

## **Hellesdon Community Preschool**

### **Our Vision**

**“With the support of our families and our community, we aim to put children at the heart of everything we do, and to prepare all of our children to achieve positive outcomes and learn practical life skills through play and well-informed adult guidance.”**

### **Report of the Trustees for the year ended 31<sup>st</sup> August 2025**

The trustees present their report with financial statements of the charity for the year ending 31<sup>st</sup> August 2025.

The trustees are currently made up of staff, parents, and local school staff. Termly trustee meetings are held with the preschool manager to discuss a wide range of agenda items, including budgets, fundraising, safeguarding, staffing, and any other relevant agenda items.

The setting has adopted the Early Years alliance policies. We work closely with the Early Years Team and Norfolk County Council, and other professionals, to support each child's individual needs. We have a close relationship with our main feeder school and have an excellent, well planned transition schedule.

### **Objectives and Aims**

To provide a child-friendly environment that is safe, secure, caring and stimulating.  
To enhance the development and education of children through play.

**We collaborate with parents and carers to offer an excellent quality service based on each child's individual needs.**

### **Public Benefit**

The preschool is open to all children from 2 years to 9 months old. Without any catchment area, nationality, religious or other restrictions, until they can enter infant school. Early years funding is available from when the children start at the preschool, until they can enter reception class at the infant school.

We are a large preschool located within Kinsale Infant School. We rent two classrooms from the school which have been knocked through to make one large room. We have a large outside area with a mud kitchen, under cover canopy and an area that provides children with elements of a forest school. We offer free flow play for most of the session.

Hellesdon Community Preschool is open Monday to Friday, term time only. We offer 2-year-old funded places, 3-4-year-old funded places and the 30-hour entitlement.

We offer flexibility to parents by being open from 8.30am to 4.00pm. Our current fees are £18.00 for a three-hour session. Children may join the preschool once they are 2 years and 9 months old.

We hold regular fundraising events throughout the year to raise money towards the running of the setting and purchasing added resources.

### **Achievement and Performance – Charitable activity**

We have an Ofsted grading of “Good,” and the staff and trustees are working hard to ensure that we maintain our standards and provide high quality childcare.

We support children who are in receipt of Early Years Pupil Premium. We work closely with parents/carers to offer support in the home environment. We work hard to ensure that individual children make progress throughout the year.

The staff team access high quality training which is then cascaded back to the setting to enable all staff to make improvements. The setting currently has one member of staff with a Bachelor’s degree with Honours at level 6, in Early Childhood and Education, integrated working with families, and is currently working towards a master’s degree in psychology. One staff member is a level 4 in Early Years Childhood and Education, integrated working with families. Six staff members at level 3 Early Years Education, one with a Degree in Healthcare and Play Specialism and two staff members at level 2 Early Years Education.

We offer home visits to ensure that Early Years Educators gain knowledge regarding different family cultures, practices, and history, as we recognise and value that all families are different. A home visit is a lovely opportunity for the relationship to form between a child, parent, and their key person.

Our sensory room and literacy area are a great asset to our setting and is thoroughly enjoyed by the children.

### **Future plans**

We are still in the process of enquiring about having a new pathway and new wet pour for the outdoor area, we may be able to source some funds for this once we have got some quotes, which we are in the process of doing. We have been lucky enough to fundraise for some woodchip for our larger garden area and have had some donated

We are continuing with the forest school approach and have adapted our mud garden to incorporate a vegetable patch which is flourishing, and providing a lot of enjoyment for the children.

We use ‘Tapestry’ to record children’s progress and share this with parents; this can be transferable to the receiving infant school provided parents agree.

We have a good relationship with Kinsale Infant School and are continuing to improve our transition process.

## **Fundraising**

We have been able to replace some of our unreliable garden and small world resources. We have been able to purchase some mats for our sensory room and for our quiet area in line with the safer sleep requirements. The children have appeared to enjoy the new sensory mirrors, dolls, small world animals and insects that we have been able to purchase. The garden is now enhanced with a new larger sandpit for the children to explore, with added resources for digging and pouring. New water play resources have been added to our sensory water tray. The vegetable garden is flourishing with new soil in the vegetable patch along with seeds and vegetable plants. We have put up some sensory items inside and outside of the setting to create a calming environment for those children that need to regulate.

