



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/09/2022

Period start date To 31/08/23

Period end date

Charity name: Parley Community Pre School (Formerly Longham Community Pre School)

Charity registration number: 1185798

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The charity rents a space in a community hub and employs staff. It uses resources to provide Early Years education to children of pre school age. It offers opportunities to all children regardless of race, culture, means, religion or ability.
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	To enhance the development and education of children under statutory school age by offering play based education and care facilities.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees, 'have regard' to the commission's public benefit guidance, they are aware of the guidance and they have taken it into account when making a decision to which the guidance is relevant

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
	Para 1.38	

Contribution made by volunteers		
Other		

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>September 2022 started with One Manager, a Deputy Manager and 3 members of staff. We also had 1 student from Ferndown Upper School and 1 person completing their level 2.</p> <p>October 2022 – staff were trained to use Wellcomm which is used to quickly identify areas of concern in language, communication and interaction development in order to ensure early targeted intervention.</p> <p>December 2022 – The children enjoyed a fantastic Christmas party with games and disco. We were visited by Ferndown Community Larder where we gave a donation of food. This helped the children learn about the importance of being kind, helping others and supporting our local community.</p> <p>January 2023 a member of staff was promoted to Joint Manager.</p> <p>We also started to offer 2 more afternoon sessions on a Monday and Wednesday. This meant the Pre School was able to offer early years education to children from 8.15am – 3pm Monday to Friday.</p> <p>The Pre School were informed that the Church was being sold and they would need to find a different venue to run from. This then led to a large campaign to save the Pre School and to find another venue. Local press, TV and radio interviews and discussions with locally councillors took place to raise awareness.</p> <p>February 2023 – The children had the opportunity to learn Yoga with weekly lessons which helped their self regulation and mindfulness.</p> <p>March 2023 – The children had an</p>

		<p>enrichment activity where they learnt martial arts.</p> <p>April 2023 – DCT Football provided weekly football sessions for the children following an interest from some of the children.</p> <p>May 2023 – The children and their families celebrated the Kings Coronation with an afternoon tea party and disco.</p> <p>June 2023 – We welcomed a visit from residents at Fernhill Care Home promoting intergenerational relationships. The children also had a visit from Linwood Vets and learnt about taking care of their pets and about people who help us in our community.</p> <p>We also secured a new premises to run from at West Parley Community Hub to ensure the Pre School could continue to operate.</p> <p>The children helped raise money from a sponsored scoot in the car park. They did amazingly well.</p> <p>July 2023 – A busy end to the year with one of the staff members retiring after 20 years. Children leaving for school had a ceremony, picnic and bouncy castle. This was then followed by a disco party for all children and families and was attended by past and present families and staff.</p> <p>Staff hired a van and moved all the equipment and resources to the new venue at West Parley Community Hub.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Through the hard work of staff and the committee along with the support from families we were able to secure another venue to operate from to enable us to continue offering high quality early years education.
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	

Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Due to the careful budgeting and fundraising activities the Pre School were in a good financial position at the end of the year which ensured we could do the necessary building works at the new premises.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Our finance policy states "a reasonable cash reserve balance will be kept for unexpected eventualities. This amount will be reviewed regularly and adjusted if necessary".
Amount of reserves held	Para 1.22	£13,000
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Our principle source of income is government funding and fees. This covers the cost of running the Pre School (wages, rent, utilities). In addition the Pre-School is dependant on fundraising, donations and grants to cover increasing costs and to purchase new equipment.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Pre School Learning Alliance Model CIO constitution for Childcare Providers 2013
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	Charity Incorporated Organisation (CIO) governed by elected charity trustees
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	Elected by parents

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Parley Community Pre School
Other name the charity uses	Formerly Longham Community Pre School
Registered charity number	1185798
Charity's principal address	West Parley Community Hub 275 Christchurch Road Ferndown Dorset BH22 8SQ

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	Victoria Tanner	Chair		
2	Rachel Baldry	Secretary		
3	Danni MacQueen	Treasurer		
4	Theresa Doherty		March 2023 – Present	
5	Rachel McDonald		February 2023 – Present	
6	Leanne Blackley		July 2023 – June 2024	
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

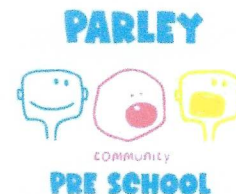
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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	Tanner	
Full name(s)	Victoria Tanner	
Position (eg Secretary, Chair, etc)	Chair	
Date	28 June 2024	



Parley Community Pre School
West Parley Community Hub
275 Christchurch Road
West Parley
BH22 8SQ
Registered Charity Number 1185798
(Formerly Longham Community Pre School)

**STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31.08.23**

ASSETS

MONETARY ASSETS

Closing Bank balance Current Account	(31.08.23)	£ 26,837.13
Closing Bank balance Fundraising Account	(31.08.23)	£ 1,965.41
Closing Bank balance Savings Account	(31.08.23)	<u>£ 13,047.93</u>
TOTAL OF ALL BANK ACCOUNTS		£ 41,850.47
Closing balance Petty Cash balance	(31.08.23)	<u>£ 725.50</u>
TOTAL OF ALL MONETARY ASSETS		<u>£42,575.97</u>

NON-MONETARY ASSETS

Furniture and equipment as per inventory stated at original cost.
All equipment is in good condition.
Some has been purchased new during this financial year.
All equipment is continually being updated and reviewed
to meet OFSTED requirements.

