



THE WOODLAND PRE-SCHOOL

*The Guide and Scout Centre, Coates Lane,
Downley, High Wycombe, Bucks, HP13 5UX
01494 521953 (8.30am – 12.30pm)*

Chair of Trustees Report to AGM 9th October 2025

Good evening. My name is Julia Rouse and I am the Chair of the Board of Trustees for the Woodland Pre-School. My involvement with Woodlands goes back a long way as my children came here and then I became the Early Years leader at Woodlands - a position I loved for the values Woodlands embodies and the reason I am still involved today!

Background to CIO

Woodlands officially registered as a Charitable Incorporated Organisation on 12th February 2019. Although it had operated as a registered charity for over 40 years, the change to CIO status gave the Woodland Pre-School its own legal identity and removed the liability on the individual committee members. The tenure of the elected governing body gives the pre-school stability and continuity.

The role of the trustees

So, what do we do? Well, the trustees have the role of being "Guardians of Purpose" which means that we put the needs and best interests of Woodlands at the heart of our decisions. We have a duty to safeguard the charity's assets which include those that are physical, financial and intangible such as its reputation.

We meet half termly to discuss how the pre-school is working, whether the income covers our expenses, what action needs to be taken regarding the management of the setting and decisions are regularly taken as the rules and government guidelines change. New challenges present themselves which must be addressed and we do our best to carry out our duties conscientiously.

We are pleased to report that Woodlands is in a sound financial position. Last year the number of children attending was high. Woodlands is now welcoming 2-year-old children and this has meant some changes to the curriculum with increased staffing levels.

The Governing Body

The other trustees are:

Katy White - Katy has been the Early Years Lead Practitioner since April 2019. She was a primary school teacher for many years and brought her wealth of knowledge to the position. Katy has two children who came to Woodlands several years ago.

Karen Pearson - Karen is the administrator at Woodlands. Karen's two children have both been pupils at Woodlands.

Sam Edwards-Price

Sam joined the Board of Trustees 2 years ago following her time spent on the fund-raising committee whilst her daughter and son were at Woodlands. She is a registered childminder and runs Monday Minis at the Community Centre. Sam has responsibility as our Safeguarding representative.

Greg Head

Greg joined the trustees last October whilst his granddaughter was at Woodlands. Greg was a Maths teacher for many years so is able to help with overseeing our finances.

I should like to thank all my fellow trustees for their time and involvement in the discussions and sometimes challenging situations we have had to deal with this year. We are a small team and have collectively supported the staff at Woodlands who work fantastically hard.



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Trustee positions

We are looking forward to welcoming a current parent, Jess Russell, to the board of trustees in the very near future. Jess is a primary school teacher with a lot of relevant qualifications and experience which we are sure will be very useful to Woodlands.

If anyone else is interested in becoming a trustee and would like to know more about the role, please speak to one of the trustees after the meeting or contact us via the Woodland's email address. You may have a talent that will help us to ensure Woodlands continues to operate on a sound footing!

Ofsted

Woodlands was inspected in March 2022 and received a "Good" judgement in all areas. We were well prepared for the inspection and the Inspector was pleased with our setting, the children's behaviour, willingness to learn and their confidence. It takes a minor miracle to achieve an outstanding grade, and we were all very happy to receive a Good judgement.

The Fund-raising Committee

We need to continue to raise funds to support the pre-school particularly when equipment needs replacing or new resources are requested by the staff. As trustees, we appreciate the work that a fund-raising committee does and hope that we can encourage the current cohort of families to offer their time to help organise events such as the Christmas Fair. I would also point out that it can be great fun and an excellent way to get to know other families!

The Staff

Our staff greet each day and child with enthusiasm, ready to help every individual enjoy their time with us. The children's happiness and development are at the fore front of their learning as they tackle new activities "with love & laughter".

