



## Trustees' Annual Report for the period

**From****Period start date**Day  
01Month  
04Year  
2023**To****Period end date**Day  
31Month  
03Year  
2024**Charity name** Woodlanders**Other names charity is known by****Registered charity number (if any)** 1176342**Charity's principal address** Woodland Road

Ashburton

Devon

**Postcode**

TQ13 7DR

### 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 Jane Somerville Ashton

Chair

2 Rosie Walsh

3 Rhona Joyce Parker

4 Amy Christie

5 Eleanor Sanderson

6 Sophie Pilgrim

7 Bryn Philip Griffiths

Appointed 17 April 2024

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**Names of the trustees for the charity, if any, (for example, any custodian trustees)****Name****Dates acted if not for whole year**

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Educational	Preschool Learning Alliance	50 Featherstone Street, London, EC1Y 8RT
Educational	Torbay Early Years	2 <sup>nd</sup> Floor South, Tor Hill House, C/O Town Hall, Castle Circus, Torquay, TQ1 3DR
Educational Inspectorate	OFSTED	Piccadilly Gate, Store Street, Manchester, M1 2WD

## Name of chief executive or names of senior staff members (Optional information)

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## Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

Preschool Learning Alliance Model CIO Constitution for Childcare Providers 2013

How the charity is constituted  
(eg. trust, association, company)

Registered Charitable Incorporated Organisation

Trustee selection methods  
(eg. appointed by, elected by)

Self-nomination from membership and approved and elected at the Annual General Meeting

## Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

We updated our policies and procedure as we do annually.

We wrote a Friends of Woodlanders constitution and added the friends as a subcommittee of the Board of Woodlander's trustees. This allows the trustees to maintain control of their activities and representation of the setting in the wider community.

Contingency money

We identified we needed to increase the amount of money held for contingencies.

A fund raising priority list and risk assessment power point will be produced by our fund raising trustee for early 2024 financial year.

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

The development and education of children and young people in our locality particularly by:

- promoting their care and safety
- promoting their education and promoting parental involvement
- promoting their health and well being
- providing services to support them and their families and carers
- providing services to individuals holding membership of the CIO and
- furthering the aims of the Preschool Learning Alliance

**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)**

Woodlanders is a preschool that serves the Ashburton and district area in Devon. This area extends across Dartmoor, along the A38, and towards Newton Abbot. We serve children from 2 years to school age. The whole setting is in the centre of the medieval town of Ashburton and is situated behind the ancient chapel of St Lawrence. Two of our buildings are ancient and we are in a conservation area. The public benefit is that we employ 15 local people, and we enable the preschool children of the area to benefit from local excellent provision that leads into our local Primary school in Ashburton and other small primary schools in the local villages. This allows the local small communities to continue to thrive and grow with a mixed age range in the villages. We promote safety and care of children by participating fully in Child Safeguarding processes and programs. In the year 23-24 we identified that post-Covid the children's speech was delayed and entered into schemes with local speech therapists to help this situation and we employ a SENDco trained member of staff.

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

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

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

In the year 23-24 we started again the Friends of Woodlands group. The important thing identified during the meetings is that it is a community building project as well as a fundraising group. This has proved beneficial in both fields and improved the health and wellbeing of the parents as well as the children, as fun is had by all at the Easter egg hunt or the children, boys and girls, have their faces painted, and jump on the bouncy Castle. We run a second hand clothes exchange and link in with the local food bank. We also, where needed, help with extended payments across extended periods of time.

Providing a group call Munchkins to give lunch to under Fives and their carers each Monday morning. Play, friendship, songs and reading a story together in a warm space and a hot meal. This group mainly runs at a loss but serves the community mainly from outside our Woodlander's families. We train our staff mainly in the Autumn, when numbers of children are lower, in safeguarding, paediatric first aid, and Early Years training. We have two Early Year Apprentices whom we train up each year which further the aims of the Early years Alliance.

We had a number of volunteers in the summer of 2023. They built shelters in the playground; repainted the obstacle courses on the tarmac; repaired the raised garden beds. And much, much more creating a Woodlander's community and improving facilities for the children,

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

In April 2023 Ofsted found us to be Good in all areas. This inspection was triggered because we had become a CIO and therefore changed our legal identity. We were delighted with this result as despite being downgraded to a good rather than outstanding we were aware that Ofsted was changing their policies at the time and this was a first-rate result and a reflection of our wonderful staff and provision for children and families.

Wrap around: we started wrap around services for our families that work. This slowly increased in numbers of children and by the end of the financial year it was breaking even.

Restarting Friends: this was restarted and has boosted our fund raising. The money raised was put towards the external painting of the windows and the internal gates between the different outside areas.

We had a large number of high level special needs. This was higher than usual and with the excellent management the SENDco provision needed was supplied.

All the children across the setting were taught to Sign basic Makaton.

The minimum wage that came in at the end of the year needed to be planned for. We managed to raise the staff's pay and maintain the above minimum wage we usually pay people. This was due to our treasurer's risk assessment and management of finances.

Thanks to our administrative team we gained grants for Forest School. We also applied for and received a grant to encourage multicultural education from The 'Janes' Trust. We also received grants from other charitable bodies.

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

A general reserve of about 20% of revenue will be maintained to cover unexpected reductions in pupil registration, changes in government support, temporary increase in operating expenditure or unplanned capital expenditure required to meet the safety requirements.

**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.

Principal sources of funds are:

- Government Early Years Education Funding
- Parent fees for childcare provided

Income is supported by fundraising throughout the year and application of grants when available.

