

CALDECOTE PRESCHOOL

REPORT AND ACCOUNTS

FOR THE PERIOD ENDED 31ST AUGUST 2023

Principal Address:
Caldecote Preschool
C/O Caldecote Primary School
Highfields Road
Highfields Caldecote
Cambridge
CB23 7NX

Independent Examiner:
TC Group
Suite 501
The Nexus Building
Broadway
Letchworth Garden City
SG6 3TA

A charitable incorporated organisation registered in England and Wales

Registered Charity no: 1195881

OFSTED Unique Reference no: 2671272



Trustees' Annual Report for the period

From 01.09.2022 **Period start date** **To** 31.08.2023 **Period end date**

Charity name: Caldecote Preschool

Charity registration number: 1195881

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">(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;
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 all of our work we (the Trustees) have regard to the guidance issued by the Charity Commission on public benefit.</p> <p>Our main activity is to deliver, the Early Years Foundation Stage within our fully inclusive setting. We cater for children from 2 years 3 months – 4 year olds.</p> <p>We employ a Manager and a Deputy who oversee and manage our other Early Years Practitioners. All practitioners contribute to daily planning of activities to meet the needs and interests of the children attending our setting. We deploy a key person approach to ensure that the progress and well-being of all individual children is constantly monitored and next steps feed into future planning.</p> <p>Our Process of CPD allows staff access a variety of training that enhances their skills, hence successfully meeting the needs of the children in our care. We follow a child led approach and help to facilitate this by providing a stimulating learning environment which promotes independence. We listen to the views of children, parents and staff and use this feedback to inform our development plan. We accurately assess our children using both statutory and non-statutory guidance. (Birth to 5, Development Matters and EYFS statutory</p>

		<p>framework)</p> <p>We support children with SEND and successfully apply for funding to provide enhanced staffing. We work with outside agencies to fully support the child's development. We have 2 members of staff who attend yearly designated SENCo training.</p> <p>We develop positive relationships with parents and carers and keep them informed of their children's progress and development. We value all children as individuals and celebrate Britain's diversity of culture of ethnicity. We help the children in our care to be happy and healthy.</p> <p>We provide daily hot meals (at an additional cost) and children are involved in planning the menu and serving their meals.</p> <p>We have policies and procedures in place for all aspects of safeguarding, child protection and health and safety, and we use staff training days and meetings to ensure all staff are fluent in these. We follow the recommendations offered by our Cambridge County Council improvement advisor and the guidance available from the Early Years Alliance (formally the Preschool Learning Alliance).</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees act within the guidance issued by the Charity Commission on public benefit, as set out in our constitution.

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	
Contribution made by volunteers	Para 1.38	Trustees give their time for free and receive no financial benefit. We are a CIO to reduce the financial liability and risk to Trustees.

Other		
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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 start of the academic year was a huge change for the preschool with the previous Manager having retired in the summer. Our new Co-Manager took over the full manager role alongside our experienced deputy. We also had a new member of staff join the team. We continued to try and promote our wrap around provision, which had been low on numbers with some sessions were running at a loss. This was not as successful as we would have liked and by the end of the year, the Trustees voted to remove the after school sessions. We spoke to the after school provision at the school and they were happy to take any preschool children needing after school care. This only affected a few families and parents were happy with this arrangement as they felt it was good transition for starting school.</p> <p>We implemented a winter cost of living payment to staff as part of our previous year's surplus. This was welcomed by staff.</p> <p>Throughout the year we continued to welcome new children and families to our community. We noticed that children needed support speech and language skills (probably due to effect of COVID) so looked at how we could support this in the setting, creating opportunities for children to develop their vocabulary and interaction skills. Children at the setting continued to make good progress within all areas of development. Staff share children achievements with parents through an online platform, sharing pictures, observations and next steps. Children enjoy coming to preschool.</p> <p>We organised bake sales and also Christmas and summer events for parents which was well received.</p> <p>Another successful year.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
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	We continue to maintain a strong financial position despite difficulties within the Early years Sector. We posted a surplus of £351.90 It is intended that this will be used to continue to offer staff a cost of living payment over the winter months.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We hold our reserves to ensure that if the charity were to dissolve that we would have the funds to pay staff their redundancy money in accordance with their contracts. We also keep reserves to ensure that we have enough money to pay our staff their contracted hours should we have lower attendance (less income) than usual.
Amount of reserves held	Para 1.22	£143,547.13
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 principal source of funds is early years funding entitlement for 2, 3 & 4 year olds that is paid to us by Cambridgeshire County Council. Parents who may not be eligible for this funding will also pay fees. We have raised a small amount through fundraising £140.40
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:		Constitution of a Charitable Incorporated Organisation whose only voting members are its charity trustees (Charity Commission Model Constitution)
Type of governing document (trust deed, royal charter)	Para 1.25	Trust
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 can be appointed by current Trustees. We need 3 Trustees.

