



# Trustees' Annual Report for the period

| Period start date |       |      | Period end date |       |      |
|-------------------|-------|------|-----------------|-------|------|
| Day               | Month | Year | Day             | Month | Year |
| From 01           | 09    | 2024 | To 31           | 08    | 2025 |

## Section A Reference and administration details

Charity name **ASPLEY GUISE PRE-SCHOOL**

Other names charity is known by

Registered charity number (if any) **1195493**

Charity's principal address **SPINNEY LANE**

**ASPLEY GUISE**

**MILTON KEYNES**

Postcode

**MK17 8JT**

### 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  | LAYNA PHILLIPS    | Chair           |                                   |                                                               |
| 2  | SARAH LOCK        |                 | From 20 November 2023             |                                                               |
| 3  | EVE GONSALVES     |                 | From 20 November 2023             |                                                               |
| 4  | ABIGAIL SCHOFIELD |                 | From 20 November 2023             |                                                               |
| 5  | KATHERINE MELVILL |                 |                                   |                                                               |
| 6  |                   |                 |                                   |                                                               |
| 7  |                   |                 |                                   |                                                               |
| 8  |                   |                 |                                   |                                                               |
| 9  |                   |                 |                                   |                                                               |
| 10 |                   |                 |                                   |                                                               |
| 11 |                   |                 |                                   |                                                               |
| 12 |                   |                 |                                   |                                                               |
| 13 |                   |                 |                                   |                                                               |
| 14 |                   |                 |                                   |                                                               |
| 15 |                   |                 |                                   |                                                               |
| 16 |                   |                 |                                   |                                                               |
| 17 |                   |                 |                                   |                                                               |
| 18 |                   |                 |                                   |                                                               |
| 19 |                   |                 |                                   |                                                               |
| 20 |                   |                 |                                   |                                                               |

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
|      |                                   |
|      |                                   |
|      |                                   |

### Names and addresses of advisers (Optional information)

| Type of adviser | Name            | Address                               |
|-----------------|-----------------|---------------------------------------|
| Accountant      | Daniel Harrison | Harrison House, Biggleswade, SG18 9RB |
|                 |                 |                                       |
|                 |                 |                                       |
|                 |                 |                                       |

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

|                                |  |
|--------------------------------|--|
| Other names client is known by |  |
|--------------------------------|--|

## Section B Structure, governance and management

### Description of the charity's trusts

|                                                                     |                             |
|---------------------------------------------------------------------|-----------------------------|
| Type of governing document<br>(eg. trust deed, constitution)        | Constitution                |
| How the charity is constituted<br>(eg. trust, association, company) | Charity                     |
| Trustee selection methods<br>(eg. appointed by, elected by)         | Elected by parent committee |

### Additional governance issues (Optional information)

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <p><b>You may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul> |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

| Section C | Objectives and activities |
|-----------|---------------------------|
|-----------|---------------------------|

|                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|---------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Summary of the objects of the charity set out in its governing document</b></p> | <p>To advance the education of children below compulsory age by;</p> <ul style="list-style-type: none"> <li>a) Providing safe and satisfying group play, in which the parents have the right to take part</li> <li>b) Encouraging other charitable activities through which parents may help the children</li> </ul> <p>Furthering the aims of the Preschool Learning Alliance.</p> <p>The provision of appropriate play, education and care facilities within a sessional care setting.</p> |
|---------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|
| <p><b>Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)</b></p> | <p>This year we have been able to support a high number of children with SEND and have supported two families in obtaining Educational Health Care Plans for their children which will support them in their school journey.</p> <p>We have been able to use grants to buy a nappy changer with steps so we can change our children SEND, many of whom stay with us longer and therefore are larger to lift and change. This means we cannot accommodate their needs and also protect the health and safety of the staff caring for them.</p> <p>We have also been able to update our facilities to make the resources more accessible for children to use. We have used our fundraising funds to purchase a new play area for the children to use. We have also used our fundraising funds to purchase a new play area for the children to use.</p> | <p>Summary of the main achievements of the charity during the year</p> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|

**Additional details of objectives and activities (Optional information)**

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

This year we have been able to support a high number of children with SEND and have supported two families in obtaining Educational Health Care Plans for their children which will support them in their school journey.

