES

CEO 12312  
(England and  
Wales)

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OFFICE

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M A Wilson

## POD LHEYHOUSES CIO

### REPORT OF THE TRUSTEES for the Year Ended 31ST DECEMBER 2024

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st December 2024. The trustees have adopted the provisions of 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).

#### OBJECTIVES AND ACTIVITIES Objectives and aims

To advance the education of children below compulsory school age and of primary school age, in particular but not exclusively those from time to time attending Heyhouses Endowed Church of England Nursery School (The Nursery) and Heyhouses Endowed Church of England Primary School (The School) by the provision of an Ecopod building and the provision of educational activities and facilities in and associated with the Ecopod and by making of grants to either or both of the Nursery and the School,

To provide opportunities for pupils from Heyhouses CE Primary School to work and experience activities outside the classroom e.g. Forest School Activities

To provide a space offering opportunities for drama, music, dance, art, yoga to Primary and Nursery children.

To provide availability to groups, local schools and schools from further afield to experience the locality.

To provide a working environment for Nursery children at the end of the school day e.g. After School Club activities.

To offer community groups a venue to hold meetings, practices and workshops.

#### Comment

It is evident to all trustees that staff at Heyhouses School and Nursery who work within the Pod ensure that these aims and objectives are met. The Pod is a stimulating light and happy environment where children develop as individuals and as a socially interactive group.

#### Mission Statement

We seek to enable children to reach their full potential educationally, spiritually and socially so that they may become all that God has created them to be.

#### Public benefit

The trustees consider that the main activities undertaken by the charity to carry out its charitable purposes are for the public benefit and furthermore they consider that they have complied with their duty to have due regard to the commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

#### ACHIEVEMENT AND PERFORMANCE

##### Charitable activities

The original finance to build the Pod was provided by donations from The Lytham Schools Foundation and Heyhouses CE Nursery School. Finance for furniture and equipment was provided by the Vera Wolstenholme Trust and Heyhouses CE Primary School P.T.A.

Pod@heyhouses is located in a purpose built Eco-Pod building which is located on land owned by The Lytham Schools Trust on Clarendon Road North, Lytham St Annes and within the campus of Heyhouses CE Primary School.

The Pod is staffed by school and Nursery staff

##### Fundraising activities

It is the intention of the trustees to hold fundraising activities on a regular basis.

### REPORT OF THE TRUSTEES for the Year Ended 31ST DECEMBER 2024

## POD LHEYHOUSES CIO

### FmANCIAL REVIEW

#### Financial position

Net income in the year was €1,968, 2023: (2023 -Net expenditure €761) and reserves carried forward were E 121,797 (2023: E1 19,829). All reserves are unrestricted.

The opportunity to offer the Pod to outside agencies was severely affected owing to the pandemic. During the course of the year it was noted that there was a severe defect in the roof which resulted in rain water ponding on the Pod roof. This was only noticed when marks began to appear on the internal ceiling. Due to the liquidation of the business which carried out the original build, there were no valid warranties or guarantees and the repair work has been financed by Lytham Schools Foundation.

#### Investment policy and objectives

Under the Constitution, the charity has the power to make any investment which the trustees see fit. The trustees have considered the most appropriate policy for investing funds and have found that business high interest accounts meet the requirements to generate both income and allow the funds to be readily available.

#### Reserves policy

The trustees have examined the charity's requirements for reserves in the light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be between three and six months of the expenditure.

The trustees are aware of the fact that with E1 19,143 tied in tangible fixed assets, the desired level of reserves have not been achieved. They continue to seek ways to improve the situation while managing current and future risks by not committing to any long term project unless specific funding is secured.

### FUTURE PLANS

Nursery has designated times to use the Eco-pod as does the School and these will be adjusted following discussion. The Eco-pod will be offered to a wider range of local groups and organisations over the coming years and months, fundraising activities will be expanded.

As from 1st January 2024 the nursery, school and Eco-Pod entered into a new venture alongside the Lytham School Foundation under the heading of the Coastal Collective. Under this new venture the school/nursery with the agreement of the Trustees of the Eco-Pod made the Pod available for use by the wider community. Since 1<sup>st</sup> January 2024 the Eco<sup>n</sup> Pod has become the home of what is now called the Family Hub acting on behalf of the Coastal Collective. The Coastal Collective is an organisation where the headteacher of all the local primary schools in the FY8 have agreed to work together to initiate Early involvement for children with Special Educational Needs and other emotional difficulties.

