

# WHITCHURCH ON THAMES PRE-SCHOOL

England & Wales · Charity number 1183193

## Details

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**Other names** WHITCHURCH-ON-THAMES PRE-SCHOOL

**Status** Registered

**Legal form** CIO

**Registered** 2019-04-30

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Eastfield Lane  
Whitchurch-on-Thames  
Oxfordshire  
RG8 7EJ

**Phone** 01189844516

**Email** [hello@whitchurchpreschool.org](mailto:hello@whitchurchpreschool.org)

**Website** <https://www.whitchurchpreschool.org/>

## Activities

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**Objects:** THE DEVELOPMENT AND EDUCATION OF CHILDREN AND YOUNG PEOPLE IN PARTICULAR BY:PROMOTING THEIR CARE AND SAFETY;PROMOTING THEIR EDUCATION AND PROMOTING PARENTAL INVOLVEMENT;PROMOTING THEIR HEALTH AND WELLBEING;PROVIDING SERVICES TO SUPPORT THEM AND THEIR FAMILIES AND CARERS;PROVIDING SERVICES TO INDIVIDUALS HOLDING MEMBERSHIP OF THE CIO; ANDFURTHERING THE AIMS OF THE PRE-SCHOOL LEARNING ALLIANCE.

**Activities:** We are a volunteer-managed provider of Early Years Childcare and Education to children in and around Whitchurch-on-Thames, South Oxfordshire. Our children are aged 2.5 to 4 years old.

## Classification

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- **How:** Makes Grants To Individuals
- **What:** Education/training
- **Who:** Children/young People

## Geography

- Oxfordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£234,099	£303,082	-	-
2024-03-31	£91,072	£109,495	-	-
2023-03-31	£138,464	£121,632	-	-
2022-03-31	£128,729	£104,375	-	-
2021-03-31	£98,551	£84,981	-	-

## Trustees

Name	Role	Appointed
EMMA GAMMIN		2022-06-22
Rebecca Bell		2024-03-27
Robert Keith Dix		2025-06-20
Rowland John Light		2025-06-20
Tim Suiter		2023-09-27

**WHITCHURCH ON THAMES PRE-SCHOOL**

England & Wales - Charity number 1183193

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# Accounts

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Section A

Independent Examiner's Report

Report to the trustees

Charity Name  
Whitchurch on Thames Pre School

On accounts for the year ended

31<sup>st</sup> March 2025  
Charity no (if any)

Set out on pages

1-4 Attached

I report to the trustees on my examination of the accounts of the above charity ("the Trust")

Responsibilities and basis of report

As the charity's trustees, 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 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 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 which gives me cause to believe that in, any material respect:

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

\* Please delete the words in the brackets if they do not apply.

Signed:

Date: 29/7/2025

Name: Robert H C Plumb

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

B Comm CA (SA) FRICS

Address:

Uplands Cottage  
Whitchurch  
RG8 7HH

# Treasurer's Summary

## Whitchurch-on-Thames Pre-School For the year ended 31 March 2025 Cash Basis

### Summary of 2024/2025 Performance

#### Business Income and Expenditure

Due to significant capital spending on constructing a new building, the charity ran at a deficit of almost £69K this financial year. The additional fundraising and spending related to the building project make it more difficult to compare this year with previous years.

However, if we exclude building-related expenditure and associated fundraising—and assume a similar level of fundraising to previous years—we would be showing a surplus of between £10K and £15K. This is a marked improvement on the losses of the last financial year.

This surplus in operating income and expenditure is chiefly due to:

- Savings made on staff costs during the year
- Higher income from funded spaces
- Better management of savings, leading to more interest being accrued

#### Building Project & Reserves

We have paid for approximately 94% of the construction costs of the new building. We are currently in discussion with the contractor regarding the completion payment, which was originally expected to be around £8K, with a further £5K due after the 12-month defect period has elapsed.

Our current reserves stand at approximately £61K, of which we estimate that £20K–£25K could be allocated to the outside space and storage.

#### Looking Ahead

We will need to monitor the charity's finances carefully in the new financial year. With increases in the minimum wage and other changes, we can expect our staffing bill to rise by at least 15%, or approximately £10K in the next financial year.

# Receipts and Payments

## Whitchurch-on-Thames Pre-School For the year ended 31 March 2025

	2025	2024
<b>Operating Income</b>		
<b>Business Income</b>		
Fees and lunch club	32,049	32,813
Grants	75,450	53,176
Registration	137	-
Bank interest	3,982	1,293
<b>Total Business Income</b>	<b>111,619</b>	<b>87,282</b>
<b>Other Income</b>		
School Lunch Fees	3,191	-
Children's Uniform (207)	25	-
Other Income	-	93
<b>Total Other Income</b>	<b>3,216</b>	<b>93</b>
<b>Total Operating Income</b>	<b>114,834</b>	<b>87,375</b>
<b>Operating Expenditure</b>		
<b>Employment</b>		
Staff Wages	69,205	71,373
HMRC	5,635	5,156
Training	645	485
Fees inc Agency & Recruitment	1,118	1,076
Staff Uniforms	80	-
<b>Total Employment</b>	<b>76,683</b>	<b>78,090</b>
<b>Operating Costs</b>		
Stationery and Printing	237	787
Educational costs	4,514	1,821
Food and drink	247	124
Hygiene and Sanitation	673	1,155
Insurance	891	2,076
Advertising	17	150
Memberships and Registrations	2,320	2,167
School Lunches	3,402	2,897
<b>Total Operating Costs</b>	<b>12,300</b>	<b>11,177</b>
<b>Utilities</b>		
Electricity	636	933
Gas	413	588
Telephone & Internet	701	906
<b>Total Utilities</b>	<b>1,749</b>	<b>2,427</b>
<b>Property</b>		
Building Project	206,409	-

	2025	2024
Cleaning	1,080	855
Repairs and maintenance	1,459	12,892
Fire and security	423	778
Outdoor Equipment	759	463
Allotment	290	432
<b>Total Property</b>	<b>210,420</b>	<b>15,420</b>
<b>Other expenses</b>		
Children's Uniform (320)	228	-
Gifts	322	640
Miscellaneous	132	392
Occasions/ Entertainment	266	561
Outdoor Learning	84	147
<b>Total Other expenses</b>	<b>1,032</b>	<b>1,739</b>
<b>Total Operating Expenditure</b>	<b>302,185</b>	<b>108,854</b>
<b>Operating Surplus/ (Deficit)</b>	<b>(187,350)</b>	<b>(21,478)</b>
<b>Fundraising</b>		
Fundraising & Donations	119,265	3,696
Cost of Fundraising	(534)	(158)
Fundraising Purchases	(364)	(482)
<b>Fundraising Surplus/ Deficit</b>	<b>118,367</b>	<b>3,056</b>
<b>Combined Surplus/ (Deficit)</b>	<b>(68,983)</b>	<b>(18,423)</b>

# Statement of Financial Position

## Whitchurch-on-Thames Pre-School

Asat 31 March 2025

31 MAR2025

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### Current Assets

#### Cashat bank and in hand

CAF Cash Account	2,344
CAF Gold Account	57,453
Equals Money - GBP	230
<b>Total Cashat bank and in hand</b>	<b>60,027</b>

Accounts Receivable	2,687
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<b>Total Current Assets</b>	<b>62,714</b>
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### Creditors: amounts falling due within one year

Accounts Payable	1,479
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<b>Total Creditors: amounts falling due within one year</b>	<b>1,479</b>
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<b>Net Current Assets(Liabilities)</b>	<b>61,235</b>
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<b>Total Assets less Current Liabilities</b>	<b>61,235</b>
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<b>Net Assets</b>	<b>61,235</b>
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### Capital and Reserves

Current Year Earnings	(67,341)
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Surplus/ Deficit	128,576
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<b>Total Capital and Reserves</b>	<b>61,235</b>
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## Trustees' Annual Report for the period

From **1st April 2024 to 31<sup>st</sup> March 2025**

**Charity name: Whitchurch on Thames Pre-School**

**Charity registration number: 1183193**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	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.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>In addition to the main activity of providing a safe, caring and nurturing learning environment for our children, the main activities relate to our ongoing plans to renovate and improve the setting.</p> <p>In April 2024 when carrying out routine roofing maintenance we discovered the roof was in a very poor state of repair and a potential health and safety risk. Taking the advice of structural engineer, we made the building safe for use but concluded it was at the end of its life and we needed to come up with an urgent plan to replace the building.</p> <p>Over the next six months we:</p> <ul style="list-style-type: none"><li>• Selected a contractor for the building rebuilt</li><li>• Obtained planning permission and the agreement of our landlord Oxfordshire County Council</li><li>• Negotiated alternative premises to house the childcare provision in the neighbouring primary school</li><li>• Fundraised just under £120,000 through fundraising activities, donations and charitable and public</li></ul>

		<p>grant scheme.</p> <p>Building work commenced at the end of October the new building was completed in mid-December 2024.</p> <p>The new building is an asset to our local community and a benefit to the wider community and families of all backgrounds to access the preschool for years to come.</p> <p>The committee's and trustees' achievement has been recognised with a local community award.</p> <p>The Whitchurch Award was given "recognising the remarkable achievement of the parents, committee and trustees at the Whitchurch Pre-School in designing, constructing and fitting out a brand-new school building in a remarkably short time".</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In working towards our charitable purposes and in carrying out the activities outlined above the trustees have had due to the Charity Commissions guidance on public benefit.