We have been able to use grants to buy a nappy changer with steps so we can change our children SEND, many of whom stay with us longer and therefore are larger to lift and change. This means we cannot accommodate their needs and also protect the health and safety of the staff caring for them.

We have also been able to update our inside furniture units for the children to make the resources more accessible for all children who attend the setting including those with additional needs and disabilities. We have used our fundraising funds to purchase a small cabin to be able to use as a library which can also be used to host professional meetings and parent meetings in a more private space.

Additional details of objectives and activities (Optional information)

- You may choose to include further statements, where relevant, about:
- policy on grant-making
  - policy programme related investment
  - contribution made by volunteers

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

Reserves are deemed to be sufficient to cover:

- 1) Statutory & contractual obligations in the event of closure
- 2) Contingency to cover cyclical variations in child numbers
- 3) Designated fund for specific projects

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity experienced unseen financial costs this year after heavy rainfall caused damage to part of our outdoor play area. This was a high, unexpected cost with some funds coming from fundraising, generous parents donations, a grant from the Parish Council and funds from the Charities own reserves.

It was also necessary for us to change the use of a section of our own land after we lost the use of a previous shared space. Again, this was a large, unexpected cost to the preschool.

## Section F

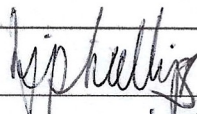
## Other optional information

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

|                                     |                                                                                     |                                                                                       |
|-------------------------------------|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| Signature(s)                        |  |  |
| Full name(s)                        | ABIGAIL SCHOFIELD                                                                   | Layna Phillips                                                                        |
| Position (eg Secretary, Chair, etc) | TRUSTEE                                                                             | Trustee                                                                               |
| Date                                | 15 <sup>th</sup> JUNE 2026                                                          |                                                                                       |



CHARITY COMMISSION  
FOR ENGLAND AND WALES

|                                                |                        |
|------------------------------------------------|------------------------|
| Charity Name<br><b>ASPLEY GUISE PRE-SCHOOL</b> | No (if any)<br>1195493 |
|------------------------------------------------|------------------------|

CC16a

## Receipts and payments accounts

|                        |                                |    |                              |
|------------------------|--------------------------------|----|------------------------------|
| For the period<br>from | Period start date<br>01-Sep-24 | To | Period end date<br>31-Aug-25 |
|------------------------|--------------------------------|----|------------------------------|

### Section A Receipts and payments

|                                                       | Unrestricted funds<br>to the nearest £ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|-------------------------------------------------------|----------------------------------------|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |                                        |                                      |                                     |                                 |                               |
| Income from Fees and normal activities                | 203,106                                | -                                    | -                                   | 203,106                         | 218,126                       |
| fundraising and donations                             | 7,308                                  | -                                    | -                                   | 7,308                           | 3,966                         |
| Interest                                              | 1,339                                  | -                                    | -                                   | 1,339                           | 1,738                         |
| Grants                                                | 9,474                                  | -                                    | -                                   | 9,474                           | 1,782                         |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total (Gross income for AR)</b>                | <b>221,226</b>                         | <b>-</b>                             | <b>-</b>                            | <b>221,226</b>                  | <b>225,612</b>                |
| <b>A2 Asset and investment sales, (see table).</b>    |                                        |                                      |                                     |                                 |                               |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                               | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>221,226</b>                         | <b>-</b>                             | <b>-</b>                            | <b>221,226</b>                  | <b>225,612</b>                |
| <b>A3 Payments</b>                                    |                                        |                                      |                                     |                                 |                               |
| Cost of sales - fundraising & uniform                 | 504                                    | -                                    | -                                   | 504                             | 2,502                         |
| Building costs                                        | 51,966                                 | -                                    | -                                   | 51,966                          | 21,130                        |
| Legal & professional                                  | 288                                    | -                                    | -                                   | 288                             | 272                           |
| Running costs                                         | 18,114                                 | -                                    | -                                   | 18,114                          | 17,212                        |
| Staff Costs                                           | 154,808                                | -                                    | -                                   | 154,808                         | 152,164                       |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>225,681</b>                         | <b>-</b>                             | <b>-</b>                            | <b>225,681</b>                  | <b>193,279</b>                |
| <b>A4 Asset and investment purchases, (see table)</b> |                                        |                                      |                                     |                                 |                               |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                               | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total payments</b>                                 | <b>225,681</b>                         | <b>-</b>                             | <b>-</b>                            | <b>225,681</b>                  | <b>193,279</b>                |
| <b>Net of receipts/(payments)</b>                     | <b>- 4,454</b>                         | <b>-</b>                             | <b>-</b>                            | <b>- 4,454</b>                  | <b>32,333</b>                 |
| <b>A5 Transfers between funds</b>                     | <b>-</b>                               | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>A6 Cash funds last year end</b>                    | <b>88,544</b>                          | <b>-</b>                             | <b>-</b>                            | <b>88,544</b>                   | <b>56,211</b>                 |
| <b>Cash funds this year end</b>                       | <b>84,090</b>                          | <b>-</b>                             | <b>-</b>                            | <b>84,090</b>                   | <b>88,544</b>                 |

