



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: 1 October 2023 **To:** 31 August 2024

Charity name: Purley Pre-School

Charity registration number: 1202292

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To enhance the development and education of children aged 2 to 5 years old
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	Purley Pre-School aims to offer local children the opportunity to learn through play and learn and develop a wide range of activities and social experiences in a safe and happy environment.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	See AGM minutes included below

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	See AGM minutes included below

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	See AGM minutes included below
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The policy is to maintain sufficient reserves to be able to fund short term cash requirements
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Constitution

How is the charity constituted?	Para 1.25	The Pre-School constitution is standard Pre-School Learning Alliance Constitution
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	Committee members act as trustees for the charity and are appointed annually at the Annual General Meeting held each Autumn term. Occasionally a committee member is co-opted at other times.

Additional information (optional)

You may choose to include further statements where relevant about:

<p>Policies and procedures adopted for the induction and training of trustees</p> <p>The charity's organisational structure and any wider network with which the charity works</p> <p>Relationship with any related parties</p> <p>Other</p>	Para 1.51	<p>Regular committee meetings take place during term time to review the activities of the Pre-School, its financial position, child numbers and issues. The committee/trustees are all parent volunteers.</p> <p>Committee meetings may also be attended by the President of the Pre-School and staff members in an advisory capacity.</p> <p>Recruitment of staff is undertaken by senior committee members in conjunction with a senior staff member.</p> <p>Day to day running of the Pre-School is organised by the Pre-School Supervisor and undertaken by a team of staff commensurate with the numbers of children attending the various sessions. Responsibilities for the wages, job profiles and contracts rest with the committee.</p>
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Reference and Administrative details

Charity name	Purley Pre School
Other name the charity uses	
Registered charity number	1202292
Charity's principal address	Long Lane Primary School Long Lane Tilehurst Reading RG31 6YG

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	Jay Dorrington	Chair		
2	Kerry Savage	Treasurer		
3	Gina Kimmins	Secretary		
4	Alison Turner			
5	Gemma Goodall			
6	Nia Rae		30 November 2023	
7	Emily Crowson		16 May 2024	
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

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

Purley Pre-School AGM minutes

Purley Memorial Hall

21st November 2024

1. Committee Members introduced:

Jay Dorrington – Chair
Kerry Savage – Treasurer
Gina Kimmins – Secretary
Alison Turner – Manager/Trustee
Nia Rae – General Member
Emily Crowson – General Member
Gemma Goodall – General Member

2. Apologies

Caroline Magraine

3. Chair's Report

I would like to welcome everyone to the 2024 Purley Pre School AGM, thank you for joining us. This year has been another fantastic year with record attendance which are a testament to the Staff and the stability of the Pre School, so thank you to all Staff and especially Alison.

I have had another enjoyable year as Chair and would be happy to continue unless there is anyone else that may be interested. We would also like to welcome our new Committee members and also remind everyone that if you are interested in joining and would like to find out some more information please let me know. I now hand over to Kerry.

4. Treasurer's Report

This has been another successful year for Purley Preschool. We have had a significant increase in children joining us partly due to the introduction of the new 2-year-old funding for working parents which was brought in this April. Our main income continues to be the Government funding for the children's sessions, as well as the additional sessions paid for by parents and for those children not yet eligible for funding.

Our total income for the year was £174, 975.22 and our total expenditure was £149, 322.61. This leaves a healthy balance of £25,652.61 profit which will be reinvested back into Preschool and helps to pay for such things as new equipment, resources and activities to support children's development.

We are required to keep a contingency fund as suggested by the Charity Commission, to deal with the unexpected. We have a separate account for this and the balance, as of 31st August 2024 was £30,050.75 in credit.

We are extremely positive about 2024-2025 as we are in a good, healthy financial position with a fantastic number of children on our books, as well as a significant number on our waiting list.

5. Manager's report

The last academic year! No sooner had we started back in September 2023 we graced with an OFSTED inspection at Pre School during which we were awarded a good grading. Very soon afterwards, completed our charitable status transition to a CIO meaning we were effectively trading as a "new" business.

In the meantime, a total of 35 pre-schoolers had been welcomed back by our team and were quickly settling into the rhythm of pre-school.