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The preschool celebrated it's 30-year anniversary in 2023 and continues to serve the local community and beyond. We have had children attend from local villages and many preferring our setting to those that may be closer to them.</p> <p>With the building of a new classroom facility this year we have a permanent, sustainable setting in which to continue our work. The new building is a modern energy efficient construction with an air sourced heat pump providing underfloor heating and hot water. We are now well placed to continue to provide local children with a safe, nurturing and welcoming place in which they can learn and develop.</p> <p>We have made use of the team's forest school accreditation to utilise the preschool's allotment and take the children for regular visits which they have enjoyed immersing themselves in a wide range of activities, enjoying the natural world around them.</p>

		The preschool continues to work closely with other local providers, such as the school, art café and church to fundraise and embed itself within the local community. The building project and save our preschool campaign brought in help from local builders, surveyors, engineers, architects and ecologists.
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## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>(please can you provide a statement on this summarising the past year to date)</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	It is our policy to hold reserves to cover normal operating costs for 3 months. Other reserves are currently held to finish off the project to replace the building and improve the playground space.
Amount of reserves held	Para 1.22	<b>£61,235</b>
Reasons for holding zero reserves	Para 1.22	NA
Details of fund materially in deficit	Para 1.24	NA
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Increases in staffing costs and changes to government funding for childcare places, represent a risk to the preschools finances and risk the charities ability to whether any future demographic changes that result in fewer children attending the early years provision we provide.

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more	Para 1.25	Trustees are elected when a new committee is formed before the summer school holidays, for the coming academic year. Should a trustee step down, they are replaced. Our charity handbook includes a section on Trustee responsibilities and

trustees		Trustee declaration
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## Reference and Administrative details

Charity name	Whitchurch-on Thames Preschool
Other name the charity uses	N/A
Registered charity number	1183193
Charity's principal address	Eastfield Lane, Whitchurch on Thames Reading RG8 7EJ



**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	Emma Gammin			
2	Tim Suiter	Chair		
3	Rebecca Bell			
4				
5				
6				
7				
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**Declarations**

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Emma Gammin	Tim Suiter
Position (eg Secretary, Chair, etc)	Trustee	Chair

Date 26/9/25

**WHITCHURCH ON THAMES PRE-SCHOOL**

England & Wales - Charity number 1183193

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# Accounts

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## Trustees' Annual Report for the period

From **1st April 2023 to 31st March 2024**

Charity name: **Whitchurch on Thames Pre-School**

Charity registration number: **1183193**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	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.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Besides our primary focus on providing a safe, caring, and nurturing learning environment for our children, we are also dedicated to ongoing renovation and improvement efforts. Previous committees have recognized the need to enhance the existing building and have coordinated with surveyors and contractors to achieve this. This initiative has always been a top priority in fulfilling the preschool's aims and goals, and it is crucial for securing its future within the community.  We have had to change our plans this year due to a surveyor report but have acted on this accordingly and plan to seek fundraising and grants to improve the building as a whole. The committee and trustees have had guidance on this throughout. This in turn will go on to benefit the wider community and families of all backgrounds to access the preschool for years to come.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In working towards our charitable purposes and in carrying out the activities outlined above, the trustees have had due regard to the Charity Commissions guidance on public benefit.

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The preschool celebrated its 30-year anniversary in 2023 and continues to serve the local community and beyond. We have welcomed children from nearby villages, with many families preferring our setting over closer alternatives.</p> <p>Building on our team's forest school accreditation, we have utilized the preschool's allotment for regular visits. During these visits, the children have enjoyed a variety of activities, immersing themselves in the natural world around them.</p> <p>The preschool continues to work closely with other local providers, such as the school, art café and church to fundraise and embed itself within the local community.</p> <p>In addition the preschool has also gained it's Hygge status, which has worked well with our ethos of celebrating nature and bringing the outdoors inside. And we have a strong ethos and provision for supporting children with special educational needs through staff training and qualifications, ensuring that all children are welcome at the setting and will be supported on an individual basis.</p>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>This year has seen us make a significant loss of just under £19,000. Whilst efforts have been made to curb spending, the main reason for this loss is a drop in pupil numbers particularly in the Autumn term. Employment costs for the financial year were 89% of the total business income (fees and grants).</p> <p>Other factors contributing to the deficit were rising wage costs and general inflation and increased spending on planning for the future in the form of architects' fees.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves have been held to improve the setting. The current building needs renovation and these funds are going to be used to facilitate this in the next 3 years. The building costs are expected to be over £250,000.
Amount of reserves held	Para 1.22	<b>£129,009.72</b>
Reasons for holding zero reserves	Para 1.22	NA
Details of fund materially in	Para 1.24	NA

deficit		
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<p>This year has been different to previous years due to three main factors: low birth rate nationally which has affected the amount of children who have attended the preschool, increasing staff costs (with rises to national living wage) and also the current financial climate which has in turn effected the amount of money that parents have voluntarily donated as a 'top up' fee to current invoices. In previous years good pupil numbers and generous donations from parents have enabled the charity to operate with an annual surplus. Actions have been taken throughout the year to minimise costs, including changes to levels of staffing and economising in general spending.</p> <p>Projections for pupil numbers are encouraging for the coming academic year which we anticipate should increase our charitable income. However, a continued picture of wage and price inflation and changes to government funded child care along with the need to renovate /replace the preschool building mean there remains some uncertainty about the charities financial viability.</p>

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are elected when a new committee is formed before the summer school holidays, for the coming academic year. Should a trustee step down, they are replaced. Our charity handbook includes a section on Trustee responsibilities and Trustee declaration

## Reference and Administrative details

Charity name	Whitchurch-on Thames Preschool
Other name the charity uses	N/A
Registered charity number	1183193
Charity's principal address	Eastfield Lane, Whitchurch on Thames Reading RG8 7EJ

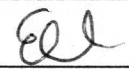

**Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Emma Gammin			
2	Tim Suiter			
3	Rebecca Bell			
4				
5				
6				
7				
8				
9				
10				
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**Declarations**

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

Signed on behalf of the charity's trustees

Signature(s)		<sup>see</sup> EMMA GAMMIN
Full name(s)	Emma Gammin	Tim Suiter 
Position (eg Secretary, Chair, etc)	Trustee	Chair

Date 16 JAN 2025



Section A

Independent Examiner's Report

Report to the trustees

Whitchurch on Thames Pre School

On accounts for the year ended

31 March 2024

Charity no (if any)

1183193

Set out on pages

1 to 3

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2024.

Responsibilities and basis of report

As the charity's trustees, 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 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 Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

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

\* Please delete the words in the brackets if they do not apply.