Parallel to this with the support of the Lytham School Foundation the Eco-Pod is now being used to support nursery/community most vulnerable and needy children throughout the long Easter and Summer breaks. The Eco-pod provides a valuable space and resources for all the children supported through the long holiday periods. A change of venue and access to deliver additional activities within the school grounds enhances the support and learning opportunities delivered from the nursery school during this period.

In 2024, we recorded almost 6000 physical attendance not including the many phone, text and email interactions that are just as essential in providing help reassurance. The Hub offers a wide variety of groups that meet the evolving needs of the community, including Baby Group, Family Drop-In, Cooking on a budget, Infant Massage, Community Walks, Creative Space, Art Group, and NHS Talking Therapies sessions and drop ins. The activities go far beyond basic service delivery — they foster belonging, connection, and a real sense of community across FY8.

The Trustees of the Eco-Pod are delighted with the current direction of the facility which can only be of the benefit to the Early years children in giving them the best start possible as they enter their school years.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing document

The charity is controlled by its governing document, a foundation model constitution dated 22 September 2017.

### Recruitment and appointment of new trustees

The charity trustees for the purposes of charity law also constitute the management committee. The trustees may appoint a person who is willing to act as a trustee, either to fill a vacancy or as an additional trustee provided that the maximum of five as set by the articles is not exceeded. The trustees shall be constituted, 2 representing Heyhouses CE Primary School, 2 representing Heyhouses CE Nursery School and 1 representing Lytham Schools Foundation. All trustees presenting themselves for re-election will be deemed to have been re-elected unless at the annual general meeting it is resolved not to fill a vacancy or unless a resolution for the re-appointment of the trustee is put to the meeting and lost.

### Induction and training of new trustees

The trustees are already familiar with the practical work of the charity and additionally are invited and encouraged to attend meetings and training sessions to familiarise themselves with the charity and the context within which it operates and cover:

1 The obligations of Trustees

2 The main documents which set out the operational framework for the charity including the constitution and Articles 3 Resourcing and the current financial position as set out in the latest published accounts and financial management information

4 Future plans and objectives

New trustees would be invited to the setting to familiarise themselves with the work of the charity. They would also be provided with a handbook containing full details of the work of the charity along with the governing document and the latest financial statements. New trustees would have an induction programme followed by an analysis of this induction.

### Key management remuneration

No remuneration was paid to key management.

REPORT OF THE TRUSTEES for the  
Year Ended 31ST DECEMBER 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT Related parties

The charity provides the Pod facility to but not exclusively to pupils of Heyhouses CE Nursery School and Heyhouses Endowed Primary School, charities which are associated by virtue of trustees in common.

Risk management

The trustees have conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by the implementation of procedures consistent with the activities of the charity and in accordance with Ofsted inspections. Procedures are in place to ensure compliance with health and safety of staff, children, volunteers and visitors to the Eco-pod. These procedures are reviewed annually to ensure that they continue to meet the needs of the charity.

Trustees meetings

Meetings are held a minimum of twice a year and procedural meetings are held regularly to progress the ongoing activities of the pod.

Approved by order of the board of trustees on ..... /..a./..7N.Q.7%

and signed on its behalf by

.....  


C E Barnes - Trustee

EXPENDITURE ON  
Charitable activities  
Charitable activities  
STATEMENT OF ACTIVITIES for the  
Year Ended 2024

Page 5



POD LHEYHOUSES CIO

TOTAL FUNDS CARRIED FORWARD  
The notes form part of these financial statements

\_\_\_\_\_

\_\_\_\_\_

121,797

119,829

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BALANCE SHEET

NET CURRENT ASSETS

31ST DECEMBER 2024

		4,586	738
		31/12/24	31/12/23
		Unrestricted	Total
		fund	funds
	Notes		
FIXED ASSETS			
Tangible assets	5	119,143	122,223
CURRENT ASSETS			
Cash at bank		6,421	3,743
CREDITORS			
Amounts falling due within one year	6	<u>(1,835)</u>	<u>(3,005)</u>
TOTAL ASSETS LESS CURRENT		<u>          </u>	<u>          </u>
LIABILITIES		123,729	122,961
CREDITORS			
Amounts falling due after more than one year	7	<u>(1,932)</u>	<u>(3,132)</u>
NET ASSETS		<u>121,797</u>	<u>119,829</u>
FUNDS	9		
Unrestricted funds		<u>121,797</u>	<u>119,829</u>
TOTAL FUNDS		<u>121,797</u>	<u>119,829</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st December 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st December 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that

NOTES TO THE FINANCIAL STATEMENTS continued  
for the Year Ended 31ST DECEMBER 2024

- comply with  
Sections 386 and  
387 of the  
Companies Act  
2006 and
- (b) preparing  
financial  
statements which  
give a true and  
fair view of the  
state of affairs of  
the charitable  
company as at the  
end of each  
financial year and  
of its surplus or  
deficit for each  
financial year in  
accordance with  
the requirements  
of Sections 394  
and 395 and  
which otherwise  
comply with the  
requirements of  
the Companies  
Act 2006 relating  
to financial  
statements, so far  
as applicable to  
the charitable  
company.

