

REGISTERED COMPANY NUMBER: CE012836 (England and Wales)  
REGISTERED CHARITY NUMBER: 1176528

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 JULY 2022  
FOR  
CHRISTCHURCH PRESCHOOL**

Baker Chapman & Bussey  
Chartered Accountants  
3 North Hill  
Colchester  
Essex  
CO1 1DZ

**CHRISTCHURCH PRESCHOOL**

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FOR THE YEAR ENDED 31 JULY 2022**

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## **CHRISTCHURCH PRESCHOOL**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2022**

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The trustees present their report with the financial statements of the Charitable Incorporated Organisation (CIO) for the year ended 31 July 2022. The financial statements have been prepared under receipts and payments accounting.

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

The CIO's object is the development and education of children and young people.

##### **Activities**

The CIO works in partnership with parents and carers to promote the learning of preschool children in a safe and caring environment. The Christchurch Preschool is managed by a Trustee led committee of volunteers and a salaried manager. It provides funded and unfunded early education for three and four year old children.

Christchurch Preschool opened in 1974 and operates from two rooms within the Christ Church hall in Colchester, with access to a secure outdoor play area. The preschool opens from Monday to Friday for 38 weeks of the year on a sessional basis, ordinarily offering 7 sessions per week. Morning sessions run from 9.15 am – 12.15pm and full day sessions run from 9.15am until 4pm.

##### **Public benefit**

In setting objectives, developing strategies and undertaking activities the Trustees give careful consideration to the Charity Commission's general guidance on public benefit and believe that the CIO's activities this year as represented by this annual report, carry out the CIO's objects for the public benefit.

#### **ACHIEVEMENT AND PERFORMANCE**

Whilst the impact of the COVID-19 pandemic is still being felt through staff and child absence the setting has returned to a degree of normality during this financial year.

Christchurch Preschool was visited by Ofsted on two occasions during this financial year. The first, in October, highlighted the need to address the way in which the Trustee's led the preschool in order to assure the safeguarding of all the children on the site. Swift action was taken to address this and a subsequent inspection, in April, confirmed that safeguarding was effective and that Christchurch Preschool provided a good early years provision. Ofsted described how children enjoyed their day at preschool and how staff supported them to grow in confidence and independence. April's report provides a wonderful insight into the hard work of staff to support children as they grow and develop at the setting and the Trustees are proud that this has been recognised. Lessons from the Ofsted inspection continue to be learnt and will form the basis of improvements planned by Trustees and the Preschool Manager into the following academic year.

The number of children served by the preschool has fallen when compared to recent years and there is a lower intake planned for September 2022. Our future plans include significant investment in the marketing of our preschool offer, including a new website. Our historic strength has been the personal recommendation from one parent to another of the setting. Unfortunately, in the last few years there has been little opportunity for these informal recommendations to take place and we will have to reinvent the way we publicise Christchurch Preschool and make our presence in the community known.

This financial year saw the return of opportunities to fundraise. The Trustees and Preschool staff collectively managed to raise £2,802 in additional funds through a series of events for children and their families. These fundraising events were opportunities not only for the raising of much needed funds but also opportunities to bring the community around Christchurch Preschool together.

The preschool gives its thanks to the Chair of Trustees who stands down as of 1st of September 2022. Additional trustees have been recruited throughout the year and we will be recruited to increase the committee's number and seek out additional skills and expertise.

#### **FINANCIAL REVIEW**

##### **Financial position**

During this period, the preschool received £67,261 in fees enabling the Charity to carry out its objectives of providing effective preschool education to children in the local community. Unfortunately, payments have exceeded receipts creating a small loss for the year of £725.

The falling number of children attending the preschool coincides with a number of staff moving on to other employment opportunities. For the next academic year, the preschool plans to continue with partial recruitment to only fill some of these roles, thereby reducing expenditure to match income. The charity continues to maintain a significant sum of reserves with which it can weather the small losses achieved in this and the previous financial year.

**Reserves policy**

The Trustees would like to continue to hold 3 months reserve in order to cover a term's expenses, as it is preferable to give parents a term's notice to find alternative preschool education for their child. This has been calculated as approximately £18,200 based on this year's costs.

At 31<sup>st</sup> July 2022 the CIO held reserves of £67,758 in the Unrestricted Fund.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

Christchurch Preschool is a registered Charitable Incorporated Organisation (CIO). The activities are governed by a CIO Constitution registered 4 January 2018, as amended 1 August 2018.

Trustees are elected at the Annual General Meeting of the charity to serve for a period of two years from the date of their election. They are eligible for re-election after that period.