Signed:

[Signature]

Date:

5/11/2024

Name:

Robert H C Plumb

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

B Comm CA (SA) FRICS

Address:

Uplands Cottage

**Section B Disclosure**

Only complete if the examiner needs to highlight material 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.**

# Receipts and Payments

Whitchurch-on-Thames Pre-School

For the year ended 31 March 2024

Cash Basis

	2024	2023
<b>Operating Income</b>		
<b>Business Income</b>		
Fees and lunch club	32,812.89	60,378.65
Grants	53,176.02	74,367.17
Bank interest	1,293.20	136.06
<b>Total Business Income</b>	<b>87,282.11</b>	<b>134,881.88</b>
<b>Other Income</b>		
Children's Uniform (207)	-	(195.12)
Other Income	93.28	136.61
<b>Total Other Income</b>	<b>93.28</b>	<b>(58.51)</b>
<b>Total Operating Income</b>	<b>87,375.39</b>	<b>134,823.37</b>
<b>Operating Expenditure</b>		
<b>Employment</b>		
Staff Wages	71,373.06	79,714.60
HMRC	5,155.64	-
Training	484.55	1,399.82
Fees inc Agency & Recruitment	1,076.47	2,940.90
Staff Uniforms	-	120.84
<b>Total Employment</b>	<b>78,089.72</b>	<b>84,176.16</b>
<b>Operating Costs</b>		
Stationery and Printing	787.31	473.22
Educational costs	1,820.73	8,163.56
Food and drink	123.74	504.26
Hygiene and Sanitation	1,154.72	1,469.40
Insurance	2,076.25	2,035.12
Advertising	150.00	288.42
Memberships and Registrations	2,167.20	141.00
School Lunches	2,897.44	-
<b>Total Operating Costs</b>	<b>11,177.39</b>	<b>13,074.98</b>
<b>Utilities</b>		
Electricity	933.00	960.00
Gas	588.00	588.00
Telephone & Internet	906.13	935.02
Water	-	371.17
<b>Total Utilities</b>	<b>2,427.13</b>	<b>2,854.19</b>
<b>Property</b>		
Electrical testing	-	131.98

Receipts and Payments

	2024	2023
Cleaning	855.00	1,680.41
Gardening (inc. equipment)	-	292.21
Repairs and maintenance	12,892.14	11,670.03
Outdoor Equipment	462.99	972.80
Fire and security	778.13	369.08
Allotment	432.11	3,249.98
<b>Total Property</b>	<b>15,420.37</b>	<b>18,366.49</b>
<b>Other expenses</b>		
Gifts	639.94	775.63
Miscellaneous	391.98	324.74
Occasions / Entertainment	560.60	562.59
Outdoor Learning	146.75	-
<b>Total Other expenses</b>	<b>1,739.27</b>	<b>1,662.96</b>
<b>Total Operating Expenditure</b>	<b>108,853.88</b>	<b>120,134.78</b>
<b>Operating Surplus / (Deficit)</b>	<b>(21,478.49)</b>	<b>14,688.59</b>
<b>Fundraising</b>		
Fundraising & Donations	3,696.36	3,641.06
Cost of Fundraising	(158.40)	(250.55)
Fundraising Purchases	(482.44)	(1,056.71)
<b>Fundraising Surplus / Deficit</b>	<b>3,055.52</b>	<b>2,333.80</b>
<b>Combined Surplus / (Deficit)</b>	<b>(18,422.97)</b>	<b>17,022.39</b>

# Statement of Financial Position

Whitchurch-on-Thames Pre-School

As at 31 March 2024

Cash Basis

31 MAR 2024

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## Current Assets

### Cash at bank and in hand

CAF Cash Account	22,764.41
CAF Gold Account	55,715.72
Equals Card	22.83
Manchester Building Society	50,458.11
Soldo Card	48.65
<b>Total Cash at bank and in hand</b>	<b>129,009.72</b>

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<b>Total Current Assets</b>	<b>129,009.72</b>
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<b>Net Current Assets (Liabilities)</b>	<b>129,009.72</b>
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<b>Total Assets less Current Liabilities</b>	<b>129,009.72</b>
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<b>Net Assets</b>	<b>129,009.72</b>
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## Capital and Reserves

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Current Year Earnings	(18,422.97)
Surplus / Deficit	147,432.69
<b>Total Capital and Reserves</b>	<b>129,009.72</b>

**WHITCHURCH ON THAMES PRE-SCHOOL**

England & Wales - Charity number 1183193

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# Accounts

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Section A

Independent Examiner's Report

Report to the trustees

Whitchurch on Thames Pre School

On accounts for the year ended

31 March 2023

Charity no (if any)

Set out on pages

1 to 3

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and basis of report

As the charity's trustees, 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 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 Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

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

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

17/1/2024

Name:

Robert H C Plumb

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

B Comm CA (SA) FRICS

Address:

Uplands Cottage

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material 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.**

# Statement of Financial Position

Whitchurch-on-Thames Pre-School  
As at 31 March 2023

31 MAR 2023

<b>Current Assets</b>	
Cash at bank and in hand	
CAF Cash Account	77,455.29
CAF Gold Account	19,967.02
Equals Card	22.83
Manchester Building Society	49,903.02
<b>Total Cash at bank and in hand</b>	<b>147,348.16</b>
<b>Total Current Assets</b>	<b>147,348.16</b>
<b>Creditors: amounts falling due within one year</b>	
Soldo Card	105.67
<b>Total Creditors: amounts falling due within one year</b>	<b>105.67</b>
<b>Net Current Assets (Liabilities)</b>	<b>147,242.49</b>
<b>Total Assets less Current Liabilities</b>	<b>147,242.49</b>
<b>Net Assets</b>	<b>147,242.49</b>
<b>Capital and Reserves</b>	
Current Year Earnings	16,832.19
Surplus / Deficit	130,410.30
<b>Total Capital and Reserves</b>	<b>147,242.49</b>

# Receipts and Payments

Whitchurch-on-Thames Pre-School  
For the year ended 31 March 2023

	2023	2022
<b>Operating Income</b>		
<b>Business Income</b>		
Fees and lunch club	60,378.65	54,864.28
Grants	74,367.17	65,913.22
Registration	-	75.00
Bank interest	136.06	3.11
<b>Total Business Income</b>	<b>134,881.88</b>	<b>120,855.61</b>
<b>Other Income</b>		
Children's Uniform (207)	(195.12)	22.00
Other Income	136.61	190.13
<b>Total Other Income</b>	<b>(58.51)</b>	<b>212.13</b>
<b>Total Operating Income</b>	<b>134,823.37</b>	<b>121,067.74</b>
<b>Operating Expenditure</b>		
<b>Employment</b>		
Staff Wages	79,714.60	69,547.42
HMRC	-	4,013.08
Training	1,399.82	2,270.00
Fees inc Agency & Recruitment	2,940.90	977.49
Staff Uniforms	120.84	-
<b>Total Employment</b>	<b>84,176.16</b>	<b>76,807.99</b>
<b>Operating Costs</b>		
Stationery and Printing	473.22	347.97
Educational costs	8,193.76	7,659.83
Food and drink	504.26	502.92
Hygiene and Sanitation	1,469.40	1,704.25
Insurance	2,035.12	2,008.51
Advertising	288.42	158.40
Memberships and Registrations	141.00	2,119.58
Magazine Subscriptions	-	58.75
<b>Total Operating Costs</b>	<b>13,105.18</b>	<b>14,560.21</b>
<b>Utilities</b>		
Electricity	960.00	632.00
Gas	588.00	486.00
Telephone	935.02	591.05
Water	371.17	257.58
<b>Total Utilities</b>	<b>2,854.19</b>	<b>1,966.63</b>
<b>Property</b>		
Electrical testing	131.98	118.79

	2023	2022
Cleaning	1,680.41	2,353.59
Gardening (inc. equipment)	292.21	71.45
Repairs and maintenance	11,670.03	4,198.42
Fire and security	369.08	-
Outdoor Equipment	972.80	174.44
Allotment	3,249.98	-
<b>Total Property</b>	<b>18,366.49</b>	<b>6,916.69</b>
<b>Other expenses</b>		
Children's Uniform (320)	-	912.00
Gifts	775.63	592.79
Miscellaneous	324.74	1,436.99
Occasions / Entertainment	722.59	144.45
Outdoor Learning	-	299.25
<b>Total Other expenses</b>	<b>1,822.96</b>	<b>3,385.48</b>
<b>Total Operating Expenditure</b>	<b>120,324.98</b>	<b>103,637.00</b>
<b>Operating Surplus / (Deficit)</b>	<b>14,498.39</b>	<b>17,430.74</b>
<b>Fundraising</b>		
Fundraising & Donations	3,641.06	7,872.57
Cost of Fundraising	(250.55)	(61.00)
Fundraising Purchases	(1,056.71)	(647.26)
<b>Fundraising Surplus / Deficit</b>	<b>2,333.80</b>	<b>7,164.31</b>
<b>Combined Surplus / (Deficit)</b>	<b>16,832.19</b>	<b>24,595.05</b>

**WHITCHURCH ON THAMES PRE-SCHOOL**

England & Wales - Charity number 1183193

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# Accounts

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# Treasurer's Summary

## Whitchurch-on-Thames Pre-School For the year ended 31 March 2022 Cash Basis

### Summary of 2021/22 Performance

The year ended 31/03/2022 was a strong year for the pre-school, against a backdrop of rising costs and increasing staff wages.