These financial  
statements have been  
prepared in accordance  
with the provisions  
applicable to charitable  
companies subject to the  
small companies regime.

The financial statements  
were approved by the  
Board of Trustees and  
authorised for issue on

8/9/2025

and were signed on its  
behalf by:



C E Barnes - Trustee

The notes form part of  
these financial  
statements

NOTES TO THE FINANCIAL  
STATEMENTS for the Year Ended 31ST  
DECEMBER 2024

a

**NOTES TO THE FINANCIAL STATEMENTS**  
**for the Year Ended 31ST DECEMBER 2024**

1. ACCOUNTING  
POLICIES

Basis of  
preparing the  
financial  
statements  
The financial  
statements of the  
charitable  
company, which  
is a public benefit  
entity under FRS  
102, have been  
prepared in  
accordance with  
the Charities  
SORP (FRS 102)  
'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 I  
(2) (effective 1  
January 2019)',  
Financial  
Reporting  
Standard 102  
'The Financial  
Reporting  
Standard  
applicable in the  
UK and Republic  
of Ireland' and  
the Companies  
Act 2006. The  
financial  
statements have  
been prepared

NOTES TO THE FINANCIAL STATEMENTS continued  
for the Year Ended 31ST DECEMBER 2024

under the  
historical cost  
convention.

Income

All income is  
recognised in the  
Statement of  
Financial  
Activities once  
the charity has  
entitlement to the  
funds, it is  
probable that the  
income will be  
received and the  
amount can be  
measured  
reliably.

Expenditure

Liabilities are  
recognised as  
expenditure as  
soon as there is a  
legal or  
constructive  
obligation  
committing the  
charity to that  
expenditure, it is  
probable that a  
transfer of  
economic  
benefits will be  
required in  
settlement and  
the amount of the  
obligation can be  
measured  
reliably.

Expenditure is  
accounted for on  
an accruals basis  
and has been  
classified under  
headings that  
aggregate all cost  
related to the  
category. Where  
costs cannot be  
directly attributed  
to particular  
headings they  
have been  
allocated to  
activities on a  
basis consistent

NOTES TO THE FINANCIAL  
STATEMENTS for the Year Ended 31ST  
DECEMBER 2024

with the use of  
resources.

Tangible fixed  
assets

Depreciation is  
provided at the  
following annual  
rates in order to  
write off each  
asset over its  
estimated useful  
life.

Eco Pod

- 2% on cost

Fixtures and fittings

- 10% on reducing balance

Taxation

The charity is  
exempt from  
corporation tax  
on its charitable  
activities.

Fund

accounting

Unrestricted

funds can be used  
in accordance  
with the  
charitable  
objectives at the  
discretion of the  
trustees.

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 and  
purpose of each  
fund is included  
in the notes to the  
financial  
statements.

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CIO

NOTES TO THE FINANCIAL STATEMENTS continued  
for the Year Ended 31ST DECEMBER 2024

2. NET  
mCOME/(EXPENDIT  
URE)

Net  
income/(expendit  
ure) is stated  
after  
charging/(creditin  
g):

	31/12/24	
31/12/23		
Independent examiners fee	660	
Depreciation - owned assets	<u>3,080</u>	<u>3,126</u>
-		

for the Year Ended 31ST DECEMBER 2024

3. TRUSTEES'  
REMUNERATION  
AND BENEFITS

There were no  
trustees'  
remuneration or  
other benefits for  
the year ended 3  
1st December  
2024 nor for the  
year ended 3 1 st  
December 2023.

Trustees'  
expenses

There were no  
trustees' expenses  
paid for the year  
ended 31st  
December 2024  
nor for the year  
ended 31st  
December 2023.

4. COMPARATIVES  
FOR THE  
STATEMENT OF  
FINANCIAL  
ACTIVITIES

5. TOTAL FUNDS CARRIED FORWARD 119,829

~~NON-COMBINED ASSETS~~  
INCOME AND EXPENSES

Donations and legacies Fixtures  
and 7,211

EXPENDITURE ON  
Charitable activities continued...  
Charitable activities 7,972

NOTES TO THE FINANCIAL  
STATEMENTS for the Year Ended 31ST  
DECEMBER 2024

continued...



