

**LITTLE WILLOWS PRE-SCHOOL  
(WARWICKSHIRE) CIO**

**TRUSTEES' REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31 AUGUST 2024**

**CHARITY NUMBER: 1176320**

**LITTLE WILLOWS PRE-SCHOOL (WARWICKSHIRE) CIO**  
**(Charity No. 1176320)**

**INDEX TO ACCOUNTS**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

**Pages**

<b>2.</b>	<b>Legal and Administrative Information</b>
<b>3 - 4.</b>	<b>Trustees' Report</b>
<b>5.</b>	<b>Independent Examiner's Report</b>
<b>6.</b>	<b>Statement of Financial Activities</b>
<b>7.</b>	<b>Balance Sheet</b>
<b>8 – 12.</b>	<b>Notes to the Accounts</b>

**LITTLE WILLOWS PRE-SCHOOL (WARWICKSHIRE) CIO**  
**(Charity No. 1176320)**

**LEGAL AND ADMINISTRATIVE INFORMATION**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

**Charity Name and Number**

Little Willows Pre-School (Warwickshire) CIO  
Registered Charity Number: 1176320

**Charity Address**

Franklin Road  
Whitnash  
Warwickshire  
CV31 2JH

**Trustees**

Chair	-	Susan Harris
Treasurer	-	David Harris
Manager	-	Stacey Coulter
Other	-	Harriet Tolley
	-	Anjela Heron
	-	Melanie De Luca
	-	Hayley Gurden

**Manager**

Susan Harris

**Bankers**

Santander Bank plc

**Independent Examiner**

TC Ollis Limited  
Nelson House  
2 Hamilton Terrace  
Leamington Spa  
Warwickshire  
CV32 ELY

**LITTLE WILLOWS PRE-SCHOOL (WARWICKSHIRE) CIO**  
**(Charity No. 1176320)**

**TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2024**

**History, Objectives and Activities of the Trust**

The Charitable Incorporated Organisation (CIO) was established on the 18 December 2017 being the incorporation of Little Willows Pre-School (Warwickshire) Charity No.1075438, and is governed by the Pre-School Learning Alliance Constitution of 1999. The main objective of the charity, as set out in the Constitution, is to enhance the development and education of pre-school children by providing appropriate play facilities and activities to offer opportunities for all children whatever their race, culture, religion, means or ability.

**Management and Governance Arrangements**

The Constitution provides for:

- a) Three officers (Chair, Secretary and Treasurer), and
- b) Not less than two, nor more than nine, elected members, and
- c) If the committee so desires, not more than three members co-opted by the committee.

The trustees are elected annually at the Annual General Meeting. There is no defined internal training scheme for Trustees.

**How our Activities Deliver Public Benefit**

The Charity carries out a range of activities in pursuance of its charitable aims. The Trustees consider that the activities summarised below provide benefit to the inhabitants of the local area.

**Achievements and Performance of the Trust**

The main achievements of the charity during the year are:

- Quality early years education in an inclusive environment that promotes unique learning experiences to meet the needs of every child.
- Securing funding to support pre-school children with Special Educational Needs and Disabilities (SEND).

**Financial Review, Investment Policy and Reserves**

The charity's principal sources of funds are:

- Early Education Funding
- Fees
- Integrated Disability Support Grants
- Two Year Funding

**The charity's principal expenditure costs are:**

- Staffing costs
- Premises
- Operating costs (Including administration and consumables)

**LITTLE WILLOWS PRE-SCHOOL (WARWICKSHIRE) CIO**  
**(Charity No. 1176320)**

**TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2024**  
**CONTINUED**

The charity has a policy to provide sufficient reserves to finance the pre-school for a six month period.

The expenditure of the charity has provided for quality early years education within a well resourced and stimulating environment supported by motivated, experienced and well trained staff.

**Future Plans**

The trustees intend to continue providing quality early years education for pre-school children in a similar way to the recent past and to continue to improve the learning environment of the children.

**Statement Trustees' Responsibilities**

Charity Law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities for that period. In preparing those financial statements, the trustees are required to:-

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2006. They are also responsible for safeguarding the assets of charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Independent Examiner**

The trustees intend to ask the existing independent examiner to undertake the independent examination of the trust in the following year.