Income, including grants, was £120,855 vs £83,226. This reflects greater occupancy rates at the school coupled with limited disruptions from COVID-19 lockdowns.

Staff costs were up 50%, at £76,070 vs £50,600 the year previous, but this reflects higher numbers of staff to reflect increased attendance, as well as the result of the pay rises awarded in the year. Staff costs will need to be closely monitored against income in 2022/23 to ensure we are maintaining a viable operation at the pre-school.

Overall our operating surplus was £17,400 vs £12,525 in FY2021. Coupled with a solid fundraising performance and limited spending from the fundraising pot, the overall surplus for the year was £24,565 vs £13,570 the year before.

From a cash perspective, the preschool continues to build reserves, which hopefully can be used to fund the refurbishment of the setting. Overall cash reserves are just over £130,000.

# Receipts and Payments

## Whitchurch-on-Thames Pre-School For the year ended 31 March 2022 Cash Basis

	2022	2021
<b>Operating Income</b>		
<b>Business Income</b>		
Fees and lunch club	54,864	24,326
Grants	65,913	58,329
Registration	75	320
Bank interest	3	251
<b>Total Business Income</b>	<b>120,856</b>	<b>83,227</b>
<b>Other Income</b>		
Children's Uniform (207)	22	162
Other Income	190	2,509
<b>Total Other Income</b>	<b>212</b>	<b>2,671</b>
<b>Total Operating Income</b>	<b>121,068</b>	<b>85,897</b>
<b>Operating Expenditure</b>		
<b>Employment</b>		
Staff Wages	69,535	45,635
HMRC	4,013	3,457
Training	1,580	914
Fees inc Agency & Recruitment	941	613
Staff Uniforms	-	32
<b>Total Employment</b>	<b>76,070</b>	<b>50,651</b>
<b>Operating Costs</b>		
Stationery and Printing	348	977
Educational costs	7,863	871
Food and drink	446	59
Hygiene and Sanitation	1,660	2,297
Insurance	2,009	1,991
Advertising	158	-
Memberships and Registrations	2,100	2,087
Magazine Subscriptions	59	-
<b>Total Operating Costs</b>	<b>14,642</b>	<b>8,281</b>
<b>Utilities</b>		
Electricity	632	615
Gas	486	463
Telephone	591	499
Water	258	-
<b>Total Utilities</b>	<b>1,967</b>	<b>1,577</b>
<b>Property</b>		

	2022	2021
Electrical testing	119	107
Electrical equipment (inc. IT)	-	266
Cleaning	2,354	1,754
Gardening (inc. equipment)	71	181
Repairs and maintenance	4,198	835
Outdoor Equipment	174	236
<b>Total Property</b>	<b>6,917</b>	<b>3,378</b>
<b>Other expenses</b>		
Children's Uniform (320)	912	-
Gifts	593	600
Miscellaneous	2,073	7,370
Occasions / Entertainment	144	-
Outdoor Learning	349	1,514
<b>Total Other expenses</b>	<b>4,072</b>	<b>9,484</b>
<b>Total Operating Expenditure</b>	<b>103,667</b>	<b>73,371</b>
<b>Operating Surplus / (Deficit)</b>	<b>17,401</b>	<b>12,526</b>
<b>Fundraising</b>		
Fundraising & Donations	7,873	12,654
Cost of Fundraising	(61)	(669)
Fundraising Purchases	(647)	(10,941)
<b>Fundraising Surplus / Deficit</b>	<b>7,164</b>	<b>1,044</b>
<b>Combined Surplus / (Deficit)</b>	<b>24,565</b>	<b>13,570</b>

# Statement of Financial Position

## Whitchurch-on-Thames Pre-School

As at 31 March 2022

### Cash Basis

	31 MAR 2022	31 MAR 2021
<b>Current Assets</b>		
<b>Cash at bank and in hand</b>		
CAF Cash Account	60,580	39,541
CAF Gold Account	19,831	16,173
Equals Card	23	198
Manchester Building Society	49,903	49,903
Soldo Card	44	-
<b>Total Cash at bank and in hand</b>	<b>130,380</b>	<b>105,815</b>
<b>Total Current Assets</b>	<b>130,380</b>	<b>105,815</b>
<b>Creditors: amounts falling due within one year</b>		
Rounding	-	-
<b>Total Creditors: amounts falling due within one year</b>	<b>-</b>	<b>-</b>
<b>Net Current Assets (Liabilities)</b>	<b>130,380</b>	<b>105,815</b>
<b>Total Assets less Current Liabilities</b>	<b>130,380</b>	<b>105,815</b>
<b>Net Assets</b>	<b>130,380</b>	<b>105,815</b>
<b>Capital and Reserves</b>		
Current Year Earnings	24,565	13,570
Surplus / Deficit	105,815	92,245
<b>Total Capital and Reserves</b>	<b>130,380</b>	<b>105,815</b>

# Treasurer's Summary

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	2022	2021
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<b>Fundraising Surplus / Deficit</b>	<b>7,164</b>	<b>1,044</b>
<b>Combined Surplus / (Deficit)</b>	<b>24,565</b>	<b>13,570</b>

# Statement of Financial Position

## Whitchurch-on-Thames Pre-School

As at 31 March 2022

### Cash Basis

	31 MAR 2022	31 MAR 2021
<b>Current Assets</b>		
<b>Cash at bank and in hand</b>		
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Rounding	-	-
<b>Total Creditors: amounts falling due within one year</b>	<b>-</b>	<b>-</b>
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<b>Capital and Reserves</b>		
Current Year Earnings	24,565	13,570
Surplus / Deficit	105,815	92,245
<b>Total Capital and Reserves</b>	<b>130,380</b>	<b>105,815</b>



Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name WHIT CHURCH PRESCHOOL

On accounts for the year ended

31st March 2022 Charity no (if any) 1027416

Set out on pages

1-4 (remember to include the page numbers of additional sheets)

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022

As the charity's trustees, 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 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 Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

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

\* Please delete the words in the brackets if they do not apply.

Signed: [Signature]

Date: 13/10/2022

Name: RHC PLUMB

Relevant professional qualification(s) or body

CA(SA) FRICB

**WHITCHURCH ON THAMES PRE-SCHOOL**

England & Wales - Charity number 1183193

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# Accounts

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**Agenda**  
**Whitchurch Pre-School Annual General Meeting – Via Zoom**  
**20<sup>th</sup> May 2021**

1. Welcome and Apologies – **MU**
  - NB - Meeting minutes from 6<sup>th</sup> May were approved by MU & JR via email on 12<sup>th</sup> May 2021
2. Chair AGM Report - **MU**
3. Treasurer AGM Report - **JS**
4. Fundraising AGM Report - **HD**
5. Comms AGM Report - **ES**
6. Nomination of New Committee Members - **MU**
  - Vice-Chair
  - Fundraising Lead
  - Communications Lead
  - Available Committee Roles
7. Next committee meeting –**Suggested Thursday 8<sup>th</sup> July 2021 - MD**
8. AOB



## Chairs Report – AGM

### **General**

Our Pre-School is a wonderful setting that helps our children grow and flourish in a secure, nurturing and stimulating environment. We pride ourselves on the quality of care and education that the children receive following the Early Years Foundation Stage (EYFS). This year in particular, our setting has truly flourished with inspiration from the Curiosity Approach, which encourages children to be ‘thinkers and doers’ and the staff have completely remodelled the setting to fit in with this vision with all new natural fixtures and a focus on the open-ended toys that allow children to make their own games and problem solve.