NOTES TO THE FINANCIAL STATEMENTS continued for  
the Year Ended 31ST DECEMBER 2024

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**for the Year Ended 31ST DECEMBER 2024**

6.	CREDITORS: AMOUNTS FALLING DUE w1T111N ONE YEAR	31/12/24	31/12/23
	Other loans (see note 8)	1,200	1,200
	Other creditors		600
	Accrued expenses	635	<u>1,205</u>
		<u>1,835</u>	<u>3,005</u>

7. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

8.		31/12/24	31/12/23
	Other loans (see note 8)	<u>1,932</u>	

LOANS

An analysis of the maturity of loans is given below:

	31/12/24	31/12/23
Amounts falling due within one year on demand:		
Other loans	1,200	<u>1,200</u>
Amounts falling due between two and five years:		
Other loans - 2-5 years	<u>1,932</u>	

MOVEMENT IN FUNDS

9.	At 1.1.24	Net movement in funds	31.12.24
Unrestricted funds			
General fund	119,829	1,968	121,797
	<u>119,829</u>	<u>1,968</u>	<u>121,797</u>
TOTAL FUNDS	<u>119,829</u>	1,968	<u>121,797</u>

Net movement in funds, included in the above are as follows:

Incoming	Resources	Movement
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POD CHEYHOUSES CIO

NOTES TO THE FINANCIAL STATEMENTS continued

	resources	expended	in funds
Unrestricted funds			
General fund	<u>10,030</u>	<u>(8,062)</u>	<u>1,968</u>
TOTAL FUNDS	<u>10,030</u>		
<u>(8,062)</u>	<u>1,968</u>		

NOTES TO THE FINANCIAL STATEMENTS - continued  
for the Year Ended 31ST DECEMBER 2024

9. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.23 £	Net movement in funds	31.12.23
Unrestricted funds			
General fund	<u>120,590</u>	<u>)</u>	<u>119,829</u>
TOTAL FUNDS	<u>120,590</u>		
<u>(761)</u>	<u>119,829</u>		

Comparative net movement in funds, included in the above are as follows:

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NOTES TO THE FINANCIAL STATEMENTS continued  
for the Year Ended 31ST DECEMBER 2024

	s ex pe n de d in fu n ds			
Unrestricted funds				
General fund				
(7,972)				
(761)				
TOTAL FUNDS		<u>7,211</u>		
<u>(7,972)</u>		<u>(761)</u>		

A current year 12 months and prior year 12 months combined position  
is as follows:

	Net movement At		
	At 1.1.23		
	in funds		
	31.12.24		
Unrestricted funds			
General fund	120,590		
,207	<u>121,797</u>		
TOTAL FUNDS	<u>120,590</u>		
<u>1,207</u>	<u>121,797</u>		

A current year 12 months and prior year 12 months combined net  
movement in funds, included in the above are as follows:

	Incoming	Resources	Movement
	resources	expended	in funds
Unrestricted funds			
General fund	<u>17,241</u>	<u>(16,034)</u>	<u>1,207</u>

NOTES TO THE FINANCIAL STATEMENTS - continued

TOTAL FUNDS	<u>17,241</u>
<u>(16,034)</u>	1,207

for the Year Ended 31ST DECEMBER 2024

10. RELATED PARTY DISCLOSURES

Trustees of Pod@Heyhouses CIO hold other trusteeships in other organisations and transactions with these organisations are as follows.

The charity received donations of €2,100 from Heyhouses Endowed Church of England Primary School in the year.

The charity received a loan from Heyhouses Church of England Nursery School Limited in 2018, the amount outstanding at 31/12/2024 was €3,132.

11. CONTROL

The charity is controlled by the trustees as voting members.

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

31/12/24                      31/12/23

INCOME AND ENDOWMENTS

Donations and legacies

Donations 10,030

Total incoming resources 10,030

EXPENDITURE

Charitable activities

Rates and water 62

Insurance 1,379 859

Light and heat 2,500 596

Sundries 380 977

Bank charges 63 60

Repairs and maintenance 1,632

Depreciation of eco pod 2,688 2,688

Depreciation of fixtures & fittings 392 438

for the Year Ended 31ST DECEMBER 2024

7,402

Support costs

Governance costs

Accountancy fees 660 660

Total resources expended 8,062 7,972

660 660

Net income/(expenditure) 1,968

This page does not form part of the statutory financial statements