The trustees are proud of Katy, Karen, Natalie, Bea, Farzana, Lisa, Shayle, Gemma, Sarah, Emily, Lydia and Maryte who work so brilliantly together and who adapt to evolving scenarios with fortitude, commitment and resilience. We know that much time is spent planning the curriculum, devising stimulating and fun activities for the children and training to keep their skills up to date and relevant. A big part of Woodlands is the community ethos, and our staff are constantly in touch with families to ensure that Woodlands is warm, welcoming and inclusive.

Knowing how caring, enthusiastic, resourceful and dedicated the staff at Woodlands are, we are hopeful that the children will remember their time here with happy memories and a lifelong love of learning!

On behalf of the trustees, parents and children - the biggest thanks must go to Katy & Karen for their commitment, energy and amazing patience. It is because of their unstinting love for the children and their well-being that Woodlands continues to thrive. As trustees we are privileged to work with such amazing people and we are rightly proud to be part of the Woodlands community.

The Woodland Pre-School
For the year ended 31 August 2025
Profit and Loss

INCOME

Incoming Resources from Charitable Activities

Bucks County Council Funding	
Parent Fees	
Milk Refunds	
Bank Interest	
Donations	
Gift Aid	
Uniform Sales	
Commission	
Committee	
Registration fees	
Grants	
Other	
	Subtotal

Incoming Resources from Fundraising

Fundraising activities

Total Incoming Resources

EXPENDITURE

Resources expended for charitable activities

Salaries	
PAYE & NI & pensions	
Rent	
Equipment	
Milk	
Subscriptions and Licences	
Insurance	
Printing and Stationery	
Postage	
Training	
Bank Charges	
Other	
DBS Checks	
Legal & Professional Charges	
Gifts/cards	
Consumables	
Snacks	
Broadband Connection/telephone	
Uniform	
To committee Account	
Website	
Advertising	
Extra curricular activities	

Resources Expended on Fundraising Activities

Misc	
Christmas fair	
Quiz night	

Total resources expended

Profit/Loss

Profit/Loss from fundraising

Profit/Loss excluding fundraising

Fundraising report 2024-25

Funds raised from:	Income	Expenditure	Profit/Loss
Christmas Fair	£1,013.17	£204.35	808.82
Quiz night	£494.30	£56.00	£438.30
Downley day	£370.00	£0	£370.00
Sponsored Bounce	£1,265.70	£0	£1,265.70
Wycombe Lotto	£148.00	£0	£148.00
Your School Lottery	£219.60	£0	£219.60
Interest	£115.84	£0	£115.84
Misc (parent donation)	£150.00	£529.30	-£379.30
			£2,986.96

£160.35 for christmas fair expenses from 2023 transferred in 2024

£150.30 for card payments transferred in september 2025

playground repairs

Registered Charity Number: 1181991

THE WOODLAND PRE-SCHOOL (DOWNLEY) CIO
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2025

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Woodland Pre-School (Downley) CIO

Report to the Trustees

For the Year Ended 31 August 2025

The Trustees present their annual report together with the financial statements of the Charity for the 31-Sept-2024 to 31-Aug-2025.

Objectives and Activities

The objectives of the charity as per its governing document are:

The charity works for the public benefit having as its objects the development and education of children and young people in particular by:

- (1) promoting their care and safety;
- (2) promoting their education and promoting parental involvement;
- (3) promoting their health and wellbeing;
- (4) providing services to support them and their families and carers;
- (5) providing services to individuals holding membership of the CIO; and
- (6) furthering the aims of the Pre-school Learning Alliance

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

Activities Undertaken achieve objectives

Our aim is to ensure that when children leave us to go to school, they are happy, confident, sociable individuals, eager to continue the learning process. This is achieved through a variety of activities focused around the areas of the Early Years Foundation Stage

Main activities undertaken to further the charity's purposes for the public benefit

The charity operates a preschool whose purpose is to advance education and promote the welfare and development of young children for the public benefit. The preschool provides high-quality early years education in a safe, inclusive, and nurturing environment, helping children to develop socially, emotionally, physically, and intellectually during their crucial early years.

Achievements and performance

During the year, the charity continued to provide high-quality early years education in a safe, inclusive, and supportive environment. The preschool helped children develop key social, emotional, physical, and early learning skills, improving confidence and readiness for primary school.