**Signed on behalf of the trustees:**

**Signature:**

**Name:** Susan Harris

**Position:** Chair

**Date:**

**LITTLE WILLOWS PRE-SCHOOL (WARWICKSHIRE) CIO  
(Charity No. 1176320)**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
LITTLE WILLOWS PRE-SCHOOL (WARWICKSHIRE) CIO**

I report to the trustees on my examination of the Accounts of Little Willows Pre-School (Warwickshire) for the year ended 31 August 2024.

**Responsibilities and Basis of Report**

As the charity trustees of the Trust 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 2011 Act.

**Independent Examiner's Statement**

I have completed my examination and subject to the above, I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 386 of the 2006 Act; or
2. the accounts do not accord those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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 (other than those mentioned above) in order to enable a proper understanding of the accounts to be reached.

**John Alan Davies  
On behalf of  
TC Ollis Limited  
Nelson House  
2 Hamilton Terrace  
Leamington Spa  
Warwickshire  
CV32 4LY**

**Date:**

**LITTLE WILLOWS PRE-SCHOOL (WARWICKSHIRE) CIO**  
**(Charity No. 1176320)**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

	Notes	2024 Year ended 31 August 2024 £	2023 Year ended 31 August 2023 £
<b>Incoming Resources</b>	<b>8</b>		
<b>Incoming Resources from Generated Funds</b>			
Fees		83,876	72,973
Fundraising		2,341	2,909
Other Income		1,618	649
<b>Incoming Resources from Charitable Activities</b>			
Grants		394,445	278,992
		<hr/>	<hr/>
<b>Total incoming resources</b>		482,280	355,523
<b>Resources expended</b>	<b>9</b>		
<b>Charitable Activities</b>			
Premises		25,493	20,934
Staff Costs		355,091	276,032
Operating Costs		10,037	9,266
<b>Governance Costs</b>			
Administration		14,895	10,509
Consumables		12,876	13,850
Fundraising		655	595
		<hr/>	<hr/>
<b>Total resources expended</b>		399,047	331,186
		<hr/>	<hr/>
<b>NET INCOMING RESOURCES FOR THE YEAR</b>		83,233	24,337
<b>Total funds brought forward</b>		178,716	154,379
		<hr/>	<hr/>
<b>Total funds carried forward</b>		261,949	178,716
		<hr/>	<hr/>

**LITTLE WILLOWS PRE-SCHOOL (WARWICKSHIRE) CIO**  
**(Charity No. 1176320)**

**BALANCE SHEET AS AT 31 AUGUST 2024**

	<b>2024</b> <b>£</b>	<b>2023</b> <b>£</b>
<b>CURRENT ASSETS</b>		
Stock	750	625
Debtors	1,777	11,682
Cash at bank and in hand	314,858	206,180
	<hr/>	<hr/>
<b>TOTAL CURRENT ASSETS</b>	317,385	218,487
<b>CREDITORS: Amounts falling due within one year</b>		
Sundry creditors	55,226	39,621
Fees paid in advance	210	150
	<hr/>	<hr/>
<b>TOTAL CREDITORS</b>	(55,436)	(39,771)
	<hr/>	<hr/>
<b>NET CURRENT ASSETS</b>	<u>261,949</u>	<u>178,716</u>
<b>FUNDS OF THE CHARITY</b>		
<b>UNRESTRICTED FUNDS</b>	<u>261,949</u>	<u>178,716</u>

**Name: Susan Harris**

**Date:**

**Position: Chair**



**LITTLE WILLOWS PRE-SCHOOL (WARWICKSHIRE) CIO**  
**(Charity No. 1176320)**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024**

**1. Accounting Policies**

**Company Information**

Little Willows Pre-School (Warwickshire) CIO is a charitable incorporated organisation and is registered with the charity commission.

**Accounting Convention**

These financial statements have been prepared in accordance with FRS102 “The Financial Reporting Standard applicable in the UK and Republic of Ireland” (“FRS102”) and the requirements of the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure is required to show a true and fair view.

These financial statements have also been prepared in accordance with:

- Accounting and reporting by Charities
- Statement of Recommended Practice (SORP FRS102)
- The Charities Act 2011

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention.

The principal accounting policies adopted are set out below.

**a) Fund Accounting**

Unrestricted funds are funds which are available at the discretion of the Trustees in the furtherance of the general objectives of the charity and which have not been designated for other purposes.

**b) Incoming Resources and Related Expenditure**

Incoming resources are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Where incoming resources have related expenditure (as with fundraising or contract income) the resources and related expenditure are reported gross in the SoFA.

