

HOLMWOOD PRESCHOOL WALLINGTON

TRUSTEES ANNUAL REPORT FOR THE PERIOD 01/04/2024 TO 31/03/2025

Holmwood Preschool Wallington

Wallington URC

20 Stanley Park Road,

Wallington

SM6 0EU

Charity Commission number: 1196919

Companies House number: CEO27452

Trustees:

Sheila Cruchley (Chair)

Lynn Skelton (Secretary)

Craig Bowman (Minister of WURC, ex officio)

Karen Green (day to day Manager, ex officio)

Christopher Jackson

Bookkeeping: Prepared Ltd

Payroll Services: Essential Payroll

Objectives

The object of the CIO is:

To advance the education of children of pre-school age by the provision of safe and satisfying learning through play by:

- i. providing a safe stimulating environment ensuring equal opportunities for all children regardless of race, culture, religion, gender, home circumstances and medical background
- ii. promoting public interest in and recognition of the needs of pre-school children and their families.
- iii. adhering to national and local requirements for early years settings.

Holmwood Preschool Wallington

This period covers the first full financial year of operation as a CIO, the preschool having previously been an activity of Wallington United Reformed Church for many years. The preschool now operates under a signed Licence to Occupy and pays rent to Wallington United Reformed Church at an agreed rate. We also have a separate agreement relating to the storage of equipment on the premises.

Trustees

The Trustees meet quarterly by zoom. Occasional discussions are held via email if an urgent matter needs addressing.

Our constitution provides for potential Trustees to be nominated by the church, by the preschool staff and by the parents or carers of children attending the preschool. The Trustees may also appoint others who they feel would bring relevant skills and expertise to the operation of the CIO. The current Trustees are members of the church, the Minister and the Preschool Manager.

Parents and Carers are eligible to become Trustees but we have not yet managed to attract anyone to take this on. This is partly because children often only stay for one year now and not for two as used to happen before. All Trustees are appointed in accordance with our Constitution.

Management structure

In addition to the staff who directly look after the children, directed day to day by our Manager, we have a paid bookkeeper and a paid administrator who is the primary contact with the local authority and prospective parents. We also buy in payroll and accountancy services which had been provided by a volunteer until 2022.

The Chair of Trustees manages the HR functions and is also the primary contact for the Manager for all issues ranging from outbreaks of infectious diseases, premises problems, supporting families in need, and staffing needs. The Chair also liaises with the bookkeeper to form a Finance Sub-Committee, which makes financial decisions that are reported to the Trustees, or, where appropriate, seeks permission from the Trustees. The Secretary may also be involved in Finance Sub-Committee discussions.

Finances and Banking

Income

As an Ofsted registered preschool, we receive funding for each child's place from the government via the Local Authority. This takes account of children's ages, number of sessions attended, social situation and any special educational needs. The government funding for two-year olds is higher than for three- and four- year olds but when parents of a two-year old child do not meet the criteria for funding we ask them to pay at the lower rate. We have held our fees from parents at the lower rate in order to make the preschool more accessible for parents, and we sometimes provide additional subsidies to children whose families are in need.

Local authority funding is increased each April; the 2023-24 and 24-25 increases were greater than in previous years. That has made a big difference to the financial health of the preschool, as can be seen in our accounts.

Expenditure

Our expenditure is primarily on staff wages, administrative services, payment for use of the premises, public liability insurance and membership of the Early Years Alliance. The increase in government funding has meant that we were able to award the staff a bigger annual pay increase than usual, from April 2024. Wages will be reviewed annually to ensure that our staff are remunerated fairly and sustainably to help us to retain and attract high quality staff.

We subscribe to the Tapestry secure online reporting system to track each child's progress and engagement. Staff regularly upload photos and observations, and each family can access their own child's records at any time. This system is excellent value for money and is included in the accounts under Support Costs.

Equipment is sometimes bought new and sometimes via online channels such as Facebook Marketplace; materials are occasionally provided by staff, or other friends of the preschool. Each December we identify specific projects on which to focus the available resources, e.g. refreshing the home corner, water play, cosy seating for the book corner etc.

Banking

Holmwood Preschool has three accounts with the Trustee Savings Bank. The Main Account is used for all day-to-day transactions, including paying the wages each month. Funding payments from the Local Authority are also made into this account. The Reserve Account holds sufficient funds to cover three months of costs in case we have to suspend operations for a catastrophic event such as flooding. This account earns a small amount of interest. The third account is kept for card payments, and is mostly used to facilitate online procurement. The card is held by the Preschool Manager and money is transferred into the account as requested to cover specific purchases.

We are very cautious about spending, and as a result the preschool finances are very healthy.

Our Activities

Holmwood Preschool provides a nurturing environment for young children before they reach statutory school age. It runs morning sessions on Monday to Friday during term time for 38 weeks of the year. Each session lasts for 3 hours and there is an optional Lunch Club for a further hour, three times per week. Eighteen children attend each session, and there are usually four staff, which means that our staff/children ratio exceeds the required level. We have five staff who are all qualified in Early Years provision (Early Years teacher, Diploma, NVQ 3 and NVQ2). Safeguarding the children is our highest priority, and all daily routines take this into account as the children use the toilet and play inside and out. They also have use of the large hall, which can be accessed from the preschool garden and internal stairs within the premises. This is tucked away from routes used by other users of the Church buildings. This year the stairwell was redecorated and updated with new carpet and wall stickers, as it enables quicker and more secure transfer between the main preschool areas and the large hall.

