



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1	Month September	Year 2022		Day 31	Month August	Year 2023

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

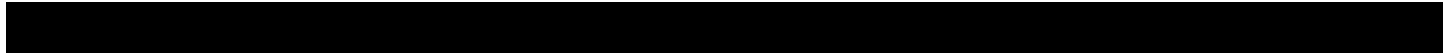
### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Alex Bowron	Chair	Resigned 6/10/2022	
2	Lauren Foster-Turner	Chair	(Appointed 15/10/2020) Appointed chair 6/10/2022	
3	Laura Outram		Appointed 6/10/2022	
4	Hana Hamilton		Appointed 6/10/2022	
5	Victoria Massey			
6	Matthew Spencer			
7	Eleanor Firth		Resigned 6/10/2022	
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	19				
	20				
	<b>Names of the trustees for the charity, if any, (for example, any custodian trustees)</b>				
		<b>Name</b>		<b>Dates acted if not for whole year</b>	

<b>Names and addresses of advisers (Optional information)</b>		
<b>Type of adviser</b>	<b>Name</b>	<b>Address</b>

<b>Name of chief executive or names of senior staff members (Optional information)</b>
Jo Smith - Manager



<b>Description of the charity's trusts</b>	
Type of governing document <small>(eg. trust deed, constitution)</small>	Constitution (Preschool Learning Alliance model CIO constitution)
How the charity is constituted <small>(eg. trust, association, company)</small>	Charitable incorporated organisation
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Elected by members at AGM

<b>Additional governance issues (Optional information)</b>	
<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"><li>• policies and procedures adopted for the induction and training of trustees;</li><li>• the charity's organisational structure and any wider network with which the charity works;</li><li>• relationship with any related parties;</li><li>• trustees' consideration of major risks and the system and procedures to manage them.</li></ul>	



**Summary of the objects of the charity set out in its governing document**

The aims of the Pre-school are to enhance the development and education of children primarily under statutory school age.

**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)**

The charity runs sessional day care which operated this financial year from The Spike Centre, Warren Road, Guildford. The pre-school is open six sessions a week.

**Additional details of objectives and activities (Optional information)**

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Pre-school staff works in partnership with parents to ensure effective running and development of the pre-school.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



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**Summary of the main achievements of the charity during the year**

We have continued to focus on developing training opportunities for staff and social fundraising activities, that had been absent during COVID, have improved the financial performance of the preschool, along with strong attendance numbers.

The preschool was visited by OFSTED for a formal report in October 2022. Learnings were taken from the feedback but receiving the outcome of Good was a great result.

We had some staff changes with our Deputy Manager Hannah leaving in July 2023. The role split so we have a separate Deputy Manager and SENCO. This will reduce the impact in the future should there be any further staff changes and it was a great opportunity for internal staff promotion and development.

New landline to improve communication options for families and staff 01483 578602.

Children were happy and made good progress throughout the year.

**Brief statement of the charity's policy on reserves**

Reserves policy was approved by committee at AGM in September 2019. The Preschool continues to maintain its level of reserves to meet fluctuating income and expenses and will continue to review level required annually.

**Details of any funds materially in deficit**

None

**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**

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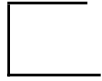
The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)



**Date**

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Christ Church Pre-School Playgroup CIO

## Receipts and payments accounts

CC16a

For the period from 01/09/2022 To 31/08/2023

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior Year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Preschool Fees, funding and registration fees	96,082	-	-	96,082	88,423
Fund raising events proceeds	1,431	-	-	1,431	1,708
Donations	-	-	-	-	-
Bank interest	337	-	-	337	8
Apprentice Funding	-	-	-	-	-
Uniform sales	-	-	-	-	8
<b>Sub total (Gross income for AR)</b>	<b>97,850</b>	<b>-</b>	<b>-</b>	<b>97,850</b>	<b>90,147</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>97,850</b>	<b>-</b>	<b>-</b>	<b>97,850</b>	<b>90,147</b>

#### Analytical Review

#### 2022/23 Summary

Christchurch Pre-School has continued to operate from Christ Church Hall with a full pre-school for the whole period.