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	Caldecote Preschool
Other name the charity uses	N/a
Registered charity number	1195881
Charity's principal address	Caldecote Preschool Highfields Road, Highfields Caldecote, Cambridge CB23 7NX

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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	Jemma Hoban	Chair		
2	Helene Catherine Stewart	Trustee		
3	Louisa Joyce	Trustee		
4	Farah Clarke	Trustee		
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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

N/A

Other optional information

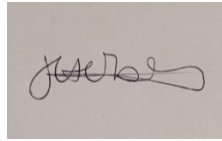
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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Jemma Hoban

Position (eg Secretary,
Chair, etc)

Chair

Date

25/09/2024

CALDECOTE PRESCHOOL
REGISTERED CHARITY NO 1195881
RECEIPTS AND PAYMENTS FOR THE YEAR TO 31st AUGUST 2023

	Period to 31st August 2023 £	Period to 31st August 2022 £
Income		
Covid-19 Grants	-	96.35
Early Years Funding	104,759.76	70,169.16
Non-Funded Income	19,347.40	11,573.50
School Meals	6,573.20	4,015.30
Graduate Leader Fund	-	-
Uniform Sales	239.00	26.00
Fundraising Income	140.40	785.41
SENIF	2,317.72	-
Total Income	133,377.48	86,665.72
Less Operating Expenses		
Advertising & Marketing	-	462.00
Art & Craft Consumable	430.10	197.36
Bank & Payment Processing Charges	303.71	687.54
Bookkeeping & Accounts	3,270.00	1,356.25
Books & Publications	27.95	37.75
Fundraising Expenses	190.18	269.11
Furniture & Equipment	2	1,544.75
Gifts & Events	233.62	317.96
Health, Hygiene & Cleaning	1,982.12	1,124.12
Insurance	797.55	665.47
Lunches	2,848.45	1,346.45
Pensions	1,269.49	629.85
Printing & Office Supplies	558.61	138.03
Postage & Delivery	5.94	11.95
Professional Fees	586.00	197.25
Recruitment	83.94	-
Rent	4,018.80	2,670.00
Repairs & Maintenance	279.48	860.27
Salaries & Pensions	108,198.41	55,329.86
Subscriptions	664.53	114.80
Telephone & Internet	1,274.16	475.99
Toys & Resources	261.75	1,040.55
Training	497.40	475.55
Uniform & Clothing	493.44	767.47
Website & Email	43.20	12.59
Total Operating Expenses	129,863.58	70,061.77
Surplus/Deficit	3,513.90	16,603.95
Cash balances b/f	140,033.23	123,429.28
Balances c/f	143,547.13	140,033.23

CALDECOTE PRESCHOOL
REGISTERED CHARITY NO 1195881
STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR TO 31st AUGUST 2023

	Notes	Period to 31st August 2023 £	Period to 31st August 2022 * £
RESERVES			
Transferred from Caldecote Playgroup		-	123,429.28
Balance b/f		140,033.23	-
Excess income over expenditure		3,513.90	16,603.95
Total reserves		<u>143,547.13</u>	<u>140,033.23</u>
CASH FUNDS			
Current Account - Santander		-	28,421.51
Community Account - The Co-operative		143,547.13	111,611.72
Petty Cash		-	-
Cash Account		-	-
Total cash funds		<u>143,547.13</u>	<u>140,033.23</u>
LIABILITIES			
Independent Examination Costs	3	540.00	360.00
Early Years Funding Received in Advance	4	17,625.51	19,796.15
PAYE/NI	5	872.49	831.14
Total liabilities		<u>19,038.00</u>	<u>20,987.29</u>
FUNDS OF THE CHARITY			
Restricted funds		-	-
Unrestricted funds		143,547.13	140,033.23
Total charity funds		<u>143,547.13</u>	<u>140,033.23</u>

* It should be noted that this represents the period 10th February - 31st August 2022 only.

NOTES TO THE ACCOUNTS

1 ACCOUNTING POLICIES

Basis of Accounting

The financial statements have been prepared on the receipts and payments basis.

Income

All income is included at the time of receipt.

Expenses

All expenditure is accounted for at the time of payment.

2 EQUIPMENT

All equipment purchased by the charity is included under these headings as an expense. No items have been capitalised.

3 INDEPENDENT EXAMINATION COSTS

A sum of £540 has been designated towards Independent Examination cost for prior years.

4 EARLY YEARS FUNDING

£17,625.51 of Early Years Funding relating to Autumn Term 2023 was received on 30th August 2023.

5 PAYE/NI

PAYE and NI relating to August 2023 remains due for payment during September 2023.



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Caldecote PreSchool

On accounts for the year
ended

31 August 2023

Charity no
(if any)

1195881

Set out on pages

(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 August 2023.

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:

Date:

11/03/2025

Name:

Alison Price

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

FCA

Address:

TC Group

The Nexus Building, Broadway, Letchworth Garden City SG6 9BL

Only complete if the examiner needs to highlight 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.