

# ALEXANDRA HOUSE CHILDCARE CENTRE (PLYMOUTH) CIO

## TRUSTEES ANNUAL REPORT

CIO Registration number	1180310
Covering the Accounting Year	1 April 2024 to 31 March 2025
Address	20 Crownhill Fort Road Crownhill Plymouth PL6 5BX
Governing Document	CIO Foundation Constitution.
Objects	<p>To advance and enhance the development and education of children by:</p> <ul style="list-style-type: none"><li>i) providing high quality care and education for children primarily below statutory school age living in and around the area of the City of Plymouth including by the provision of appropriate play, education and care facilities, family learning and extended hours groups.</li><li>ii) working in partnership with parents, carers and families to help children learn and develop.</li><li>iii) promoting their care, safety and wellbeing.</li><li>iv) providing services to support them, their carers and families, in a manner that promotes equality and values diversity.</li><li>v) furthering the aims of the Pre-School Learning Alliance.</li></ul>
Trustees	<p>Mr A Older Mr A Jones Mrs V Bennett (from 6 November 2024) Mr T Sheaff (from 20 November 2024) Mrs C Lightburn (from 4 November 2024) Mr R Davey (until 31 December 2024) Miss H Bruty (until 30 August 2024)</p>
Appointment of Trustees	<p>The minimum number of trustees allowed by the governing document is three. However, there are currently four trustees. The trustees shall initially be invited, by the Chair to serve for a period of five years. They may be invited to serve for a further period of five years. The appointment shall be ratified at the next Annual General Meeting.</p>

Trustee Induction and Training	New trustees undergo an orientation day to brief them on their legal obligations under charity law, the trustee decision-making processes, the business plan and recent financial performance of the charity. During induction day they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.
Bankers	Not yet appointed
Independent Examiner	Peter Nicholls MBE MAAT 5 Nursery Road Havant Hants PO9 3BG

### **The Activities of the Charity**

The Ministry of Defence owns the freehold of the land on which the building stands. There is a lease between it and the unincorporated Alexandra House charity No 202922. The Ministry of Defence transferred the title deeds of the lease to the CIO on 15 December 2023. The conversion to CIO was still ongoing as the process had been delayed by the necessary OFSTED checks required after the significant changes to the Board of Trustees.

### **Financial Review**

The remaining value of the lease - £357,383 – was transferred to the CIO. The lease has 49 years to run. There were no other financial transactions.

### **Investment Selection Policy**

None held.

### **Reserves Policy**

None held.

### **Risk Assessment**

The Trustees actively review the major risks that the charity faces on a regular basis. In particular those relating to safety and security of staff and children and the financial status of the fund and are satisfied that systems are in place to mitigate any exposure to the major risks. Other risks centre on the change in numbers of children in the area and competition from other preschool facilities, some government funded, in the area. Low level welfare statistics are recorded and procedures are in place to record health and safety, safeguarding and risk factors.

### **Public Benefit Statement**

Alexandra House provides public benefit by advancement of the education of pre-school children. The Trustees confirm that they have paid due regard to the Charity Commission of England and Wales's guidance on public benefit in exercising their powers or duties.

### **Declaration**

I declare in my capacity of charity trustee, that

- the trustees have approved the report above; and
- have authorised me to sign it on their behalf.

*Signed on Original*

Andrew Jones  
Trustee

27 June 2025

## **Independent Examiner's Report to the Trustees of Alexandra House Childcare Centre (Plymouth) CIO. (No 1180310)**

I report on the accounts of the Charity for the year ended 31 March 2024, which are set out in pages 1 to 4.

### **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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- To follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and
- To state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the 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 you as trustee for 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 matter has come to my attention

- (1) Which gives me reasonable cause to believe that in any material respect the requirements
  - To keep accounting records in accordance with section 130 of the 2011 Act, and
  - To prepare accounts that accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

P A Nicholls MBE MAAT  
5 Nursery Road  
Havant  
Hants PO9 3BG

27 June 24

# ALEXANDRA HOUSE CHILDCARE CENTRE (PLYMOUTH) CIO

Number - 1180310

## BALANCE SHEET

31-Mar-25

					<u>31-Mar-24</u>
	Notes				
<i>Fixed Assets</i>					
Leasehold Interest	5 & 1	£ 350,089		£ 357,383	
Investment	5A	<u>£ -</u>	£ 350,089	<u>£ -</u>	£ 357,383
<i>Current Assets</i>					
Debtors	8	£ -		£ -	
Bank Account		<u>£ -</u>		<u>£ -</u>	
Total Current Assets		£ -		£ -	
<i>Less Liabilities</i>					
Creditors (within one year)	9	<u>£ -</u>		<u>£ -</u>	
Net Current Assets			£ -		£ -
<b>Total Assets</b>			<b><u>£ 350,089</u></b>		<b><u>£ 357,383</u></b>
 The Funds of the Charity					
Endowment Funds	5	£ 350,089		£ 357,383	
Unrestricted Funds		<u>£ -</u>		<u>£ -</u>	
		<b><u>£ 350,089</u></b>		<b><u>£ 357,383</u></b>	

