

## **ANNUAL TRUSTEES REPORT**

Accounting period – September 2023 to August 2024  
Churchinford Pre-school CIO  
Registered number: 1200653

### **Charities principal address;**

Churchinford Pre-School, Churchinford, Taunton, TA3 7RG

### **Trustees;**

Naomi Harris-Sparks (Chair) Appointed 29<sup>th</sup> October 2023  
Hannah Dyke (Trustee) Appointed 5<sup>th</sup> January 2024  
Gemma Sparks (Trustee)  
Di Chappell (Trustee) Resigned 5<sup>th</sup> January 2024  
Helen Bradbeer (Trustee) Resigned 29<sup>th</sup> October 2023

### **Structure, Governance and Management**

The charity was established by constitution and registered on 12<sup>th</sup> October 2022. The trustees of the charity act as the CIO. The trustees carry out quarterly meetings and an annual AGM at the end of the autumn term where upon trustee appointments are made. The trustees and chair shall be appointed for two successive years and shall either retire from office or be reappointed at the conclusion of the second AGM following their appointment. Trustee appointments are made by the decision of the Trustees. The minimum number of trustees are 3.

The Trustees are voluntary parents and receive no remuneration or other benefits in kind. They are reimbursed for any expenses they incur while carrying out duties furthering the aims of the Preschool.

Disclosure and Barring Service (DBS) checks are carried out on all committee members and are updated in line with statutory requirements.

The preschool had its last Ofsted inspection on 2<sup>nd</sup> February 2023 and was rated as Good.

### **Responsibilities of Trustees**

Recruitment, staff management and arrangements for setting pay and remuneration of key management personnel. Together with assisting the management staff with paperwork that may be required, grant suitability and application, managing and running Facebook pages and website.

The trustees have assessed all major risks which have been reviewed and systems or procedures have been established to manage those risks.

The trustees are required to prepare financial statements for each fiscal year; we give an accurate and fair view of the state of affairs of the preschool. A regular review of income and expenditure throughout the financial period is conducted.

## **Objectives and Activities**

Churchinford Pre-school aims to provide a safe and nurturing environment through which high-quality care and education is provided to children from the ages 18 months – 5 years. The pre-school works with parents and provides them with a supporting network through which they can encourage their children to learn and develop; promoting the health and wellbeing of the children and adding to the well-being of the surrounding local community.

The education provided by Churchinford pre-school provides a high level of care and encourages children with learning activities that are appropriate for their age and development level.

Along with qualifications in early years and education, the pre-school staff are actively encouraged to take part in further training to ensure they are up to date with the latest early years care and education.

Over the year, the preschool has remaining closely linked to the wider community buying milk etc from the local shop and visiting the local nursing home for singing events to enrich the education of the children. The Preschool hosted a successful Easter Egg Hunt day to raise funds.

The preschool staff have taken part in further training to help them keep up to date with early years and education.

In the reporting period there were up to 27 children of various ages attending the preschool with 11 children leaving to attend primary school. New children registered throughout the year. The preschool offers funded places and around half of the children received funding.

## **Financial Review**

The Preschool finished the accounting period in a good financial position, with income exceeding outgoings.

Income came from 4 main sources; Local Authority Funding, Parents fees, fundraising events and grants.

The total revenue for the accounting period was £84,708.63. Expenditure was £68,993.94 and this was predominately staffing costs and running costs. The savings account balance was £13,933.61.

## **Outlook for 2024-2025**

The Preschool goes forward into the next accounting year in a good and strong position, both financially and with a strong staffing team.

The community still has a requirement for the services offered by the CIO and we have 28 children are due to start in September.

The Santander Bank account will be closed and all funds will be transferred to the new CIO Lloyds bank account.

**CURCHINFORD PRESCHOOL  
INCOME AND EXPENDITURE  
YEAR ENDED 31ST AUGUST 2024**

**Santander Income**

Pre School Fees & Grants	£ 78,750.70
Donations & Fundraising	£ 5,752.94
Savings Account Interest	£ 141.21
Milk	£ 63.78
SWT covid grant	
HMRC furlough & SSP payments	£ -
	<b>£ 84,708.63</b>

**Santander Expenditure**

Wages & Cover	£ 54,849.87	
Mileage	£ 18.00	
Equipment	£ 1,126.10	
Consumables	£ 493.56	
Telephone & Internet	£ 889.52	
Electric	£ 2,173.43	
Rent	£ 318.74	
rates & Water	£ 863.07	
Maintenance	£ 948.11	
Insurance	£ 466.20	
Subs and Licences	£ 356.88	
Advertising & Website	£ 366.09	
Stationery & Office costs	£ 500.10	
Bookkeeping & Peninsula	£ 3,427.64	
Training/Checks	£ 1,064.36	
Refreshments	£ 565.34	
Fundraising	£ -	
Sundries	£ 199.18	
Cleaning Supplies	£ 367.75	
GIFTS	£ -	
	<b>£ 68,993.94</b>	<b>£ 15,714.69</b>

**Surplus on Pre School Activities**

Opening Lloyds Current Bank Balance	£ -
Opening Lloyds Savings Bank Balance	£ -
Opening Santander Current Bank Balance	£ 6,540.93
Opening Savings Bank Balance	£ 13,792.40
Opening Petty Cash Balance	£ 185.90
	<b>£ 36,233.92</b>
Closing Lloyds Current Bank Balance	£ 17,588.93
Closing Lloyds Savings Bank Balance	£ 13,933.61
Closing Santander Current Bank Balance	£ 4,609.47
Closing Santander Savings Bank Balance	£ -
Petty Cash	£ 101.91
	<b>£ 36,233.92</b>

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I have reviewed the Receipts and Payments Accounts for the Year ended 31.08.24 together with the cash summary and notes. From the information given to me I have no reason to doubt that the above financial statements fairly reflect the Pre-school's receipts and payments for the year ended 31.08.24 and the bank balances at that date.

Signed: *Lee Lorcumbe*

Date: 10th March 2025