The staff, as ever, have been fantastic. The Early Years Framework changes year to year - next year is no exception - but the staff never fail to change and adapt their provision as required. Ultimately though, we can always rely on them to do the most important job of all: care for our children, offer a home-from-home setting where we know they are safe and happy and, in the words of the children, “they are really, really good at playing”.

In the last year we have seen Tara join and flourish in our setting. We have recently also welcomed Molly to the Pre-School. Thank you to all the staff for their encouragement and support to Tara and Molly; they are extremely fortunate to be learning from you.

Kathleen, thank you for adapting to your new role as manager of the setting. You have taken on more and more as the year has progressed to ensure that the committee roles are manageable and to make sure that the pre-school runs smoothly.

I would like to thank Kathleen and all the staff for their hard work and dedication in this past difficult year.

### **Covid-19**

I wish that a year on from the last AGM we weren’t still talking about Covid, but here we are. Luckily as far as the Pre-School is concerned we have come out in many ways stronger. Our committee and staff have really pulled together through some exceptionally tough times, especially navigating the ever changing guidance.

Staff have been graceful and accepting of temporary changes we have had to make through staffing, and, when we have been open, have allowed children a haven of normality in this stressful world. They have deftly taken on the additional Covid responsibilities alongside their usual workload. Inside the Pre-School it has definitely been a lesson in how to function more efficiently, from the smoother drop-offs and pick-ups to having fewer toys out with no detriment to the children’s enjoyment. Simple things, but you hope that some good lessons stem from a tumultuous year!

As a committee we have had an inordinate amount of additional management responsibilities this year to navigate Covid. It is completely abnormal (and will hopefully not happen again) that the



committee get so involved in the day-to-day running of the Pre-School to ensure Covid compliance. My team has had to endure a number of ad hoc meetings to vote on changing rules – they have been able to put their self-interest aside to focus on what is best for the Pre-School. I cannot thank them enough for undertaking this additional work with our lives already strained.

## **Objectives**

Covid aside, I had several objectives at the start of my tenure as Chair two years ago:

1. To reduce the work and responsibility of the committee roles
2. To ensure the Pre-School was financially sustainable
3. To review and invest appropriately in our offering.

The staff and committee have made huge strides towards achieving these.

### **1. Role of Committee and governance responsibility**

We have had a second extremely busy year shaping the committee roles into something manageable for parents to take on.

The biggest overhaul has been the finance function, which in the past has been a particularly onerous job that should have never been done by a volunteer. With thanks to Emma Siveyer, Nick Leadbeater-Hart and Martin Coleman, we have come a long way. We have recruited a finance admin assistant to allow the pre-school continuity through changes in committee, and reset the treasury role to be oversight and strategy. The addition of our Family app has been a great investment not only in gaining operational visibility, but has had the added benefit in vastly improving communication between staff and parents. We hope you are enjoying the regular pictures and updates as much as we are!

Since the last AGM we have finally converted over to a Charitable Incorporated Organisation (CIO). This took effect just before we came back after the first Covid Lockdown – especially crucial as there now no longer exists personal liability on trustees (parents!).

The final piece to the committee puzzle and sustainability of the volunteer model is seeking to ensure as much management is undertaken by paid staff. Jo Reading (co-Chair) has been and continues to support Kathleen in her new role as Manager (from Supervisor), and the responsibilities that come with it. The Pre-School is being actively supported through this by the Early Years team at Oxfordshire County Council, both by lending support to Jo as Chair, and Kathleen as our Manager. We are extremely fortunate to have this guidance, especially given that the mentors themselves have identical roles in their own 'outstanding' pre-school, Hanborough Meadows, and have been at the forefront of the childcare field in Oxfordshire for many years.

### **2. Financial sustainability**

Still mid pandemic, it was unsurprising that our numbers started low in September, but we finish with a healthy 28 families at the setting. Numbers for this September are looking low again, however we are increasingly using our social media profile as a successful means of advertising, and have seen some promising enquiries.



Our fundraising goal has always worked on the premise that offering 15 government funded hours per child with us will leave us £12,000 short of our operating costs. This is due to the difference between £4.12 the government pay us, and the actual cost of childcare provision.

Since September 2020, through our invoicing, we have finally asked for a voluntary donation for each funded hour used at the pre-school. This has helped us in numerous ways. Firstly, and most importantly, we have taken away the requirement for one parent in the fundraising lead volunteer position to raise £12,000 thought necessary to plug the gap. Secondly, it allows us a better grasp of how we are going to finish the year financially. And thirdly, it allows us to look at investments and pay at the Pre-School more closely to ensure we remain a great place to be for both children and staff alike.

Off the back of this, our annual fundraising target has been reduced to a more manageable £5,000, and now allows us to make true investments with fundraising money, rather than just plugging a hole in the finances.

I am happy to say we are now financially stable in a way that I didn't feel we were when I started out as Chair. As a result, it's definitely a nicer position as a volunteer to be in to not have to worry all the time about the business you are meant to be in charge of collapsing.

I said last year at the AGM that at the best of times Pre-Schools are incredibly vulnerable to closure through a combination of lack of children, lack of volunteers, lack of income and expensive regulatory changes. This still remains a fine balancing act, though our efforts make this more achievable with hopefully a lot less effort. We still need volunteers, though less onerously. We still need parents to pay a voluntary donation. And most importantly we still need children to attend our setting.

### **3. Investing in the Pre-School**

I am enormously grateful to Hannah and everyone that has assisted her in fundraising this year. With a bumper £20,000 raised, we have been able to make further significant investments in our pre-school.

Thanks to fundraising we have happily invested in staff development this year. Most notably, we were able to fund Vicky's Special Educational Needs Co-ordinator training which means that we have her invaluable expertise as a qualified SENCO. Not all pre-schools have someone with this level of training and it is fantastic to know that we can offer parents this service. Both Marie and Julie have also continued to complete specific educational needs courses too this year. If ever we are concerned with any aspect of our children's development, it is so reassuring to know that we have the expertise within the setting to assess and support them.

Our next investment in the staff will be a Montessori training course they have requested which will allow them to develop their vision for the pre-school in the coming years.

Last year we invested heavily in the outdoor area. This year given the pandemic's effect on our setting, we have been able to invest further in our outdoor area. We have the addition of the two



canopies providing shelter in wet and sunny weather, and allowing children to be out in the fresh air more.

Our allotment is continuing to develop into an integral part of the children's pre-school experience. Under the direction of Claire Jeffs (our Outdoor Learning Leader) this space is being transformed from a sorry looking overgrown patch of land to a wonderful diverse and natural area which our pre-schoolers love to explore and experience. The other allotmenters have been delighted with the Pre-School's presence and love to witness how the site is taking shape.

Claire has been an asset in securing a couple of grants this year that has allowed us to invest in site tools, and coming soon, a shelter to allow us to enjoy the space in all weathers. Other than that, the investment really is the time that parents have kindly given up to help transform this wonderful space.

We have also made a £5,000 investment in the classroom. This has allowed staff to overhaul the tired furniture with new wooden furniture, in keeping with their vision for a natural, curiosity-based environment for the children. This investment will hopefully last a long time, and can be transferred straight into a replacement building as and when this happens.

We are continuing to look at appropriate places to invest, and high up the list right now is a manager's office. Our building is extremely limited in space, and whilst we still don't know if/how a replacement building will happen, we desperately need to be able to have our manager actively on site. Currently office work is done at home, but this makes managing a team and the site somewhat disjointed.

And always at the back of our minds - we do still have the threat of our building deteriorating beyond repair. I hope that with the headroom that we have now made through reshaping the volunteer roles, there is enough capacity amongst the team to attack this problem.

### **This Year**

Due to the covid 19 pandemic, this year's report will read very differently to previous years after having to cancel most of this year's activities and change our focus during the preschool closures we had to change our way of operating.

During this time, we went above and beyond with helping families during the first lockdown by offering zoom story time, mini professors, outdoor learning, rising fives activities and key group activities, show and tell and of course just to say hello to a friendly face.

Activity packs were supplied for children to take home and become creative, paintings, drawings and handprints were hung on the preschool gate.

Mr Bojangles had lots of adventures at Vicky's house which we looked forward to hearing about on a weekly basis and we guessed where Happy Bear had gone to on his daily walk.