We have been able to replace the administration laptop as the old one was not able to update.

Our fundraising events have been highly successful. We have introduced a Christmas fair which has allowed us to spend time with new children and their families in readiness for our January intake.

We are incredibly grateful for our parent's generosity. We thank the parent's staff and the trustees for all their support.

Hellesdon Community Pre-school  
Registered Charity Number 1036162  
Summary Income & Expenditure Report  
1st September 2024 - 31st August 2025

	Notes	1/9/24-31/8/25 2024/25 £	1/9/23-31/8/24 2023/24 £	Notes for 24/25
<b>Income</b>				
<i>Funding &amp; Fees</i>				
Norfolk County Council Core Funding		133,556.94	159,919.74	Core Funding for 3yr olds from the beginning of the term following their third birthday went upto £5.28 from April 25.
Parent Fees Collected		9,331.80	13,370.00	Unfunded children and hours not funded charged at £6.00 per hour
Other Norfolk County Council Funding		44,268.58	25,268.97	£31,078.62 2 years, £2,922.72 EYPP, £9,313.94 SEN, £953.30 DEP Deprivation Payment depending on postcode as to whether the child is eligible is at £0.21 per hour per child
<i>Other Income</i>				
National Milk Reimbursement Income		0.00	0.00	
Parent Snack/Consummable Donations		1,628.60	1,856.50	£1107.24, snack, £521.36 consumables - Voluntary donations from parents
Donation & Parent Donations		25.00	96.60	Donations made by parents
Clothing Sales		583.08	555.00	
Bank Interest		0.00	0.00	
Other Income		90.00	0.00	£90.00 parent bought our old printer
Grant Received		0.00	0.00	
<i>Fundraising Income</i>				
3rd Party Fundraising		36.00	33.60	Per attached
<b>Total Income</b>		<b>192,160.65</b>	<b>204,716.78</b>	
<b>Expenditure</b>				
<i>Staff Costs</i>				
Wages		135,374.01	140,891.98	
EYPP/NCC Refund/SEN Hours		3,130.05	7,736.25	Staff wages to allow staff to carry out 1 to 1 support with children that are in receipt of EYPP & SEN so these hours are paid for from EYPP and SEN
Tax & National Insurance		16,175.93	16,532.53	Includes £10,000 NIC Employment Allowance
Nest		5,644.26	5,315.92	3% employer contribution, with the employee making a 5% contribution
Other Staff Costs		1,313.18	927.14	Training, DBS checks, Staff wellness etc
<i>Professional fees</i>				
Bookkeeping		1,618.00	1,427.60	
<i>Memberships</i>				
Insurance		865.48	850.02	Includes payroll software licence as required under HMRC RTI rules, credit card annual fee, Scholastic Ltd, Tapestry, Ofstead, Lottery Licence, PRS for Music, M A Education, Twinkl annual membership, ICO and Nursery World and Prime
		1,630.38	1,448.01	Pre school Learning Alliance
<i>Premises Costs</i>				
Rent		159.16	11,416.01	Rent & Secure Storage Rent not paid as waiting for invoice -Approx £12,400.00
Maintenance		450.25	246.72	
Broadband / Telephone		1,792.39	1,930.48	Mobile phone, Broadband and Zoom
Cleaning, Hygiene		1,380.55	1,966.87	Includes purchases such as wipes, sanitisers etc /Accident Books/Water cooler/nappy bin.
<i>Educational costs</i>				
Toys purchased / hired		1,540.17	2,123.93	Lots of different toys and books etc were bought from the fundraising and EYPP/SEN funds
<i>Overheads</i>				
Stationery & Postage/laptop		3,823.01	3,496.97	Includes Mayday hire of printer, McAfee subscription, postage, Microsoft Office 365, Birthday Cards, Files and all stationery items
Consumables		744.76	988.88	Includes batteries/paints & craft supplies, this is taken from the consumables donations
<i>Other Costs</i>				
Snacks		1,514.22	1,633.85	
Clothing for resale	2	533.33	472.50	
EYPP/SEN Spend		6,210.25	3,163.21	This was from the eypp & SEN fund for EYPP children to pay for 1 to 1 sessions, toys bought for EYPP children etc
Committee Expenditure		246.00	0.00	
Other costs			0.00	
Professional Fees			0.00	
Grant/donations		1,410.22	100.43	
Petty Cash				
Capital Equipment Purchased			0.00	
Bank Charges		70.08	72.10	
<i>Fundraising Costs</i>				
3rd Party Fundraising	1	1,060.11	1,449.90	
		36.00	33.60	
<b>Total Expenses</b>		<b>186,721.79</b>	<b>204,224.90</b>	
<b>Excess of Income/Expenses</b>		<b>5,438.86</b>	<b>491.88</b>	

