

**Lavenham Preschool**

**Annual Report and Financial Statements**

**Year ended 31 August 2025**

Charity number: 1184176

# **LAVENHAM PRESCHOOL**

## **Annual Report and Financial Statements for the year ended 31 August 2025**

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## **LAVENHAM PRESCHOOL**

### **Annual Report and Financial Statements for the year ended 31 August 2025**

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#### **Reference and administrative details**

**Charity name** Lavenham Preschool

**Registered charity number** 1184176

**Business address** Church Street  
Lavenham  
Suffolk  
CO10 9QT

**Trustees** R S Mawford - Chairman and Treasurer  
J M Jones  
S Knight  
K Humphreys  
L Willis  
A Burdis (appointed on 24 October 2024)  
K Greyling (appointed on 24 October 2024)

**Pre-school Manager** Elzbieta Zlotek

**Independent examiner** Wendy Bowman AAT  
WB Accounting Services, 18 Peek Close, Lavenham, Suffolk, CO10 9FR

**Bankers** Santander UK plc (accounts closed June 2025)  
Lloyds Bank plc

# **LAVENHAM PRESCHOOL**

## **Report of the trustees for the year ended 31 August 2025**

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The trustees for the purposes of charity law, have pleasure in presenting their annual report and the financial statements of the charity for the year ended 31 August 2025.

### **Structure, Governance and Management**

#### ***Governing Document***

Lavenham Preschool is a Charitable Incorporated Organisation (Foundation Model) which was registered on 1 July 2019 (registered number 1184176). On 19 December 2019 the CIO obtained OFSTED registration and took over the Preschool's activities and assets. The Preschool previously operated as an unincorporated charity (registered number 1048612) which was registered on 12 August 1995.

#### ***Trustees – appointment, organisation and recruitment***

The trustees during the year ended 31 August 2024 are stated on page 1. Mr D Carse resigned as Trustee and Treasurer on 31 August 2024. Mr R Mawford took over as Treasurer on 1 September 2024 and subsequently resigned as Treasurer on 31 August 2025. Ms K Greyling took over as Treasurer on 1 September 2025.

#### ***Risk management***

The trustees have reviewed the major risks to which the charity is exposed and have established systems and procedures to mitigate those risks.

#### **Objectives and activities**

Lavenham Preschool is an educational charity whose objectives are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

- a) offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability;
- b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;
- c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

The Preschool is open five days a week during term-time, offering breakfast club, morning and afternoon sessions, lunch club, an after-hours club and all-day care. From January 2024 we increased our opening hours to 8am – 5pm, to make us more attractive to working parents. We also operated a holiday club in August 2024 and we did so again in August 2025. We cater for children from 2 years to school age, preparing them for entry into mainstream schooling. The Preschool operates from a purpose-built building, adjacent to Lavenham Village Hall, which was opened in September 2017.

#### **Performance and achievements**

A determined effort has been made to build up pupil numbers to ensure our purpose-built building is fully utilised and the success from this can be seen in the healthy surplus the Preschool has maintained for the year ended 31 August 2025. We consider this an enormous achievement in the current climate. With the involvement of both trustees and staff, we were able to continue with our fundraising efforts, including the annual fireworks display, held in conjunction with Lavenham Primary School. We were very pleased to receive donations of £400 for our fireworks event and claimed gift aid on these donations which boosted the donations to £500.



## LAVENHAM PRESCHOOL

### Report of the trustees for the year ended 31 August 2025 (Continued)

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The remaining funding from our benefactors for our Forest School improvement project which commenced last year has now been received, a total of £1,530.37 received in November 2024 and March 2025. This makes our total income for the project £7,065.37. Expenditure in the year totalled £1,556.67 bringing total expenditure to £5,983.67. the balance on the project at 31 August 2025 totals £1,081.70 which has been spent on waterproof clothing and a new canopy for the Forest School are in September 2025, completing the project and utilising all the remaining funds.

Once again, major thanks for their excellent work during the year must go to all our staff, who continue to make Lavenham Preschool the excellent childcare setting that it is and continuously aim to improve both their teaching practices and the learning environment.

#### Plans for the future

The coming year is likely to prove another challenging one. We have a very strong team at the Preschool, and we will continue to use our expertise and knowledge to ensure that the children in our care are well looked after and have access to the best learning opportunities and practices available to them whilst also ensuring that we remain efficient in our spending levels to help cover the constantly increasing costs. We will continue to take advantage of the opportunities provided by the Government's extension of free childcare and we will continue to review our fee structure to ensure it is fair to all.