In September, we also introduced our older cohort to Forest School. The interests of each group vary from year to year and last year, it was all about group games. We had a blast introducing games such as traffic lights, hide and seek, What's the time Mr Wolf? and Crocodile, Crocodile. This supported children's developing personal, social and emotional skills and language, it fired up imagination and helped children navigate the tricky skills of turn-taking, sharing, negotiating and taking risks whilst building friendships and physical stamina.

In October, Berkshire Birds of Prey joined us for a morning which concluded our topic on nighttime animals, and in November we joined in with World Nursery Rhyme Week learning 5 new rhymes and the Makaton signs to support them.

Heading into December children made Christmas cards and decorations to take home. We do a lot of art at preschool and in keeping with our ethos of financial and environmental sustainability something we are keen to do is reuse and recycle wherever possible.

During the Autumn and Winter months, we held several fundraising campaigns – A Christmas Fayre (kindly organised by Gina), sponsored walk, Christmas raffle and a children's Christmas card fundraiser. All our fundraising and how it is used to support pre-school is shown on the fundraising spreadsheet in front of you.

Our Christmas sing-along was a joyful affair as parents and families joined us in the school hall to sing before heading back to pre-school for a raffle, raising £220 which was put toward various indoor and outdoor resources.

January brought another new cohort of children following the closure of a local nursery setting. These children settled quickly, and we spent the spring term focusing on our topic of fairy tales such as The Magic Porridge Pot, The three Billy Goats Gruff, The Enormous Turnip, and the Gingerbread man. We were also grateful to be gifted some copies of Nucleus Notions by Marcus Trinder to support STEM teaching from an early age.

In February, local author Charlotte Allchin visited pre-school to read her story – Green Hearts, to introduce environmental concepts such as sustainability and care for the environment. This fits well with our values of sustainability and nature-based learning. We also welcomed parent - Nita who shared a story and her traditions of Lunar New Year with the Pre-Schoolers.

In March, we invited parents and grandparents in to make Mother's Day cards and gifts with the children before ending our term with an Easter Egg Hunt in the garden – a big thank you to everyone who donated eggs.

In April we welcomed another smaller cohort of children to pre-school following the roll out of 2-year-old funding for working parents.

In May, the Pre School Garden underwent a bit of a re-vamp thanks to the hard work of parents, grandparents, committee and staff who spent a day in the garden cleaning, digging and moving equipment around.

In June, Mrs Hunt and I were thrilled to attend Miles and Daughter to collect a cheque for £1500 to continue the sprucing up of our outside environment. We welcomed a visit from the local police force and the lovely Mrs Sewell joined our team.

Sports Day was in July in glorious sunshine! Everyone enjoyed the event, and no parents were injured during the parent races! A visit from Royal Berkshire Fire and Rescue was enormous fun and a great experience for all our preschoolers.

The summer term ended with a party, a visit from Zoolab with some very exotic creatures, and fond farewell to our school leavers.

There is a saying it takes a village to raise a child – and Pre School would not be the place it is without the thoughtful planning and care from our dedicated team. Thanks go to Kath Hunt, Kerry Savage, Claire Allen, Lewis Rayner, Rachel Parker, April Pocock, Kim Head, Jenny Tinner, Georgina Green, Natalie Harper, Chanelle Simmonds, Karolina Sewell and Becky Venter. To Clare Goodwin for a year of volunteering at Forest School – her presence is very much missed by us all. Our gratitude also goes to the parents and local community for sharing their expertise – Nita – for sharing her family traditions of Lunar New Year, Nicola Mundel for putting us forward to receiving the wonderful Brio table, local author Charlotte Alchin, the fire and police services for their visits, to Isabella's mum for bringing in the ducklings, to BannerBuzz for providing a free advertising banner and to Miles and Daughter for the grant that has enabled us to focus on a re-vamp of our outdoor area. To the parents, grandparents, friends and families that have given their time, donated items and, supported fundraising – thank you and please keep on doing it!

Lastly I would like to thank Sue Slade who has held the honorary position of President during my time as Manager. Sue is stepping back from the role now – to focus on her well-deserved retirement! I remain grateful to Sue for sharing her knowledge and continuing to support the pre-school.

I would also like to say a special thanks to our committee who have been a huge support during the year attending meetings, making decisions, and supporting us with fundraising.