Increased income compared to prior year, due to:

- Increased the fees with a full pre-school for the whole period.  
- More children coming for all available hours, not just the 15 hours funded.

The main source being an Easter event and Summer Fair, along with Christmas cards and tea towels.

Nil both current and prior year

Reflects increased interest rates

Nil both current and prior year

Uniform wearing isn't enforced by the pre-school, so most children now attend wearing their own clothes hence the lower uniform sales.



**A3 Payments**

Wages, salary and staff costs	71,123	-	-	71,123	59,186	11,936	Increase reflective of increased income. Average of 5 employees through the period.
Hire of hall	11,214	-	-	11,214	10,493	721	Rent is paid on a termly invoice basis at £16 per hour (prior year £14 hence the increase)
EYPP/DEPN costs	649				38		Additional needs expenses - specific funding allocated to this category.
FEET/SENCO costs (EIF)	235				133		Additional needs expenses - specific funding allocated to this category.
Uniform	-	-	-	-	-	0	No new purchases
Equipment renewals and materials	1,901	-	-	1,901	4,683	(2,781)	Ok - Account reviewed
							<b>Main Balances</b>
							- Legal Fees - £350 - accountancy fees (same as prior year)
							- Payroll Admin - £726 - (prior year £766)
							- Professional Memberships including ofsted and pre-school alliance - £301 (prior year £264)
							- PPL/PRS Licence - £118 (prior year £108)
							- Telephone - £445 (prior year £404) - This relates to internet costs as in prior year, plus a mobile phone expense
Management and administration costs	1,948	-	-	1,948	1,894	54	- £636 Insurance - (prior year £581)
Insurance and subscriptions	636	-	-	636	581	55	Invoice reviewed in prior year
							Made up of:
							£101 - Website
							£nil - Advertising
Advertising, staff courses and sundries	3,305	-	-	3,305	818	2,487	£3,204- Staff training - (prior year £717). £3,084 relates to a course paid for a staff member who subsequently left. 50% of the cost was recovered in 2023/24.
Cost of fund raising events	34	-	-	34	738	(704)	Note - some of the summer fair costs are included in 23/24.
<b>Sub total</b>	<b>91,045</b>	<b>-</b>	<b>-</b>	<b>90,161</b>	<b>78,563</b>	<b>11,598</b>	
<b>A4 Asset and investment purchases, (see table)</b>							
	-	-	-	-	-		
	-	-	-	-	-		
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>Total payments</b>	<b>91,045</b>	<b>-</b>	<b>-</b>	<b>90,161</b>	<b>78,563</b>		
<b>Net of receipts/(payments)</b>	<b>6,805</b>	<b>-</b>	<b>-</b>	<b>7,689</b>	<b>11,584</b>		
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>A6 Cash funds last year end</b>	<b>97,062</b>	<b>-</b>	<b>-</b>	<b>78,325</b>	<b>85,478</b>		
<b>Cash funds this year end</b>	<b>103,867</b>	<b>-</b>	<b>-</b>	<b>86,014</b>	<b>97,062</b>		
	<b>37,475.38</b>				<b>31,007</b>		Agreed to bank statements
	<b>66,391.16</b>				<b>66,054</b>		Agreed to bank statements



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Christ Church Pre-School Playgroup CIO

On accounts for the year  
ended

31<sup>st</sup> August 2023

Charity no  
(if any)

1175198

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2023.

Responsibilities and  
basis of report

As the charity's trustees, 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 all 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 in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:

*EMJ Larive*

Date: 25/06/2024

Name:

Emily Larive

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

FCA, ICAEW

Address:

57 Kettlewell Close, Woking, GU21 4HY

**Section B****Disclosure**

Only complete if the examiner needs to highlight material 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.**

N/a