#### Financial Review

The Statement of Financial Activities on page 5 sets out the movement in funds for the year and the Balance Sheet on page 6 shows the charity's state of affairs at the year end. The principal sources of income are the Government Funding Grant for Early Years Education, from Suffolk County Council and fees charged for non-funded sessions.

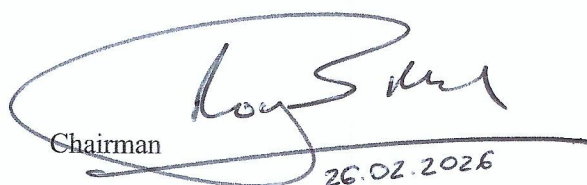
Whilst our fee income for the year ended 31 August 2025 has remained consistent at £48,736 (2024: £42,260), our grant funding has increased to £125,591 (2024: £102,530). This increase is a result of the increase in pupil numbers during the year together with the Government's phased extension of funding available as mentioned above.

The increase in income has been partially offset by the increase in our costs, primarily our staff costs which in the year ended 31 August 2025 have risen to £135,515 (2024: £117,133). This increase is partly due to the quality and highly skilled staff which we have employed and also due to the increase in minimum wage which has led to a proportionate increase to all staff levels of pay. The majority of our staff have opted in to the NEST pension fund which means our costs have remained consistent at £1,894 (2024: £1,969).

The trustees have considered the level of funds held and the expected income and expenditure for the next 12 months. Based on this assessment, the trustees believe that the Preschool will continue as a going concern during this period.

This report was approved by the trustees on

and signed on their behalf by:

  
Chairman  
26.02.2026

## LAVENHAM PRESCHOOL

### Independent Examiner's Report to the trustees of Lavenham Preschool

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I report on the accounts of Lavenham Preschool for the year ended 31 August 2024, which are set out on pages 5 to 10.

#### Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

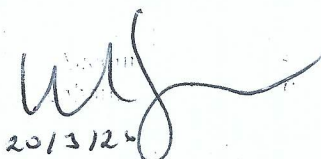
#### Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

#### Independent examiner's statement

In connection with our examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting requirements of the section 396 of the Companies Act 2006 and with the methods and principles of Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- 2) to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



WB Accounting Services  
Lavenham, Suffolk CO10



# LAVENHAM PRESCHOOL

## Statement of Financial Activities (incorporating an Income and Expenditure Account) for the year ended 31 August 2025

	Note	Unrestricted Funds £	Restricted Funds £	2025 Total £	2024 Total £
<b>Income from:</b>					
Donations	2	360	3,030	3,390	6,501
Charitable activities:					
Grants	3	125,591	-	125,591	102,530
Fees		48,736	-	48,736	42,260
Other income		5,713	-	5,713	696
Fundraising events		4,532	-	4,532	3,043
Investment income					
Bank interest receivable		372	-	372	334
<b>Total income</b>		<b>185,304</b>	<b>3,030</b>	<b>188,334</b>	<b>155,364</b>
<b>Expenditure on:</b>					
Raising funds		-	500	500	376
Charitable activities	4	163,553	1,900	165,453	151,116
<b>Total expenditure</b>		<b>163,553</b>	<b>2,400</b>	<b>165,953</b>	<b>151,492</b>
<b>Net income</b>		<b>21,751</b>	<b>630</b>	<b>22,381</b>	<b>3,872</b>
Fund balances at 1 September 2024		56,501	1,108	57,609	53,737
<b>Fund balances at 31 August 2025</b>		<b>78,252</b>	<b>1,738</b>	<b>79,990</b>	<b>57,609</b>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derives from continuing activities. The comparative figures for 2023 all relate to unrestricted funds, except as shown in note 2.

# LAVENHAM PRESCHOOL

## Balance sheet at 31 August 2025

	Note	Total 2025	Total 2024
<b>Current Assets</b>		£	£
Debtors and prepayments	7	1,579	1,068
Cash at bank & in hand		84,030	59,569
		<u>85,609</u>	<u>60,637</u>
<b>Creditors: amounts falling due within one year</b>		<u>(5,619)</u>	<u>(3,028)</u>
<b>Net current assets</b>		<u>79,990</u>	<u>57,609</u>
<b>Net assets</b>		<u><u>79,990</u></u>	<u><u>57,609</u></u>
<b>Funds</b>	8		
Unrestricted funds		78,252	56,501
Restricted funds		1,738	1,108
		<u>79,990</u>	<u>57,609</u>

The notes on pages 7 to 10 form part of these financial statements.