After the first lock we opened part time for key worker families and this followed shortly after for our rising fives which was our limited bubble of children allowed before we shut for the summer holidays. We had our own little party to wish our rising fives well, a couple of party games and a fond farewell.

We opened fully in September and welcomed our families back, we didn't have our expected numbers back, but considering the pandemic it was expected.

At Christmas things were different but we had some beautifully sung Christmas songs recorded in the pre-school garden for parents and a slightly different Christmas party with a classic covid-era zoom connection error with Bertie Slippers. Despite that, we enjoyed making and decorating a range of Christmas decorations and joining in with party games.

We a very enjoyable Spring Day, thanks to Warminghams for sponsoring this event. With this money we were able to offer the children a morning of fun and exciting activities outside, planting, decorative garden pots, bird feeders and animal prints.

Our staff have provided a simulated environment over the last few months, regardless of what is happening out in the real world. As well as keeping children happy, safe and being sociable, we have invested in new furniture and new resources as part of our developing vision for the pre-school. These resources have all been selected very purposefully and benefit the children with having a natural appeal and bringing the outside in, with staff creating meaningful and mindful spaces, providing activities i.e. science, PE, group time activities for children to use their own curiosity and imagination and learning through play. Our vision is inspired by the Curiosity Approach, which brings together educational ideas and philosophies like Montessori, Reggio, and Steiner and aims to 'promote awe and wonder' in Early Years education. Through the use of open-ended toys and objects we encourage our children to be thinkers and doers in all they do.

The children adapted to being outside more often this year (as have we all!) and enjoyed the aspects of learning through play outside, by enjoying our new mud kitchen and recently new sand. We have planted vegetables and plants in our veggie patch and will continue to watch them grow.

We are looking forward to getting our summer house installed at the allotment in the coming weeks. This will provide a dry space during the colder months for children to use for shelter, stories or quieter activities.

### **Thank You(s)**

Kathleen would like to say the following thank you's.

Thank you to the committee for your help and support during the past year.

Thank you to all the staff for their help, support, flexibility, hard work, dedication and commitment to the preschool during a challenging year, therefore managing to provide an oasis of normality for our preschool children, whilst caring and looking after their own children and families, it's much appreciated.



Your kind and loving nature allows us to provide a really high standard of care to our children. We really make a great team! I look forward to progressing the Pre-School with our new vision with you all and providing a fun packed year.

Vicky, Julie and Marie thank you for your support, caring nature with the children and their families and being dedicated members of our team.

Tara and Molly, our newest members of our team, thank you for providing a caring and dedicated attitude to your job and we look forward to seeing you both progress and gaining your level 3 in early years.

I would like to thank Claire for all her help in preparing the allotment and providing outdoor learning classes to our preschoolers. Either via zoom or in person the classes have been fun and interactive.

A special thank you as well to all our families who have helped clear the brambles and the nettles and laid down wood chip paths to provide a natural walkway for the children.

As Chair I would like to thank Kathleen and the staff for all that they have done this year. It has not been easy at all, but they have risen to the challenge of working within the covid restrictions. They were always on call during the first lockdown to answer parents' child concerns, which really did give reassurance to us in how to handle any changing behaviours. Throughout the remainder of the year their dedication to our children has been evident, and they have worked extremely hard to make it a special and carefree space for the pre-schoolers. Thank you so much – you have genuinely helped all of us with young families through a very difficult time.

To the committee – we have continued apace this year making improvements to the business. Without your enthusiasm, time, and effort the pre-school could not continue. I cannot thank you enough, especially given all challenges we have faced, for your ability to help in any way you can. You are definitely the dream team of doers, and it has made it an incredibly enjoyable experience to work with you all.

Jo – thank you so much for stepping up as Co-Chair. Your skills are invaluable – teaching is definitely a profession that as an outsider you cannot fully understand. You have been so committed to helping the staff, throughout the pandemic and also with Kathleen's promotion to Manager. You have put a lot of time and effort in, and alongside this you have also continued to be our website whiz. You are always accommodating, kind and patient, and it has been such a pleasure to work alongside you over the past 6 months.

James – thank you so much for stepping in halfway through the year to take on the Treasurer role. You have trained up our Finance admin assistant and got on top of where we are financially as a business. I know we are in safe hands with you.

Mhairi – You get stuff done. Thank you for being super organised and efficient, and for supporting me through the year of Covid. There are many responsibilities I have as Chair and it has been invaluable for me to be able to pass some over to you, in the knowledge that they'll be done better and quicker than I'd have achieved! And I almost forgot to mention the paint. I know who to call if I need to fix a botched paint job... ! (Thank you!)



Hannah – In a year that should have been a write-off for fundraising, you have smashed the target and managed to raise £20,000 this year for the Pre-School! Your determination, ability to form successful partnerships and your sheer enthusiasm for hosting events like Zoom Bingo and our Auction of Promises is mind-blowing! Your legacy of investments in the Pre-School will be felt for years to come. Thank you so much for all your hard work over the last two years. Enjoy your rest from volunteering!

Emma – Thank you for all your input and expertise you've given us over the past year. You came on board as part of the finance hit-squad and sorted us out with Family, which has improved the Pre-School experience for everyone. You took on the daunting (and horrific) task of invoicing before the arrival of our finance assistant, then trained her up, you've trained everyone in Family, then you sorted out our Committee welcome pack, and then the external comms schedule. I am so grateful for you to have given the Pre-School your time to make these improvements. Thank you!

Volunteers – thank you to everyone who has given their time and support to our Pre-School over the last 12 months. Thank you to those of you who gave time, donated, bid, or partook in our numerous fundraising events throughout the year. Thank you to those of you who have helped Claire transform the allotment and helped Kathleen transform the classroom. Thank you to our parent handymen who are so important in keeping our ageing building functioning! It really is a team effort, and we hope you have enjoyed being part of these activities!

We also have many other champions of the Pre-School, from local residents to businesses such as Warminghams, all of whom we thank enormously for their ongoing and generous support.

I am now stepping down as Chair. Thank you to everyone and best wishes to the incoming team who continue to make sure that our wonderful village Pre-School has a bright future.

**Mel Uglow, Chair**



## Treasurer's Report

Reports cover period 1<sup>st</sup> April 2020 – 31<sup>st</sup> March 2021  
Balances are at 31<sup>st</sup> March 2021

### Summary of 2020/21 Financial Year

Total income	£85,897
Total expenditure	(£73,371)
<b>Surplus for the year</b>	<b>£12,526</b>

### Overview

The preschool accounts for Financial Year 2020/21 (FY20/21) are in the process of being audited and ratified as correct. Apologies for the delay.

FY20/21 ended with an operating surplus (excluding fundraising) of £12,526, a 43% increase on the previous year. This was down to 2 main factors:

1. Lost fee income (£24,346 vs £33,091 in 2019/20) was offset by higher than usual grant income (£58,329 vs £47,325 in 2019/20), as the school took advantage of a number of support schemes from South Oxfordshire District Council
2. Staff costs were 11% lower (£45,635 vs £51,360) thanks to the Furlough Scheme. The true reduction is lower than shown as we took on a finance admin assistant in January 2020 to support the day to day running of the finance function. Their pay is included in the staff costs figure.

Utilities and property costs (incl. cleaning) were reduced from 2019/20 levels due to closures as a result of the COVID-19 pandemic but are expected to return to previous year levels going forward.

Despite not holding our biggest fundraising event of the year, the annual fete, fundraising was exceptional this year, resulting in income of £12,654. This, coupled with the increased grants enabled us to invest in new classroom furniture and learning materials and renovations/improvements to the outside play area. Many thanks to Hannah for all her hard work.

**Going forward** we expect things to be more stable, barring any further lockdowns impacting our ability to remain open.

While we are pleased to offer both 15- and 30-hour funding to parents, there is a financial implication on the preschool as the government funding only provides £4.12/hour, yet our operating costs are greater than this. Currently we run a voluntary top-up scheme of £1.85/hour or a voluntary contribution and are looking over the summer at ways we can simplify this for parents.

I would like to personally thank you for all your donations for FY20/21, without which we wouldn't be in the financial position that we currently find ourselves in.