TOTAL OF ALL NON-MONETARY ASSETS (stated at cost) **£38,688.63**

TOTAL ASSETS **£81,264.60**

I confirm that I have examined the accounts and records of Longham Community Pre-school CIO as presented to me for the year 1 September 2022 to 31 August 2023.

They reflect a full and accurate record of transactions during this twelve month period.
Statements and entries have been examined and verified as correct.

I confirm the total bank balances as at 31 August 2023 of **£41,850.47** as being correct.


.....
Nathan Moore (FCA)

28 JUNE 2024
.....
Date



Parley Community Pre School
 West Parley Community Hub
 275 Christchurch Road
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INCOME AND EXPENDITURE OVERVIEW FOR ALL ACCOUNTS
 FOR THE YEAR ENDED 31.08.23

Opening Bank balance Current Account	01.09.22	£10,081.79
Opening Bank balance Fundraising Account	01.09.22	£6,085.96
Opening Bank balance Savings Account	01.09.22	£13,001.13
Opening Petty Cash Balance	01.09.22	<u>£999.19</u>
Total opening cash balances	01.09.22	<u>£30,168.07</u>

Income

Total Income Current Account (See attached sheet for details)	£114,430.85
Total Income Fundraising Account (See attached sheet for details)	£55.05
Total Income Savings Account (See attached sheet for details)	£46.80
Total Income Petty Cash Account (See attached sheet for details)	<u>£1,413.35</u>
Total Income	<u>£115,946.05</u>

Expenditure

Total Expenditure Current Account (See attached sheet for details)	£(97,675.51)
Total Expenditure Fundraising Account (See attached sheet for details)	£(4,175.60)
Total Expenditure Savings Account (See attached sheet for details)	£(0.00)
Total Expenditure Petty Cash Account (See attached sheet for details)	<u>£(1,687.04)</u>
Total Expenditure	<u>£(103,538.15)</u>

Closing Bank balance Current Account	31.08.23	£26,837.13
Closing Bank balance Fundraising Account	31.08.23	£1,965.41
Closing Bank balance Savings Account	31.08.23	£13,047.93
Closing Petty Cash Balance	31.08.23	<u>£725.50</u>
Total closing cash balances	31.08.23	<u>£42,575.97</u>

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INCOME AND EXPENDITURE FOR CURRENT ACCOUNT FOR THE YEAR ENDED 31.08.23

Opening Bank Balance 01.09.22		£10,081.79
<u>Income</u>		
Fees	£34,793.62	
Funding	£74,706.98	
Fundraising	<u>£1,375.05</u>	
Sub-total	£111,875.65	
Net transfers from fundraising account	£3,555.20	
Total income		£114,430.85
<u>Expenditure</u>		
Accounting Fees	£(103.20)	
Enrichment Activities	£(1,293.50)	
Internet and Phone	£(443.77)	
Employee Contributions	£(2,310.90)	
Insurance	£(894.85)	
Cleaning/Janitorial Expenses	£(623.57)	
Office	£(150.00)	
Employee Benefits (NEST Contributions)	£(2,016.35)	
Wages	£(71,185.55)	
Professional Fees (Ofsted)	£(70.00)	
Staff Reimbursements (Food, Consumables & Equipment)	£(2,639.22)	
Rent	£(3,420.00)	
Property costs (New Building Work)	£(12,159.60)	
Staff Training	<u>£(365.00)</u>	
Total expenditure		<u>£(97,675.51)</u>
Closing Bank balance 31.08.23		<u>£26,837.13</u>



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INCOME AND EXPENDITURE FOR FUNDRAISING ACCOUNT
FOR THE YEAR ENDED 31.08.23

Opening Bank Balance 01.09.22	£6,085.96
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Income

Amazon Charity Donation	<u>£55.05</u>
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Total income	£55.05
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Expenditure

EYWORKS Invoice and occupancy software	£(620.40)
Net transfers to current account	<u>£(3,555.20)</u>

Total expenditure	<u>£(4,175.60)</u>
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Closing Bank balance 31.08.23	<u>£1,965.41</u>
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INCOME AND EXPENDITURE FOR SAVINGS ACCOUNT
FOR THE YEAR ENDED 31.08.23

Opening Bank Balance 01.09.22		£13,001.13
<u>Income</u>		
Interest Received	<u>£46.80</u>	
Total income		<u>£ 46.80</u>
Closing Bank Balance 31.08.23		<u><u>£13,047.93</u></u>



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INCOME AND EXPENDITURE FOR PETTY CASH
FOR THE YEAR ENDED 31.08.23

Opening Balance 01.09.22		£999.19
<u>Income</u>		
Fees	£1,393.35	
Uniform	<u>£20.00</u>	
Total income		<u>£1,413.35</u>
<u>Expenditure</u>		
Snack Food	£(173.18)	
Furniture	£(119.50)	
Equipment/Resources	£(130.26)	
Advertising	£(35.00)	
Party and Events	£(736.31)	
Other	<u>£(492.79)</u>	
Total expenditure		<u>£(1,687.04)</u>
Closing balance 31.08.23		<u><u>£725.50</u></u>



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