How is Holmwood Preschool CIO's purpose beneficial?

The Trustees have had regard to the Charity Commission's guidance on public benefit. Holmwood Preschool CIO benefits the children on its roll and their families by giving nurturing and stimulating educational experiences with the well-being of the children as the first priority.

Parental satisfaction is high. They say that they find the staff nurturing, knowledgeable and professional and feel reassured by the fact they are always around to respond to any questions or concerns. This has been achieved even with parents who were not able to visit or introduce their child to preschool by being there with them. From the way the children talk to their parents/carers about their day and the way they are eager to come to preschool, parents comment that it is clear that our staff have strong relationships with all the children.

Who benefits from the CIO's purpose?

The beneficiaries are the children, their parents and their wider family.

The benefit to the children is that they thrive and develop their curiosity, their engagement with their learning, their relationships with other children, their language and through that, their understanding of the world. Staff value the home experiences of each child and build on the partnership with each family.

All parents benefit by having confidence in the setting, that the preschool will cherish their child and keep them safe as well as providing educational experiences that will develop their child's social, emotional, physical and intellectual development.

Parents who find the separation from their child a difficult process are helped to manage this; they find that the evident happiness of their child and good communication from the preschool settles their own anxiety.

Parents with a child whose development is giving concern benefit from additional communication. Plans are made in partnership with the parents so the child benefits by having their parents and the preschool working on the same strategies. If further intervention is needed meetings are brokered by the staff with expert advice from the local authority early years SEND advisors.

In addition to the funding adjustments referred to earlier, we look for opportunities to support families in need both practically and financially.

Providing for Children with Additional Needs

During this reporting period there were two children on roll who had an Education Health & Care Plan (EHCP). These were drafted in conjunction with parents and the Local Authority Adviser by our Manager, who is also our Special Needs & Disabilities Coordinator (SENDCO). Two other children had a smaller degree of Special Educational Needs. The high level of needs during the summer term of this reporting period required a great amount of extra work by the Manager and one assistant. A staff change during the year meant that we needed to recruit a new suitably qualified and very experienced Early Years Level 3 assistant who was able to be with us from March 24 until those children went to their Primary schools in the summer of 2024.

One of the families whose child has an EHCP negotiated with the Local Authority for her to stay at Holmwood for her school Reception year (Sept 2023 to July 2024), because of the great progress she was making at preschool, and she blossomed.

The following academic year starting in September 2024 brought a new cohort of children several of whom have speech, language and communication problems and English as an additional language. These children are being supported in their development by carefully planned focused activities identified in Individual Education Plans. These were prepared by our SENDCO/Manager after taking advice from the Local Authority Adviser.

Parent and Carer Involvement

At the beginning of this reporting period, in the summer of 2024, we had a number of parents/carers who had long-standing links with Holmwood as their older children had previously passed through the preschool. It was particularly special for them to be able to bid farewell in July to a member of staff who retired after 29 years working at Holmwood. There was a great deal of appreciation from the parents for her very strong relationships with their children especially at first when the children started shy and sometimes tearful.

Several mothers dropping off children do not speak English and the Manager has worked hard to communicate with them in a variety of ways.

One child's grandmother joined the staff at preschool after her grandchild transferred to school which is a testament to the sense of belonging engendered at Holmwood.

In the Autumn term of 2024 we attempted to begin building a sense of community amongst the parents. A coffee morning was arranged but only one parent came. It established useful links between that parent, the Chair and Secretary, but clearly did not achieve the aim of developing a parent community. This has been the only attempt to date due to ill-health. It was recognised


that many of the parents go to work as soon as they drop off their child so no further attempt has been made this year.

With backing from the Manager and staff, the new cohort of parents and carers supported the children's Christmas performance of songs telling the Nativity story by providing mince pies, cakes, teas and coffees. This was a very popular event with the relatives and friends of the families attracting about 50 adults.

Agreed at the Trustees meeting on the 13th January 2026

Role/Name /Signature

Date

Chair SHEILA CRUCHLEY 

13/01/2026

Trustee KAREN GREEN (SGreen)

13/01/2026,

Report of the Trustees and
Financial Statements for the Year Ended 31 March 2025
for
HOLMWOOD PRESCHOOL WALLINGTON

HOLMWOOD PRESCHOOL WALLINGTON

Report of the Trustees
for the Year Ended 31 March 2025

The trustees present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of 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 2019).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1196919

Principal address

20 Stanley Park Road

Wallington

Surrey

SM6 0EU

Trustees

Approved by order of the board of trustees on 13th Jan 2026 and signed on its behalf by: SHEILA CRUCHLEY