**James Shrager, Treasurer**



## Cash Position

The balances in our accounts as of 31<sup>st</sup> March 2021 were as follows:

Operating fund	£39,541.16
New build & contingency fund	£66,076.14*
Cash in hand	£197.95
	<hr/>
	<b>£105,815.25</b>
	<hr/>

The operating fund is used for the day-to-day running of the pre-school. The figure above is at a point-in-time at the end of the financial year and fluctuates almost daily. Funds are held within a current and deposit account at CAF Bank.

The New build & contingency fund is held between our CAF Gold Account and an Easy Access Business Saver account with Manchester Building Society. This account pays interest at 0.5% gross/AER.

The balance is made up of £10k of contingency fund which is kept aside in case the pre-school encounters difficulties or needs to close. The remainder is being saved for a future new building or building investment work.

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\* New build & contingency fund comprises balances of:

CAF Gold	£16,173.12
Manchester Building Society	£49,903.02
	<hr/>
	<b>£66,076.14</b>
	<hr/>



## Profitability

### Summary of financials for 2020/21 financial year

	Mar-21	Mar-20
	Actual	Actual
<b>Operating Income</b>		
Business income	£83,227	£81,095
Other income	£2,671	£8,289
<b>Total operating income</b>	<b>£85,897</b>	<b>£89,384</b>
<b>Operating Expenditure</b>		
Employment	(£50,651)	(£55,930)
Operating Costs	(£8,281)	(£4,575)
Utilities	(£1,577)	(£2,928)
Property	(£3,378)	(£6,200)
Other expenses	(£9,484)	(£11,187)
<b>Total operating expenditure</b>	<b>(£73,371)</b>	<b>(£80,821)</b>
<b>Operating surplus / deficit</b>	<b>£12,526</b>	<b>£8,563</b>



## Detailed financials for 2020/21 financial year

	Mar-21 Actual	Mar-20 Actual	Variance (£)	Variance (%)
<b>Operating Income</b>				
<b>Business income</b>				
Fees and lunch club	24,346	33,091	(8,744)	(26.4%)
Grants	58,329	47,325	11,003	23.3%
Registration	300	450	(150)	(33.3%)
Bank interest	251	229	22	9.8%
<b>Total business income</b>	<b>83,227</b>	<b>81,095</b>	<b>2,132</b>	<b>2.6%</b>
<b>Other income</b>				
Milk Grant	0	0	0	0.0%
Other	2,509	8,099	(5,591)	(69.0%)
Children's Uniform	162	190	(28)	(14.7%)
<b>Total other income</b>	<b>2,671</b>	<b>8,289</b>	<b>(5,619)</b>	<b>(67.8%)</b>
<b>Total operating income</b>	<b>85,897</b>	<b>89,384</b>	<b>(3,487)</b>	<b>(3.9%)</b>
<b>Operating Expenditure</b>				
<b>Employment</b>				
Staff Wages	(45,635)	(51,360)	5,725	(11.1%)
HMRC	(3,457)	(3,018)	(439)	14.5%
Training	(914)	(1,071)	157	(14.7%)
Fees inc Agency & Recruitment	(613)	(448)	(166)	37.0%
Staff Uniforms	(32)	(33)	1	(4.2%)
<b>Total employment</b>	<b>(50,651)</b>	<b>(55,930)</b>	<b>5,279</b>	<b>(9.4%)</b>
<b>Operating Costs</b>				
Stationery and Printing	(977)	(705)	(271)	38.5%
Educational costs	(871)	0	(871)	0.0%
Food and drink	(59)	0	(59)	0.0%
Book bags	0	0	0	0.0%
Hygiene and Sanitation	(2,297)	(868)	(1,429)	164.6%
Insurance	(1,991)	(1,980)	(10)	0.5%
Advertising	0	(80)	80	(100.0%)



Memberships and Registrations	(2,087)	(942)	(1,145)	121.6%
Magazine Subscriptions	0	0	0	0.0%
<b>Total other business</b>	<b>(8,281)</b>	<b>(4,575)</b>	<b>(3,706)</b>	<b>81.0%</b>
<b>Utilities</b>				
Electricity	(615)	(649)	34	(5.3%)
Gas	(463)	(543)	80	(14.7%)
Telephone	(499)	(1,203)	704	(58.5%)
Water	0	(533)	533	(100.0%)
Internet	0	0	0	0.0%
<b>Total utilities</b>	<b>(1,577)</b>	<b>(2,928)</b>	<b>1,352</b>	<b>(46.2%)</b>
<b>Property</b>				
Electrical testing	(107)	(712)	605	(85.0%)
Electrical equipment (inc. IT)	(266)	(513)	247	(48.1%)
Cleaning	(1,754)	(2,161)	408	(18.9%)
Gardening (inc. equipment)	(181)	(160)	(21)	13.1%
Repairs and maintenance	(835)	(2,654)	1,819	(68.5%)
Outdoor Equipment	(236)	0	(236)	0.0%
<b>Total property</b>	<b>(3,378)</b>	<b>(6,200)</b>	<b>2,822</b>	<b>(45.5%)</b>
<b>Other expenses</b>				
Occasions / Entertainment	0	(288)	288	(100.0%)
Outdoor Learning	(1,514)	0	(1,514)	0.0%
Gifts	(600)	(139)	(461)	331.7%
Children's Uniform	0	(578)	578	(100.0%)
Miscellaneous	(7,370)	(10,182)	2,811	(27.6%)
<b>Total other expenses</b>	<b>(9,484)</b>	<b>(11,187)</b>	<b>1,703</b>	<b>(15.2%)</b>
<b>Total operating expenditure</b>	<b>(73,371)</b>	<b>(80,821)</b>	<b>7,449</b>	<b>(9.2%)</b>
<b>Operating surplus / deficit</b>	<b>12,526</b>	<b>8,563</b>	<b>3,963</b>	<b>46.3%</b>
<b>Fundraising</b>				
Fundraising & Donations	12,654	16,890	(4,236)	(25.1%)
Cost of Fundraising	(669)	(4,435)	3,766	(84.9%)
Fundraising Purchases	(10,941)	(9,675)	(1,266)	13.1%
<b>Fundraising surplus / deficit</b>	<b>1,044</b>	<b>2,781</b>	<b>(1,736)</b>	<b>(62.4%)</b>



Combined surplus / deficit

13,570

11,344

2,226

19.6%

## Fundraising Summary

	Y/E Mar-21	Y/E Mar-20
	Actual	Actual
Fundraising & Donations	£12,654	£16,890
Cost of Fundraising	(£669)	(£4,435)
<b>Fundraising surplus / deficit</b>	<b>£11,985</b>	<b>£12,456</b>
Purchases made out of raised funds	(£10,941)	(£9,675)
<b>Remaining on 31<sup>st</sup> March</b>	<b>£1,044</b>	<b>£2,781</b>



## Fundraising Report

### Fundraising Team:

Hannah Dunbar - Fundraising Lead

**Fundraising Mission Statement:** There are four main objectives for the fundraising team at Whitchurch Pre-School for 2020/21:

1. Improve the facilities of the indoor classroom - done
2. Support the completion of the outdoor learning space and provide necessary supplies and equipment for Pre-School's allotment - done
3. Raise money to help bridge the £20k deficit incurred due to Covid-19, which resulted in £14k loss of fee income and £6k of fundraising income from WhitFest 2020 - done
4. Help to build a fundraising plan for the new school building - on hold

### Target:

Fundraising target is usually £12,000. Given the disruption of Covid-19, only committed to fundraising income of £3k between April 2020 - March 2021.