**REFERENCE AND ADMINISTRATIVE DETAILS****Registered (Company) number**

CE012836 (England and Wales)

**Registered Charity number**

1176528

**Address**

Christchurch Preschool  
Ireton Road  
Colchester  
CO3 3NL

**Trustees**

Mrs Claudia Cronshaw	
Mrs Sophie Ferguson	- resigned 14 December 2021
Mrs Wendy Bennison	- resigned 14 December 2021
Mrs Rachel Frost	
Thomas Ward	- resigned 1 September 2022
Mrs Kelly Turner	
Emily Shore	- appointed 1 December 2021
Mrs Chloe Ward	- resigned 1 September 2022
Sophie Bacon	- appointed 1 March 2022
James Bacon	- appointed 1 September 2022
Ms Rosie Sammons	- appointed 1 September 2022

**Contact**

Mrs Paula Coleman – Principal  
357 Straight Road  
Colchester  
CO3 9EE

Report of the trustees approved by order of the board of trustees on 27th February 2023 and signed on the board's behalf by:

Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
CHRISTCHURCH PRESCHOOL**

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**Independent examiner's report to the Trustees of Christchurch Preschool ('the Charitable Incorporated Organisation')**

I report to the trustees on my examination of the accounts of the Charitable Incorporated Organisation for the year ended 31 July 2022

**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 Trustee'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. 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 130 of the Act; or
- (2) the accounts do not accord with those records.

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.

Jacqueline Frost  
ACA  
Baker Chapman & Bussey  
Chartered Accountants  
3 North Hill  
Colchester  
Essex  
CO1 1DZ

4 April 2023

CHRISTCHURCH PRESCHOOL

RECEIPTS AND PAYMENTS ACCOUNT  
FOR THE YEAR ENDED 31 JULY 2022

	Unrestricted fund £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>Receipts</b>				
Donations and Commission	89	-	89	909
Government grants	1,553	-	1,553	931
Fundraising Events	2,802	-	2,802	526
Fees for Charitable Services	67,261	-	67,261	60,493
Refreshments and Milk	1,299	-	1,299	92
Miscellaneous	166	-	166	-
<b>Total Receipts</b>	<b>73,170</b>	<b>-</b>	<b>73,170</b>	<b>62,951</b>
<b>Payments</b>				
Cost of Fundraising Events	635	-	635	65
Salaries and National Insurance	59,131	-	59,131	54,144
Pension Contributions	807	-	807	737
Rent	7,704	-	7,704	7,704
Office Expenses	485	-	485	293
Insurance	461	-	461	407
Cost of Refreshments and Milk	1,337	-	1,337	1,167
Toys and Equipment	148	-	148	264
Staff Training	304	-	304	159
Registration Fees and Subscriptions	150	-	150	322
Sanitary / PPE	-	-	-	147
Cleaning and Maintenance	71	-	71	486
Accountant's fees	1,320	-	1,320	1,104
Miscellaneous	244	-	244	120
<b>Sub-total</b>	<b>72,797</b>	<b>-</b>	<b>72,797</b>	<b>67,119</b>
<b>Payment for Asset and Investment Purchases</b>				
Purchase of Fixed Assets	1,098	-	1,098	-
<b>Total Payments</b>	<b>73,895</b>	<b>-</b>	<b>73,895</b>	<b>67,119</b>
<b>Net Receipts / (Payments)</b>	<b>(725)</b>	<b>-</b>	<b>(725)</b>	<b>(4,168)</b>
<b>Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>	<b>(725)</b>	<b>-</b>	<b>(725)</b>	<b>(4,168)</b>
<b>Cash Funds Brought Forward</b>	<b>68,483</b>	<b>-</b>	<b>68,843</b>	<b>72,651</b>
<b>Cash Funds Carried Forward</b>	<b>67,758</b>	<b>-</b>	<b>67,758</b>	<b>68,483</b>

CHRISTCHURCH PRESCHOOL

STATEMENT OF ASSETS AND LIABILITIES  
AT 31 JULY 2022

	Unrestricted fund £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>Cash Funds</b>				
Bank Accounts	67,635	-	67,635	68,460
Petty Cash	123	-	123	23
<b>Total Cash Funds</b>	<b>67,758</b>	<b>-</b>	<b>67,758</b>	<b>68,483</b>
<b>Other monetary assets</b>				
Milk claim	84	-	84	328
Fees due	-	-	-	241
<b>Total Other monetary assets</b>	<b>84</b>	<b>-</b>	<b>84</b>	<b>569</b>
<b>Assets retained for the Charities own use</b>				
Computer Equipment	1,451	-	1,451	353
Projector	80	-	80	80
<b>Total Assets</b>	<b>1,531</b>	<b>-</b>	<b>1,531</b>	<b>433</b>
<b>Liabilities</b>				
Pension contributions	87	-	87	53
Milk creditor	92	-	92	49
Paye/NI creditor	-	-	-	262
DBS checks	312	-	312	-
<b>Total Liabilities</b>	<b>491</b>	<b>-</b>	<b>491</b>	<b>364</b>

Approved by the Board of Trustees on 28<sup>th</sup> February 2023 and signed on its behalf by:

Mrs Claudia Cronshaw  
Trustee

Mrs Sophie Bacon  
Trustee

**1. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 July 2022 or 31 July 2021.

**Trustees' expenses**

Two (2021: Nil) trustees received reimbursement for expenses totalling £414 (2021: £nil), which were incurred on behalf of the Charitable Incorporated Organisation.