Our Pre School is a Charity – and relies on the generosity of parents, grandparents and community members in giving their time by joining our Board of Trustees. I now hand over to our Board to vote in new members.

6. Election of New Members

- Emma O'Reilly Voted in as a new Committee Member
- Caroline Magraine Voted in as new Committee Member

7. AOB

Accounts for year ending August 2024 were shared and we are awaiting sign off from the Independent examiner.



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Purley Pre School

On accounts for the year
ended

31st August 2024

Charity no
(if any) 1202292

Set out on pages

All attached files dated 2023/24

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 31/08/2024.

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.

Signed:

Date:

23/05/25

Name:

Laura Davies

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

Member of Institute of Certified Bookkeepers

Address:

18 Ravensbourne Drive, Woodley, RG5 4LH

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.


Purley Pre School
1 October 2023 - 31 August 2024
Income and Expenditure

Income	1 Oct 23 - 31 Aug 24	
4010 - Parents Fees	£33,635.65	
4011 - West Berkshire Funding	£137,400.86	
4012 - Donations and Grants	£1,595.25	
4013 - Fundraising	£2,343.46	
	Total Income	£174,975.22
Expenditure		
7750 - Resources and other equipment	£1,814.62	
8203 - DBS Checks	£59.30	
7000 - Employee Wages and Salaries	£118,644.38	
7020 - Employers NI	£3,374.18	
7030 - Employer's Pension	£2,563.55	
7100 - Rent	£16,659.00	
7430 - Outings and Parties	£939.60	
7520 - Stationery and Printing	£122.01	
7530 - Telephone and Wifi	£552.72	
7620 - Consultancy & Professional Fees	£1,267.20	
7810 - Cleaning	£353.88	
7900 - Bank Charges and Interest	-£78.88	
8210 - Insurance and Subscriptions	£227.00	
8220 - Clothing Costs	£151.00	
8230 - Staff Training	£498.95	
10000 - Consumables	£2,174.10	
	Total Expenditure	£149,322.61
	Total Income	£174,975.22
	Total Expenditure	£149,322.61
	Surplus	£25,652.61


Prepared by - R Venter
 (Bookkeeper)

.....  Date - 06/06/2025

Approved by - K Savage
 (Treasurer)

.....  Date - 06/06/2025

Reviewed by - L Davies
 (Independent Examiner)

.....  Date - 23/05/25

Purley Pre-School
1 October 2023 - 31 August 2024
Balance Sheet

DATE	1 Oct 23 -31 Aug 24	
ASSETS		
Fixed Assets	£0.00	
TOTAL FIXED ASSETS	£0.00	
Current Assets		
1100 - Trade Debtors	£1,225.62	
1130 - Other Debtors	£31.96	
1200 - Current Account (Barclays)	£157.84	
1210 - Petty Cash	£58.75	
1220 - Deposit Account (Contingency Ac)	£21.40	
1240 - Development Account (Large Projects)	£6.73	
1250 - Employee Expenses	£0.00	
1260 - Coop Current Account	£33,794.35	
1270 - Coop Instant Deposit Saving	£30,050.75	
TOTAL CURRENT ASSETS	£65,347.40	
TOTAL ASSETS	£65,347.40	
LIABILITIES		
Current Liabilities		
2210 - PAYE and NIC to pay to HMRC	£6,675.86	
2260 - Pension	£666.21	
TOTAL CURRENT LIABILITIES	£7,342.07	
Future Liabilities	£0.00	
TOTAL FUTURE LIABILITIES	£0.00	
TOTAL LIABILITIES	£7,342.07	
TOTAL NET ASSETS	£58,005.33	
EQUITY		
Reserves brought forward/OPENING BALANCE	£32,352.72	
Net Income (Current Period)	£25,652.61	
TOTAL EQUITY	£58,005.33	

Prepared by - R Venter
(Bookkeeper)

R Venter

Date - 06/06/2025

Approved by - K Savage
(Treasurer)

K Savage

Date - 06/06/25

Reviewed by - L Davies
(Independent Examiner)

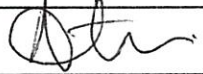

L Davies

Date - 23/05/2025

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)	ALISON TURNER.	EMILY CROWSON
Position (eg Secretary, Chair, etc)	MANAGER + TRUSTEE.	TRUSTEE
Date	<div></div>	