

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 2025  
FOR  
CHRISTCHURCH PRESCHOOL

TC Group  
11 De Grey Square  
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Essex  
CO4 5YQ

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## CHRISTCHURCH PRESCHOOL

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2025

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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 2025. 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 children aged three to four years old.

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 9 sessions per week. Morning sessions run from 9.00 am – 12.00 pm and full day sessions run from 9.00 am – 3.45 pm.

##### 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

Christchurch Preschool started the academic year on a significantly more stable footing than recently seen. The Preschool Manager has been in post for 18 months and the Chair of Trustees in post for 2 academic years. Our intake in September shows a strong trend, increasing year-on-year, with many parents choosing to take the opportunity of full day education for their children, several opting to send their children to all 9 sessions per week that the preschool offers. The staff worked hard to settle in the new students and to implement changes into the preschool day. The preschool also introduced longer opening hours on Tuesdays this term (previously only a half day).

The trustees and staff continued their development of marketing for the preschool, using social media, our website and local resources to promote the preschool.

By January, several of our sessions were running at capacity, with maximum of 28 (still within Ofsted space requirements). We have staffed the sessions well to ensure the children are getting the best outcomes from the preschool. We meet the requirements for ratio with children and in most sessions have at least one additional member of staff.

This year we continue our project with the church to fundraise to refurbish both of preschool rooms, this follows a significant building project to the rest of the church. We applied for grants from both the National Lottery Community Fund (which we received in full) and for the Tudwick Foundation, which we also received but the money will be received next financial year. Our fundraising events continue to be important for the pre-school, they raise vital funds for the refurbishment but also help promote the preschool to ensure our number of children on role remain high. Thanks to our work with the church, the smaller room is being refurbished in August 2025 and the main room (which is a significantly larger project) in August 2026.

In May, we welcomed a local author, Kes Gray, into the preschool to run a session for the children. The number of children on role increased to capacity this term.

Staff have been working incredibly hard to implement a new vision and educational curriculum for the setting this year, as well as supporting a significantly higher number of students on role than in recent years. We have a large number of children leaving us this July to start school, however, due to our continued marketing, the roll for September 2025 and beyond is looking good. Our preschool manager stepped down from post at the end of this academic year and we welcome a new manager, Rachel Hawes (current deputy manager) in September 2025.

In June 2025 our treasurer stepped away from her role as trustee. This role is currently being filled by our Chair of Trustees. We are currently working on strategies to recruit more trustees.

This financial year saw a substantial increase in income from children on roll and our fundraising efforts continued. The Trustees and Preschool staff collectively managed to raise £2,870 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.

## **FINANCIAL REVIEW**

### **Financial position**

During this period, the preschool received **£160,341** in income enabling the Charity to carry out its objectives of providing effective preschool education to children in the local community. Receipts have exceeded payments creating a surplus for the year of **£35,790**.

The number of children attending preschool has steadily risen since the beginning of the academic year. The Trustees have agreed a staffing budget that relies on a significant increase in the number of children attending the setting. Close monitoring of the children on roll will be required to ensure that the charity is in a position to meet its financial obligations.

### **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 **£30,000** based on this year's costs.

At 31<sup>st</sup> July 2025 the CIO held reserves of **£84,374** 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**

Sophie Bacon	
James Bacon	- resigned November 2024
Rosie Sammons	- resigned September 2024
Charlotte Runicles	- resigned September 2024
Joanna Tollworthy	- appointed June 2024
Emily Ann Roerig Scrivener	- appointed January 2024
Elsbeth Hammond	- appointed January 2024
Elizabeth Mayell	- appointed September 2024
Caterina Sinibaldi	- appointed October 2025

Report of the trustees approved by order of the board of trustees on 20<sup>th</sup> April 2026 and signed on the board's behalf by:

**SOPHIE BACON**  
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 2025

**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  
TC Group  
11 De Grey Square  
Dr Grey Road  
Colchester  
Essex  
CO4 5YQ