## Section B Statement of assets and liabilities at the end of the period

| Categories           | Details                                                | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|----------------------|--------------------------------------------------------|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b> | Current Account                                        | 6,257                              | -                                | -                               |
|                      | Savings Account                                        | 76,015                             | -                                | -                               |
|                      |                                                        |                                    |                                  |                                 |
|                      |                                                        |                                    |                                  |                                 |
|                      |                                                        |                                    |                                  |                                 |
|                      |                                                        |                                    |                                  |                                 |
|                      | <b>Total cash funds</b>                                | <b>82,271</b>                      | <b>-</b>                         | <b>-</b>                        |
|                      | (agree balances with receipts and payments account(s)) | Agreement Error                    | OK                               | OK                              |

|                                 | Details       | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|---------------------------------|---------------|------------------------------------|----------------------------------|---------------------------------|
| <b>B2 Other monetary assets</b> | Other debtors | 734                                | -                                | -                               |
|                                 |               | -                                  | -                                | -                               |
|                                 |               | -                                  | -                                | -                               |
|                                 |               | -                                  | -                                | -                               |
|                                 |               | -                                  | -                                | -                               |
|                                 |               | -                                  | -                                | -                               |

|                             | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|-----------------------------|-----------------|--------------------------|
| <b>B3 Investment assets</b> |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |

|                                                     | Details          | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------------------------------|------------------|-----------------------------|-----------------|--------------------------|
| <b>B4 Assets retained for the charity's own use</b> | Office Equipment | 1085                        | -               | 458                      |
|                                                     |                  |                             | -               | -                        |
|                                                     |                  |                             | -               | -                        |
|                                                     |                  |                             | -               | -                        |
|                                                     |                  |                             | -               | -                        |
|                                                     |                  |                             | -               | -                        |

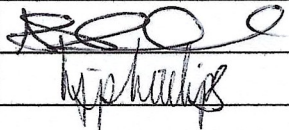
|                       | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|---------------------|
| <b>B5 Liabilities</b> |         |                                 |                       |                     |
|                       |         |                                 |                       |                     |
|                       |         |                                 |                       |                     |
|                       |         |                                 |                       |                     |
|                       |         |                                 |                       |                     |
|                       |         |                                 |                       |                     |

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

  
Layna Phillips

ABIGAIL SETHFIELD  
Layna Phillips

15/6/26  
15/6/26  
15/06/2026



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
ASPLEY GUISE PRE-SCHOOL

On accounts for the year  
ended

31 AUGUST 2025

Charity no  
(if any)

1195493

Set out on pages

1 - 7

(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 **31/08/2025**.

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

Alice Hancock

Date: 12/06/2026

Name:

Amy Claire Hancock

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

FCCA

Address:

Suite 2, Ashton Square Business Centre, 22 Ashton Square  
Dunstable, Beds  
LU6 3SN

**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.**

N/A