**LITTLE WILLOWS PRE-SCHOOL (WARWICKSHIRE) CIO**  
**(Charity No. 1176320)**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024**  
**CONTINUED**

**c) Grants and donations**

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

**d) Donated services and facilities**

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

**e) Volunteer help**

The value of any voluntary help received is not included in the accounts.

**f) Investment income**

This is included in the accounts when receivable.

**g) Expenditure and Liabilities**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance costs include costs of the preparation and examination of statutory accounts, the cost of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

Staff costs are recognised as and when they become due.

**LITTLE WILLOWS PRE-SCHOOL (WARWICKSHIRE) CIO**  
**(Charity No. 1176320)**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024**  
**CONTINUED**

**2. Assets**

Tangible fixed assets for use by charity are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost. The insurance value of equipment is given by way of note to the accounts.

**3. Taxation**

The Trust is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable services.

**4. Fees for the Examination of the Accounts**

	<b>2024</b>	<b>2023</b>
Independent examination	<u>£ 600</u>	<u>£ 570</u>

**5. Tangible Fixed Assets**

Equipment has an insurance valuation of £20,000.

**6. Related Party Transactions**

Susan Harris had remuneration of £19,500 for the year (£19,500 – 2023).

**7. Employees**

The average number of Employees during the period was 12 (12 – 2023).  
No employee received total employee benefits of more than £60,000.

**LITTLE WILLOWS PRE-SCHOOL (WARWICKSHIRE) CIO**  
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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024**

**8.**

	<b>2024</b> <b>Year ended</b> <b>31 August 2024</b>	<b>2023</b> <b>Year ended</b> <b>31 August 2023</b>
<b>INCOMING RESOURCES</b>		
<b>Incoming Resources from Generated Funds</b>		
<b>Fees</b>		
Fees	41,458	40,162
Clubs	42,418	32,811
Total Fees	<u>83,876</u>	<u>72,973</u>
<b>Fundraising</b>		
Uniform	450	691
Fundraising Events	1891	2,218
Total Fundraising	<u>2,341</u>	<u>2,909</u>
<b>Other Income</b>		
Bank Interest	885	464
Other	733	185
Total Other Income	<u>1,618</u>	<u>649</u>
<b>Incoming Resources from Charitable Activities Grants</b>		
Nursery Education Grant	244,384	183,593
Two year funding	36,887	30,341
IDS	112,674	59,473
Grants	500	5,585
Total Grants	<u>394,445</u>	<u>278,992</u>
<b>TOTAL INCOME</b>	<u><b>482,280</b></u>	<u><b>355,523</b></u>

**LITTLE WILLOWS PRE-SCHOOL (WARWICKSHIRE) CIO**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024**

9.

	<b>2024 Year ended 31 August 2024</b>	<b>2023 Year ended 31 August 2023</b>
<b>RESOURCES EXPENDED</b>		
<b>CHARITABLE ACTIVITIES</b>		
<b>Premises</b>		
Rent	7,000	6,643
Utilities	13,536	11,164
Rates	1,184	1,581
General Maintenance	3,773	1,546
Total Premises	<u>25,493</u>	<u>20,934</u>
<b>Staff Costs</b>		
Wages	305,425	261,213
Employer's NIC	-	993
Training	4,821	2,797
Travel Expenses	130	453
Employee's Pension	3,839	3,743
Staff Cover	19,077	4,458
Staff Recruitment	1,799	2,375
Total Staff Costs	<u>335,091</u>	<u>276,032</u>
<b>Operating Costs</b>		
Equipment	10,037	9,266
Total Operating Costs	<u>10,037</u>	<u>9,266</u>
<b>GOVERNANCE COSTS</b>		
<b>Administration</b>		
Stationery	8,089	7,558
Telephone/Broadband	2,743	1,346
Professional Fees	2,850	806
Equipment Insurance	1,213	799
Total Operating Costs	<u>14,895</u>	<u>10,509</u>
<b>Consumables</b>		
Wrap Around	119	70
Activities	9,086	11,558
Refreshments	304	313
Cleaning	2,687	1,395
Fruit	680	514
Total Consumables	<u>12,876</u>	<u>13,850</u>
<b>Fundraising</b>		
Uniform	655	595
Total Fundraising	<u>655</u>	<u>595</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u><u>399,047</u></u>	<u><u>331,186</u></u>