The financial statements were approved by the trustees on

and signed on their behalf by:

  
Trustee  
26.02.2026



# LAVENHAM PRESCHOOL

## Notes forming part of the financial statements for the year ended 31 August 2025

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### 1 Accounting policies

#### *Accounting convention*

These financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The charity constitutes a public benefit entity as defined by FRS 102.

#### *Going concern*

The accounts have been prepared on a going concern basis which the trustees believe is appropriate given the level of funds held and the income and expenditure forecast for the next 12 months from the date of approving these financial statements.

#### *Incoming resources*

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Donated services are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

#### *Expenditure*

All expenditure is accounted for on an accruals basis, and has been classified under the headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of resources.

Fundraising costs are those incurred in seeking voluntary contributions and holding fundraising events. Support costs are those costs incurred directly in support of expenditure on the objects of the charity. Governance costs are those incurred in connection with compliance with constitutional and statutory requirements.

#### *Tangible fixed assets*

Individual fixed assets costing £1,000 or more are capitalised at cost, including any incidental costs of acquisition. Depreciation is provided on all tangible fixed assets, other than freehold land, so as to write off the cost, less estimated residual value, over their expected useful lives.

#### *Operating leases*

Rentals under operating leases are charged to the income and expenditure account as incurred.

## LAVENHAM PRESCHOOL

### Notes to the financial statements for the year ended 31 August 2025 (Continued)

#### *Fund Accounting*

Unrestricted funds comprise accumulated surpluses and deficits on the general fund and designated funds. They are available for use at the discretion of the trustees in furtherance of the charitable company's objectives. Designated funds are those funds designated for a particular purpose or projects at the discretion of the trustees.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

#### 2 Donations

	2025 £	2024 £
<i>Unrestricted:</i>		
Chelsworth Parish Council	150	-
Lavenham Gardening Club	-	250
Smaller individual donations	210	340
<i>Restricted:</i>		
Enjoy Benefits	1,000	-
Groundwork UK	500	-
Individual donor re fireworks display (including gift aid)	500	376
East of England Co-op - Forest School Project	1,030	835
Lavenham Parish Council – Forest School Project	-	1,500
Suffolk County Council – Forest School Project	-	1,000
Eleanor & Charlotte Condry Trust Fund – Forest School Project	-	200
The Belstead Ganzoni Charitable Settlement – Forest School Project	-	2,000
<b>Total donations</b>	<b>3,390</b>	<b>6,501</b>

#### 3 Grants

	2025 £	2024 £
Suffolk County Council - Early Education funding	125,591	102,530
<b>Total grants</b>	<b>125,591</b>	<b>102,530</b>

## LAVENHAM PRESCHOOL

### Notes to the financial statements for the year ended 31 August 2025 (Continued)

#### 4 Expenditure on Charitable activities

	2025 £	2024 £
<i>Restricted:</i>		
Forest School Project	1,557	4,427
Enjoy Benefits	343	-
<i>Unrestricted:</i>		
<i>Direct costs</i>		
Staff costs (note 5)	135,515	117,133
Resources for children	4,289	3,786
<i>Support costs</i>		
Premises	10,423	8,600
Other support costs, including governance costs	13,326	17,170
	<u>165,453</u>	<u>151,116</u>

Other support costs include governance costs of £300 (2024:£360).

#### 5 Staff costs

	2025 £	2024 £
Wages and salaries	129,306	113,913
Social security costs	2,709	-
Pension costs	1,894	1,969
Staff recruitment, training and uniform costs	1,469	901
Other staff costs	137	350
	<u>135,515</u>	<u>117,133</u>

The key management personnel of the charity comprise the trustees and the Preschool manager as shown on page 1. The trustees neither received nor waived any remuneration during the year (2024: £nil).

The average number of employees during the year, calculated on a head count basis was 10 (2024:10). No employee had emoluments in excess of £60,000 (2024: nil).

#### 6 Taxation

The company is a registered charity and is not considered liable to taxation on its income. Income tax deducted at source from income is recoverable from HMRC.

#### 7 Debtors and prepayments

Debtors consists of trade debtors (fee income owed at the year end) and prepayments.

A provision of £nil (2024:£347) for bad and doubtful debts in respect of overdue fee income has been deducted.

# LAVENHAM PRESCHOOL

## Notes to the financial statements for the year ended 31 August 2025 (Continued)

### 8 Funds Summary

	Balance at 1 September 2024 £	Fund movements			Balance at 31 August 2025 £
		Incoming resources £	Resources used £	Transfer	
Restricted funds	1,108	3,030	2,400	-	1,738
Unrestricted funds	56,501	185,304	163,553	-	78,252
	<u>57,609</u>	<u>188,334</u>	<u>165,953</u>	<u>-</u>	<u>79,990</u>