Approved  
on behalf of all of the Trustees

*Signed on Original*

Andrew Jones  
Trustee  
27 June 2025

# ALEXANDRA HOUSE CHILDCARE CENTRE (PLYMOUTH) CIO

## STATEMENT OF FINANCIAL ACTIVITIES

For 12 months ended 31 March 2025

						<i>Previous Year</i>
<b>Income</b>	Notes	Unrestricted Funds	Endowment Fund	Totals		<i>Totals</i>
Donations		£ -	£ -	£ -	£ -	£ -
Charitable Activities		£ -	£ -	£ -	£ -	£ -
Other (Transfer of Building Lease)	1	£ -	£ -	£ -	£ 357,383	£ 357,383
Investment Income		£ -	£ -	£ -	£ -	£ -
<b>Total Income</b>	2	£ -	£ -	£ -	£ 357,383	£ 357,383
<b>Expenditure</b>						
Charitable Activities		£ -	£ -	£ -	£ -	£ -
Other Costs	5A	£ -	£ 7,294	£ 7,294	£ -	£ -
<b>Total Expenditure</b>		£ -	£ 7,294	£ 7,294	£ -	£ -
<b>Net Expenditure</b>	3	£ -	£ (7,294)	£ (7,294)	£ -	£ -
Gains (or Losses) on Investments		£ -	£ -	£ -	£ -	£ -
<b>Total Funds Brought Forward</b>		£ -	£ 357,383	£ 357,383	£ 357,383	£ 357,383
<b>Total Funds Carried Forward</b>		<u>£ -</u>	<u>£ 350,089</u>	<u>£ 350,089</u>	<u>£ 357,383</u>	<u>£ 357,383</u>

## Notes to the Accounts

### Note 1 - Accounting policies

The financial statements are prepared under the historic cost convention (as modified by the revaluation of fixed asset investments) and in accordance with applicable accounting standards: Charities Statement of Recommended Practice 2019 and the provisions of the Charities Acts. Significant policies adopted are:

Income:

- Donations are included in the Statement of Financial Activities (SOFA) when the fund becomes entitled to the donation or grant and it is reasonably certain that it will be received.
- Income from fund raising is reported gross in the SOFA
- Intangible income is not included in the accounts.
- The fund receives no unpaid volunteer help, other than work experience students. Staff members may occasionally work without pay when trialling new schemes.

Expenditure and Liabilities are recognised as soon as there is a legal or constructive obligation committing the fund to the expenditure.

Assets -Tangible assets are capitalised if they can be used for more than one year and cost at least £500. They are valued at cost or a reasonable value on receipt. The fund does not have a policy of revaluation. Depreciation is annual at 50% in the first year then 25% over the next two years. The building will be depreciated over the remainder of the lease (49 years).

**Unrestricted Funds****Note 2 - Income***Donations*

Grants

Donations

12 months to 31 Mar 2512 mths to 31 Mar 24£ -  
£ -

£ -

£ -  
£ -

£ -

*Charitable Activities*

Local Authority Funding

Parental Contributions

£ -  
£ -

£ -

£ -  
£ -

£ -

*Other Trading Activities*

Fundraising

Sundry Income

£ -  
£ -

£ -

£ -  
£ -

£ -

*Investment Income*

Dividends

Bank Interest

£ -  
£ -

£ -

£ -  
£ -

£ -

Total Income

£ -

£ -

**Note 3 - Expenditure***Charitable Activities*

Operating Costs

Governance Costs

Independent Examination fees

Support Costs

£ -

£ -

£ -

£ -

£ -

£ -

£ -

£ -

*Other Costs*

Leasehold Property

£ 7,294.00

£ -

Total Expenditure

£ 7,294.00

£ -

#### Note 5 - Tangible Fixed Assets - Permanent Endowment Fund

Transferred from Unincorporated Charity	£	357,383
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The permanent endowment fund represents the receipt of monies from the Nuffield Trust (£442,674) and specific donations from other sources.. This fund was established in 1999 and was for the singular purpose of relocating Alexandra House to purpose built premises. Depreciation has been charged on the property and it is to be written off over its remaining 48 years of its lease.

## Note 5A - Investments

None	£	-
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## Note 6 - Paid Employees

- a. The Charity had no paid employees

## Note 7 - Trustee and Other Related Parties

- a. No expenses or emoluments have been paid to the Trustees
- b. There were no amounts due to or from the Trustees

## Note 8 - Debtors and Prepayments

None

## Note 9 - Creditors and Accruals

None

## Note 10 - Declarations

- a. The Trustees have not changed the year end date and the length of this financial year.
- b. There were no operations and as none have started no operations were discontinued.
- c. The fund has no marketable intangible assets
- d. There were no interfund loans outstanding at the balance sheet date.
- e. None of the fund's functional assets have been revalued during the year and the fund does not have a policy of revaluation of these assets.
- f. The fund has no material fixed assets which have not been capitalised and included in the Balance Sheet.