## **Section F Other optional information**

### **Woodlanders, Treasurer's Report Year End 2023-2024**

Woodlanders Year End Accounts have been presented by our Finance Coordinator. Woodlanders', with thanks to its staff, education and office staff for their work across the year, commitment to income generation, through government funding, sales, donations as well as grants and fundraising, has grown to a financial position to meet its charitable reserves responsibility and look to secure the financial sustainability of the setting.

#### **Woodlanders Year End**

<b><u>2024</u></b>	<b><u>£ 98,097.38*</u></b>
2023	£ 58,671.35
2022	£ 63,329.72

(\*to note that Woodlanders expenditure has been down due to maintenance projects for which funds have been allocated £13,000 in 2023-2024, however, maintenance has been delayed due to bad weather and has been scheduled in 2024-2025).

Parental contributions are now down due to the increase in Government funded places. This trend will it is predicted to continue. This will lead to reviewing the voluntary contributions or the set consumable charge per day other settings charge. The bigger picture for Woodlanders' finances are that Woodlanders has stabilised its financial situation in terms of reserves, budget setting, income and expenditure in the previous two financial years, as a charity setting looking at a viable business model for sustainability and ensuring the longevity of the setting financially, we must look at going beyond a break even situation on income and expenditure and producing profit (surplus) to a) increase the reserves as percentage of our total budget, b) set aside earmarked capital for fixed costs such as wage increases, projects and unforeseen contingency spend.

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

Signed on behalf of the charity's trustees

Signature(s) 

Full name(s) Jane Somerville Ashton

Position (eg Secretary, Chair, etc) Chairperson

Date 19/12/2024



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Woodlanders

On accounts for the year  
ended

31/03/2024

Charity no  
(if any)

1176342

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent  
examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

Signed:

Date:

20 September 2024

Name:

Nicholas Millard (F.M.A.A.T)

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

Association of Accounting Technicians

Address:

13 Hyde Road

Paignton

Devon TQ4 5BW

Only complete if the examiner needs to highlight 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.**





Charity Name <b>Woodlanders</b>	No (if any) <b>1176342</b>
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## Receipts and payments accounts

**CC16a**

For the period from	Period start date 01/04/2023	To	Period end date 31/03/2024
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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 £
<b>A1 Receipts</b>					
Parent / Guardian Fees	87,231	-	-	87,231	66,616
Government Grants	185,488	-	-	185,488	167,131
Gift Aid / Grants / Donations	21,132	-	-	21,132	33,687
Fundraising	6,218	-	-	6,218	2,025
Miscellaneous Income	2,068	-	-	2,068	10,265
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>302,137</b>	<b>-</b>	<b>-</b>	<b>302,137</b>	<b>279,724</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>302,137</b>	<b>-</b>	<b>-</b>	<b>302,137</b>	<b>279,724</b>
<b>A3 Payments</b>					
Salaries	190,549	-	-	190,549	175,346
Temporary Cover	3,145	-	-	3,145	3,303
PAYE	19,744	-	-	19,744	20,926
Electric and Gas	4,970	-	-	4,970	2,251
Water	1,013	-	-	1,013	1,165
Council Tax	1,690	-	-	1,690	1,690
Refuse	934	-	-	934	569
Insurance	2,444	-	-	2,444	3,198
Telephone	759	-	-	759	364
Inspection and Registration costs	1,695	-	-	1,695	2,285
Hire Charges	1,437	-	-	1,437	1,643
Postage, printing and stationery	368	-	-	368	1,635
Cleaning	2,614	-	-	2,614	2,172
Forest School	1,820	-	-	1,820	2,105
Forest School Taxi	3,358	-	-	3,358	3,441
French and Yoga	2,355	-	-	2,355	2,075
Fundraising costs	57	-	-	57	213
Repairs and Renewals	15,188	-	-	15,188	45,290
Gardening and Maintenance	222	-	-	222	240
Consumables	1,099	-	-	1,099	1,815
Clothing	336	-	-	336	1,028
Food	2,713	-	-	2,713	3,041
Staff Recruitment	156	-	-	156	614
Staff Training	1,108	-	-	1,108	716
Staff Travel	65	-	-	65	19
Social Events	398	-	-	398	879
Equipment	875	-	-	875	5,012
Legal costs	-	-	-	-	-
Accountancy	1,089	-	-	1,089	180
Sundry Expenses	928	-	-	928	1,106
<b>Sub total</b>	<b>263,127</b>	<b>-</b>	<b>-</b>	<b>263,127</b>	<b>284,322</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>263,127</b>	<b>-</b>	<b>-</b>	<b>263,127</b>	<b>284,322</b>
<b>Net of receipts/(payments)</b>	<b>39,010</b>	<b>-</b>	<b>-</b>	<b>39,010</b>	<b>- 4,598</b>
<b>A5 Transfers between funds</b>	<b>4,786</b>	<b>- 4,786</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>54,037</b>	<b>4,786</b>	<b>-</b>	<b>58,823</b>	<b>63,421</b>
<b>Cash funds this year end</b>	<b>97,833</b>	<b>-</b>	<b>-</b>	<b>97,833</b>	<b>58,823</b>

## 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 £
<b>B1 Cash funds</b>	Co-Operative (Main Account)	97,490	-	-
	Co-Operative (Fundraising Account)	-	-	-
	Cash	343	-	-
	<b>Total cash funds</b>	<b>97,833</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	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	