£5,438.86  
-£17,400.00 RENT  
sen/eypp//r b/f  
£13,920.00 Should get 80% back of rent  
£1,958.86

Statement of Assets

	As at 31st August 2025	As at 31st August 2024	
Cash	£0.00	£0.00	1758.31
Current Account	£94,047.51	£88,608.65	11.76
Deposit Account	£0.00	£0.00	2478.9
Uncleared income	£0.00	£0.00	9603.17
Unrepresented payments	£0.00	£0.00	
	<b>£94,047.51</b>	<b>£88,608.65</b>	
<b>Closing Book Balance</b>	<b>£94,047.51</b>	<b>£88,608.65</b>	

Notes

- 1  
2

Accounts Independently Checked by:

Signature:

Name:

Date:

£5,438.86  
-£17,400.00 RENT  
£13,920.00 Should get 80% back of rent  
  
£1,958.86 Profit

# Hellesdon Community Pre-school

Registered Charity Number 1036162

## Fundraising Schedule

Event	Income	Expenses	Donations	Profit	Profit
	2024/25	2024/25	2024/25	2024/25	2023/24
	£	£	£	£	£
Wreaths & Raisins	34.43			34.43	61.68
Dress up Halloween	14.00			14.00	7.81
T-Towels	309.00	168.00		141.00	104.76
Cake Sale - October	25.00			25.00	46.65
Cookies/Film Day	11.00			11.00	32.00
Xmas Jumper Day	19.00			19.00	25.00
Xmas photos	196.00	17.98		178.02	339.64
Xmas Fayre	297.16	196.34		100.82	117.00
Xmas Shop	184.00	32.25		151.75	73.22
Easter Fayre	388.75	231.32		157.43	174.09
Easter Bags				-	109.02
Book Sale				-	6.00
Feb cake Sale	35.50			35.50	22.75
Sponsored Get Fit				-	80.00
Get Moving Challenge				-	72.03
Summer Fayre	362.24	207.19		155.05	230.06
World Book Day	7.50			7.50	23.00
Red Nose Day	29.00	8.50	10.00	10.50	15.00
Red nose Day Dress up				-	33.60
Mothers Day	205.00	107.62		97.38	93.34
Fathers Day	145.00	90.91		54.09	104.87
End of Year Activities				-	- 32.44
Graduation Photos	127.50			127.50	345.00
Sponsored Sing	104.00			104.00	-
Children In Need	45.07			45.07	-
Paw Patrol	51.00		26.00	25.00	-
Tuck Shop	86.50			86.50	85.39
<b>Total Fundraising</b>	<b>2,676.65</b>	<b>1,060.11</b>	<b>36.00</b>	<b>1,580.54</b>	<b>2,169.47</b>



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

Helleston Community Pre-School

On accounts for the year  
ended

8/25

Charity no  
(if any)

1196447

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 08/25/2025.

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:

M Cooke

Date:

9/6/26

Name:

MRS MICHELE COOKE

Relevant professional  
qualification(s) or body





Section A

Independent Examiner's Report

Report to the trustees

Charity Name

Helleston Community Pre-School.

On accounts for the year  
ended

8/25

Charity no  
(if any)

1196447.

Set out on pages

(remember to include the page numbers of additional sheets)

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basis of report

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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

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undertake the examination by being a qualified member of [insert name of  
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- the accounting records were not kept in accordance with section 130  
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- 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.

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Signed:

M Cooke

Date:

9/6/26

Name:

MRS MICHELE COOKE

Relevant professional  
qualification(s) or body

(if any):

Address:

## 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.

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