27th April 2026

CHRISTCHURCH PRESCHOOL

RECEIPTS AND PAYMENTS ACCOUNT  
FOR THE YEAR ENDED 31 JULY 2025

	Unrestricted fund £	Restricted funds £	2025 Total funds £	2024 Total funds £
<b>Receipts</b>				
Donations and Commission	72	-	72	613
Grants	-	19,361	19,361	-
Fundraising Events	2,870	-	2,870	2,723
Fees for Charitable Services	135,318	-	135,318	106,647
Refreshments and Milk	2,600	-	2,600	1,614
Bank Interest	291	-	291	234
Miscellaneous	120	-	120	620
<b>Total Receipts</b>	<b>141,271</b>	<b>19,361</b>	<b>160,632</b>	<b>112,451</b>
<b>Payments</b>				
Cost of Fundraising Events	1,141	-	1,141	1,501
Salaries and National Insurance	102,935	-	102,935	83,132
Pension Contributions	3,737	-	3,737	2,990
Rent	10,165	-	10,165	9,002
Office Expenses	1,124	-	1,124	1,543
Insurance	537	-	537	550
Cost of Refreshments and Milk	685	-	685	680
Toys and Equipment	329	-	329	983
Staff Training	470	-	470	423
Registration Fees and Subscriptions	514	-	514	-
Uniforms	122	-	122	698
Cleaning and Maintenance	865	-	865	369
Accountant's fees	1,380	-	1,380	1,320
Miscellaneous	838	-	838	1,274
<b>Sub-total</b>	<b>124,842</b>	<b>-</b>	<b>124,842</b>	<b>104,465</b>
<b>Payment for Asset and Investment Purchases</b>				
Purchase of Fixed Assets	-	-	-	-
<b>Total Payments</b>	<b>124,842</b>	<b>-</b>	<b>124,842</b>	<b>104,465</b>
<b>Net Receipts / (Payments)</b>	<b>16,429</b>	<b>19,361</b>	<b>35,790</b>	<b>7,985</b>
<b>Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>	<b>16,429</b>	<b>19,361</b>	<b>35,790</b>	<b>7,985</b>
<b>Cash Funds Brought Forward</b>	<b>67,945</b>	<b>-</b>	<b>67,945</b>	<b>59,960</b>
<b>Cash Funds Carried Forward</b>	<b>84,374</b>	<b>19,361</b>	<b>103,735</b>	<b>67,945</b>

CHRISTCHURCH PRESCHOOL

STATEMENT OF ASSETS AND LIABILITIES  
AT 31 JULY 2025

	Unrestricted fund £	Restricted funds £	2025 Total funds £	2024 Total funds £
<b>Cash Funds</b>				
Bank Accounts	84,374	19,361	103,735	67,945
Petty Cash	-	-	-	-
<b>Total Cash Funds</b>	<u>84,374</u>	<u>19,361</u>	<u>103,735</u>	<u>97,945</u>
<b>Other monetary assets</b>				
Fees due	-	-	-	203
<b>Total Other monetary assets</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>203</u>
<b>Assets retained for the Charities own use</b>				
Computer Equipment	1,775	-	1,775	1,775
Projector	80	-	80	80
Credit card payment card reader	60	-	60	60
<b>Total Assets</b>	<u>1,915</u>	<u>-</u>	<u>1,915</u>	<u>1,915</u>
<b>Liabilities</b>				
Pension contributions	385	-	385	-
Milk creditor	-	-	-	-
Fees due	-	-	-	-
Paye/NI creditor	-	-	-	-
DBS checks	-	-	-	-
<b>Total Liabilities</b>	<u>385</u>	<u>-</u>	<u>385</u>	<u>-</u>

Approved by the Board of Trustees on 20<sup>th</sup> April 2026 and signed on its behalf by:

EMILY ANN ROERIG SCRIVENER  
Trustee

SOPHIE BACON  
Trustee

**1. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 July 2025 or 31 July 2024.

**Trustees' expenses**

No (2023: Two) trustees received reimbursement for expenses totalling £0 (2024: £0), which were incurred on behalf of the Charitable Incorporated Organisation

**2. RESTRICTED FUNDS**

In July 2025 the charity received a grant of £19,361 from The National Lottery Community Fund to refurbish the school.