



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## **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	<p>The charity works for the public benefit having as its objects the development and education of children and young people in particular by:</p> <ul style="list-style-type: none"><li>(1) promoting their care and safety.</li><li>(2) promoting their education and promoting parental involvement.</li><li>(3) promoting their health and wellbeing.</li><li>(4) providing services to support them and their families and carers.</li><li>(5) providing services to individuals holding membership of the CIO; and</li><li>(6) furthering the aims of the Pre-school Learning Alliance.</li></ul>
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>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.</p> <p>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.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>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.</p>



## 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



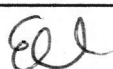
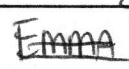
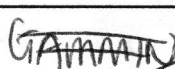
## Names of the charity trustees who manage the charity

	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			
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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>per</sup> 
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:

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



<b>Section B</b>	<b>Disclosure</b>
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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



	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

## Current Assets

<b>Cash at bank and in hand</b>	
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>
<b>Total Current Assets</b>	<b>129,009.72</b>

<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

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