Fundraising income to date of £20,212

### Events

Green = event in process & monies received, Yellow = event in future & monies not received

Event	Date	Forecast	Income	Expenditure	Corp Matching	Sponsors	Gift Aid	Total Profit
QuizFest	2nd May 2020	£0	£0	£0	£0			£0
Summer Bingo	5th June 2020	£250	£421	£0	£350			£771
Lockdown Collage	July 2020							£70
Sponsored walk for Whitchurch Pre-School	Nov 2020	£250	£1,550	£100	£0	£500	£187	£2,137



Event	Date	Forecast	Income	Expenditure	Corp Matching	Sponsors	Gift Aid	Total Profit
Winter Bingo	26th Nov	£500	£400	£63	£0	£250		£337
Tea-Towels	Nov 2020	£250	£178	£127	£0			£51
Christmas Cards	Nov 2020	£250	£302	£244	£0			£58
Greetings Card sales (donated by Ferryboat)	Feb 2021	£500						
Spring Auction	March	£1000		£0	£0			£2,000
Spring Day (Warmingham sponsorship)	April 2021	£300	£300	£300	£0			£0

#### Grants & other

Event	Date	Income	Expenditure	Other	Total Profit
Give as you live	Ongoing	£2,470	£0.00	493 gift aid	£2,963
Nineveh Grant	Dec 2020	£1,000	£0.00		£1,000
Three	Dec 2020	£500	£0.00		£500
SODC Grant	Jan 2021	£7,000	£0.00		£7,000
SODC Covid Grant 2	Feb 2021	£3,000	£0.00		£3,000
Bucket on the bridge	April 2021	£325.00	£0.00		£325.00



Event	Date	Income	Expenditure	Other	Total Profit
Amazon Smile	Ongoing				
EasyFundraising	Ongoing				
Co-Op Grant	March & Oct 2021				

### New Fundraising team

Charley Ambrose has agreed to take on the role of fundraising lead. First objective to build a team to work with on executing a straightforward fundraising calendar for 20/21.

Suggestions would be focusing on core events.

- June - Sale of Greetings cards donated by Ferryboat (£250)
- July - Summer Bingo at the pub (get corporate sponsors for this and host at Ferryboat) - also can double up as a leavers event for the parents of children moving on to school and a post covid event! (£1,000)
- October - Whitchurch Walk - this was held in November last year, but think would be good to do slightly earlier in the term because of the weather. (£1,500)
- November - Bingo (£500)
- December - tea towels and Christmas cards (£250)
- February - Spring Auction (£1,500)
- March - Spring Day (£300)
- April - Bucket on the bridge (£250)



## Comms Report

### Family Usage

Famly was launched as our new nursery management platform in September 2020 to:

- Improve communications with parents with physical handovers increasingly difficult during the pandemic
- Provide better visibility of the day to day life at preschool
- Introduce an easier invoicing system for parents to have visibility of their account balance
- Make it easier for parents to contact staff (e.g. to notify of holiday, sickness, provide permission for activity)

We have seen good uptake from parents utilising Famly and engaging with the content. Our preschool team have been actively sharing photos and comments from the day with parents, and have recently started to share videos with parents too.

As a reminder, you can use Famly to:

- Direct Message preschool staff or committee, or other parents
- Share messages on the newsfeed (it's not just for staff to use)
- Notify staff of holidays, sickness, allergies, medication requirements and provide permissions for events
- Check account balances and see your invoices
- Be notified of any accidents
- Monitor your child's learning progress
- See photos and videos of your child's day at preschool

### ***Did you know?***

There is a weekly newsletter posted on Famly every Friday on your Newsfeed. This gives you a wrap-up of what the children have been doing during the week at preschool and any important announcements

### Advertising

We are continuing to advertise the preschool to attract new starters. We have recently updated our advert in the local village magazines to reflect our change in opening hours on Fridays (opening up to all ages, not just Rising Fives) and the addition of 30 hours Government fun

**WHITCHURCH-ON-THAMES PRE-SCHOOL**

**Financial Statements  
for the 12 months ended 31 March 2021**

	12 months ending	12 months ending
	Mar-21	Mar-20
<b>Operating Income</b>		
Business income	£83,227	£81,095
Other income	£2,671	£8,289
<b>Total operating income</b>	<u>£85,897</u>	<u>£89,384</u>
<b>Operating Expenditure</b>		
Employment	(£50,651)	(£55,930)
Operating Costs	(£8,281)	(£4,575)
Utilities	(£1,577)	(£2,928)
Property	(£3,378)	(£6,200)
Other expenses	(£9,484)	(£11,187)
<b>Total operating expenditure</b>	<u>(£73,371)</u>	<u>(£80,821)</u>
<b>Operating surplus / deficit</b>	<u>£12,526</u>	<u>£8,563</u>
<b>Fundraising</b>		
Fundraising & Donations	£12,654	£16,890
Cost of Fundraising	(£669)	(£4,435)
Fundraising Purchases	(£10,941)	(£9,675)
<b>Fundraising surplus / deficit</b>	<u>£1,044</u>	<u>£2,781</u>
<b>Combined surplus / deficit</b>	<u>£13,570</u>	<u>£11,344</u>

# Whitchurch pre-school group

## Financial position

	At 31 March 2021	At 31 March 2020
<b>Bank accounts</b>		
CAF Cash (Current)	39,541.16	36,902.53
CAF Gold (Deposit)	16,173.12	5,639.87
Manchester Building Society (Deposit)	49,903.02	49,654.75
FairFX Card / Cash in hand	197.95	48.15
<b>Total bank accounts</b>	<b>105,815.25</b>	<b>92,245.30</b>
<b>Total assets</b>	<b>105,815.25</b>	<b>92,245.30</b>
<b>Equity</b>		
Opening	92,245.30	80,901.49
Profit/(loss) for year	13,569.95	11,343.81
Adjustments	0.00	0.00
<b>Total equity</b>	<b>105,815.25</b>	<b>92,245.30</b>



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name WHITCHURCH ON THAMES PRESCHOOL

On accounts for the year ended

March 31 2021

Charity no (if any)

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

As the charity's trustees, 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 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 Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
• the accounts did not accord with the accounting records; or
• the accounts did 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.

\* Please delete the words in the brackets if they do not apply.

Signed: [Signature]

Date: 5/7/2021

Name: ROBERT PLUMB

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

Chartered Accountant. CA (SA)

Address:

Uplands Cottage  
Whitechurch on Thames  
RG8 7HH

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material 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.

[Empty box for disclosure details]

**WHITCHURCH-ON-THAMES PRE-SCHOOL**

**Financial Statements  
for the 12 months ended 31 March 2021**

	12 months ending	12 months ending
	Mar-21	Mar-20
<b>Operating Income</b>		
Business income	£83,227	£81,095
Other income	£2,671	£8,289
<b>Total operating income</b>	<u>£85,897</u>	<u>£89,384</u>
<b>Operating Expenditure</b>		
Employment	(£50,651)	(£55,930)
Operating Costs	(£8,281)	(£4,575)
Utilities	(£1,577)	(£2,928)
Property	(£3,378)	(£6,200)
Other expenses	(£9,484)	(£11,187)
<b>Total operating expenditure</b>	<u>(£73,371)</u>	<u>(£80,821)</u>
<b>Operating surplus / deficit</b>	<u>£12,526</u>	<u>£8,563</u>
<b>Fundraising</b>		
Fundraising & Donations	£12,654	£16,890
Cost of Fundraising	(£669)	(£4,435)
Fundraising Purchases	(£10,941)	(£9,675)
<b>Fundraising surplus / deficit</b>	<u>£1,044</u>	<u>£2,781</u>
<b>Combined surplus / deficit</b>	<u>£13,570</u>	<u>£11,344</u>

# Whitchurch pre-school group

## Financial position

	At 31 March 2021	At 31 March 2020
<b>Bank accounts</b>		
CAF Cash (Current)	39,541.16	36,902.53
CAF Gold (Deposit)	16,173.12	5,639.87
Manchester Building Society (Deposit)	49,903.02	49,654.75
FairFX Card / Cash in hand	197.95	48.15
<b>Total bank accounts</b>	<b>105,815.25</b>	<b>92,245.30</b>
<b>Total assets</b>	<b>105,815.25</b>	<b>92,245.30</b>
<b>Equity</b>		
Opening	92,245.30	80,901.49
Profit/(loss) for year	13,569.95	11,343.81
Adjustments	0.00	0.00
<b>Total equity</b>	<b>105,815.25</b>	<b>92,245.30</b>



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name WHITCHURCH ON THAMES PRESCHOOL

On accounts for the year ended

March 31 2021

Charity no (if any)

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

As the charity's trustees, 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 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 Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
• the accounts did not accord with the accounting records; or
• the accounts did 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.

\* Please delete the words in the brackets if they do not apply.

Signed: [Signature]

Date: 5/7/2021

Name: ROBERT PLUMB

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

Chartered Accountant. CA (SA)

Address:

Uplands Cottage  
Whitechurch on Thames  
RG8 7HH

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material 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.

[Empty box for disclosure details]