The charity supported children from a range of backgrounds, including those accessing funded childcare and children with additional needs. Early identification and support helped improve individual outcomes and ensured children were able to participate fully in preschool activities.

The preschool also benefited families by providing affordable childcare, enabling parents and carers to work, train, or seek employment, and by offering guidance to support children's learning and wellbeing at home.

Financial Review

At the end of the year 2024-25 The Woodland Preschool made a profit of £6.7k .

Going Concern

The Woodland Preschool is a going concern as we have children on our waiting list for upcoming terms and we are one of only a few providers offering term time only provision.

Reserves Policy

We have reserves to cover redundancy for any eligible staff plus 3 months operating costs.

Structure, governance and management

Constitution

The charity is a Charitable Incorporate Organisation, constituted under the CIO Association model registered with the Charity Commission on 12th February 2019 with charity number 1181991.

Methods of appointment or election of Trustees

Potential trustees are asked to complete an application form and provide two references which are taken up prior to the decision to appoint them to the board of trustees. The decision is made by the current board of trustees.

Reference and Administrative Details

Registered Charity Number

1181991

Principle Address

The Woodland Pre-School
Coates Lane
Downley
High Wycombe
HP13 5UX

Trustees

Gregory Head (appointed 31 December 2024)
Samantha Edwards Price
Kathy White
Karen Pearson
Julia Rouse (Chair)
Angela Goodman (terminated 31 December 2024)

Bankers

Metro Bank PLC
One Southampton Row
London
WC1B 5HA

Independent Examiner

Bianca Permal FCA
DUX Advisory Limited
Chartered Accountants
Kennel Club House
Gatehouse Way
Aylesbury
Buckinghamshire
HP19 8DB

Approved by order of the board of trustees on
by:



C6160000-C82F-2EC7-2AC2-08DEA517EFA6

27/05/2026

and signed on its behalf

C6160000-C82F-2EC7-2AD6-08DEA517EFA6

Independent Examiner's Report to the Trustees of The Woodland Pre-School (Downley) CIO

I report to the trustees on my examination of the accounts of The Woodland Pre-School (Downley) CIO (the CIO) for the year ended 31 August 2025.

Responsibilities and Basis of Report

As the trustees of the CIO 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 account carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent Examiner's Statement

I have completed my examination. I can 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 CIO as required by Section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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 in order to enable a proper understanding of the accounts to be reached.

Bianca Permal

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Bianca Permal FCA

DUX Advisory Limited
Kennel Club House
Gatehouse Way
Aylesbury
Buckinghamshire
HP19 8DB

29/05/2026

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CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name	No (if any)
The Woodland Pre-School (DOWNLEY) CIO	1181991

CC16a


Receipts and payments accounts

For the period from	01/09/2024	To	31/08/2025
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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 £
A1 Receipts					
Donations and legacies	9,528	-	-	9,528	925
Charitable activities	162,522	-	-	162,522	147,398
Other trading activities	-	-	-	-	-
Investments	266	-	-	266	314
Separate material item of income	3,777	-	-	3,777	4,892
Others	214	-	-	214	-
Sub total (Gross income for AR)	176,306	-	-	176,306	153,529
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	176,306	-	-	176,306	153,529
A3 Payments					
Raising funds	£8,122	-	-	8,122	741
Charitable activities	£161,396	-	-	161,396	137,913
Separate material item of expense	-	-	-	-	-
Other	-	-	-	-	-
Sub total	£169,517	-	-	169,517	138,654
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	169,517	-	-	169,517	138,654
Net of receipts/(payments)	6,789	-	-	6,789	14,875
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	113,255	-	-	113,255	98,380
Cash funds this year end	120,044	-	-	120,044	113,255

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 £
B1 Cash funds	Cash at Bank	120,044	-	-
		-	-	-
	Total cash funds	120,044	-	-
	(agree balances with receipts and payments account(s))			
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets				
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use				
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities				
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Julia Rouse	27/05/2026	