CHAIR OF TRUSTEES

Trustee

HOLMWOOD PRESCHOOL WALLINGTON

Statement of Financial Activities
for the Year Ended 31 March 2025

	Unrestricted fund	Total funds
£	£	£
31.3.25	31.3.24	
INCOME AND ENDOWMENTS FROM		
Charitable activities	78,682	82,141
Preschool		
Investment income	400	289
2		
Total	79,082	82,430
EXPENDITURE ON		
Charitable activities	79,760	72,350
Preschool		
Other	732	720
Total	80,492	73,070
NET INCOME/(EXPENDITURE)	(1,410)	9,360
RECONCILIATION OF FUNDS		
Total funds brought forward	38,265	28,905
TOTAL FUNDS CARRIED FORWARD	36,855	38,265

The notes form part of these financial statements

HOLMWOOD PRESCHOOL WALLINGTON

Balance Sheet
31 March 2025

	Notes	Unrestricted fund	Total funds
FIXED ASSETS			
Tangible assets	5	627	207
CURRENT ASSETS			
Debtors	6	-	75
Cash at bank and in hand		38,484	43,118
		<u>38,484</u>	<u>43,193</u>
CREDITORS			
Amounts falling due within one year	7	(2,256)	(5,135)
NET CURRENT ASSETS		<u>36,228</u>	<u>38,058</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		36,855	38,265
NET ASSETS		<u>36,855</u>	<u>38,265</u>
FUNDS	8		
Unrestricted funds		36,855	38,265
TOTAL FUNDS		<u>36,855</u>	<u>38,265</u>

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements
The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income
All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets
Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Taxation
The charity is exempt from tax on its charitable activities.

Fund accounting
Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits
The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. INVESTMENT INCOME

Interest receivable - trading		
	£	£
	31.3.25	31.3.24
	400	289

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

Unrestricted
fund
£

INCOME AND ENDOWMENTS FROM

Charitable activities
Preschool

Investment income

Total

82,141
289
82,430

EXPENDITURE ON

Charitable activities
Preschool

Other

Total

72,350
720
73,070

NET INCOME

9,360

RECONCILIATION OF FUNDS

Total funds brought forward

28,905

TOTAL FUNDS CARRIED FORWARD

38,265

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

continued...

HOLMWOOD PRESCHOOL WALLINGTON

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

8. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

Unrestricted funds	General fund	TOTAL FUNDS
Incoming resources	£	79,082
Resources expended	£	(80,492)
Movement in funds	£	(1,410)

Comparatives for movement in funds

Unrestricted funds	General fund	TOTAL FUNDS
At 1.4.23	£	28,905
Net movement in funds	£	9,360
At 31.3.24	£	38,265

Comparative net movement in funds, included in the above are as follows:

Unrestricted funds	General fund	TOTAL FUNDS
Incoming resources	£	82,430
Resources expended	£	(73,070)
Movement in funds	£	9,360

A current year 12 months and prior year 12 months combined position is as follows:

Unrestricted funds	General fund	TOTAL FUNDS
At 1.4.23	£	28,905
Net movement in funds	£	7,950
At 31.3.25	£	36,855

HOLMWOOD PRESCHOOL WALLINGTON

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

8. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds	161,512	(153,562)	7,950
General fund	161,512	(153,562)	7,950
TOTAL FUNDS	161,512	(153,562)	7,950

9. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

HOLMWOOD PRESCHOOL WALLINGTON

Detailed Statement of Financial Activities
for the Year Ended 31 March 2025

£ 31,325
£ 31,324

INCOME AND ENDOWMENTS

Investment income 400
Interest receivable - trading 289

Charitable activities

Fees from parents 2,457
Fees from LBS 75,446
Lunch Club 579
Fundraising 200
640

82,141

79,082

Total incoming resources

EXPENDITURE

Charitable activities

Wages 61,289
Pensions 636
Rent, rates & water 9,438
Insurance 650
Postage & stationery 111
Administration 2,816
Cleaning 27
Freelance services 360
Consumables 622
Training 124
Subscriptions 1,381
Travel & subsistence 257
Repairs & renewals 1,491
Advertising 240
Equipment 109
Depreciation of tangible fixed assets 209
72,350

Support costs

Governance costs 732
Accountancy and legal fees 720

Total resources expended 80,492

Net (expenditure)/income (1,410)

9,360

This page does not form part of the statutory financial statements

Contents of the Financial Statements
for the Year Ended 31 March 2025

Page	
1	Report of the Trustees
2	Statement of Financial Activities
3	Balance Sheet
4 to 8	Notes to the Financial Statements
9	Detailed Statement of Financial Activities

**Examination of the financial statements for the year ended 31 March 2025, for
HOLMWOOD PRESCHOOL WALLINGTON**

My examination was carried out in accordance with the general directions given by the Charity Commission. It included a review of the accounting records kept by the organisation and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and the pursuit of explanations from Trustees about such matters. The procedures undertaken do not provide all the evidence that would be required in an audit. 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.

In connection with my examination, no matter has come to my attention: (1) which gives me reasonable cause to believe that in any material respect the requirements (a) to keep accounting records and (b) to prepare accounts which accord with those accounting records, 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.



Philip Hyde, CPFA

18 December 2025