

Woodham Mortimer AGM Report 2025

Welcome and Introductions

Welcome everyone and thank you for attending the meeting and showing your support for the preschool. For those of you who may not know me my name is Amy Horton, trustee. I am a mum to three children. Both of my girls are now in primary school, my son Louie now attends the preschool. This will be my last academic year as chair, I will be stepping down as I take on more responsibility in my career.

As always support from parents and carers is greatly appreciated by the committee and the staff and is essential for the success and continuation of the preschool.

Our Practice Manager, Liane Johnston, Deputy manager, Nikki Mercer and other members of staff that are present will be seen on the attendance report to follow.

The existing committee members consist of as myself and:

Jemma Bennett – trustee
Laura Edward's – trustee
Ruth Ainscough – committee member

Since our last AGM the following have now joined the committee:

Sophie Andrew's
Stephanie Rugg
Jasmine Daly
Lisa Ford
Joanne Lampard

The following members have now left:

Rebecca Moule
Jenny Hull
Monique Heighway
Sarah Williams

Staff & Committee Attendees:

Liane Johnston – Manager
Nikki Mercer – Deputy Manager
Amy Horton – Trustee
Jemma Bennett – Trustee
Laura Edwards – Trustee
Caroline Tozer
Julia Moore
Michelle Loveland
Alison Herridge
Sarah Varney
Kirsty Brown
Emma Manley
Chloe Gentry

Lisa Ford
Joanne Lampard
Jasmine Turner
Ruth Ainscough
Steph Rugg

Staff & Committee Apologies:

Sophie Andrews
Lynne Johnson

Annual General Meeting Report

Introduction

I think I say this every year, but I can't believe another year has gone and it is time for the AGM once again. What a year it has been. We have successfully transferred over to a CIO, appointed a new manager, and turned our financial prospects around. This wouldn't have been possible without all of the support from our staff and committee.

Charitable Incorporated Organisation (CIO) Status

The transformation to CIO status provides us with a more flexible governance framework and enhanced legal protection for trustees and committee members. We hope that moving forward, this will encourage more individuals to join and become members.

The conversion process was complex and time-consuming, requiring careful attention to legal requirements, asset transfers, and regulatory compliance. I am pleased to report that the transition was completed smoothly, with minimal disruption to our day-to-day operations. This does mean that Ofsted are expected at any time to complete an inspection under the new framework.

New Management Appointment

We are delighted to have appointed a new manager this year. Thank you to all the staff who really stepped up and ensured the children all still experienced the best time at preschool. A special thank you to Alison, Julia, and Nikki. It was a long, stressful wait, but I am sure you agree Liane was worth the wait, and we are confident that we have found the right person to lead us into our next chapter. Liane has brought her experience, knowledge, fresh perspectives, and enthusiasm to the team. She seems to have slotted into the team well and we are excited to have her onboard.

Financial Turnaround

Perhaps most notably, we have successfully turned around our financial prospects. After facing challenging financial circumstances, I am proud to report that through careful planning, prudent management, and strategic decision-making, we have:

- Stabilised our financial position
- Improved our cash flow management
- Implemented more effective budgeting and monitoring systems
- Built a more sustainable financial foundation for the future

This turnaround has been achieved whilst maintaining the quality of our services and remaining true to our core mission and values. Whilst this is fantastic news, we must still monitor the situation carefully to remain in our strong position.

None of these achievements would have been possible without the dedication, hard work, and unwavering support of many individuals. Our staff have demonstrated remarkable resilience and commitment throughout this period of significant change. They have embraced new ways of working, supported the transition processes, and continued to deliver excellent services despite the uncertainties and challenges. Their professionalism and dedication have been exemplary.

Compliance and Ofsted

As always, I have had to liaise with Ofsted to ensure we are compliant with the administrative side of things regarding the committee and ensuring all members have the relevant DBS and EY2 certificates. I will ask committee members going forward to please take note of the importance of having these and to seek to obtain them as soon as possible if they are outstanding.

Fundraising

One of the main aims of the Preschool Committee is to fundraise, and I would like to thank you and the preschool staff for your efforts. We have done a fantastic job, managing to raise **£4,283.33** in the past year. In a normal year, we would look to raise £2,000-£3,000, so this is amazing.

We raised the bulk of the money via our Christmas raffle, the Bunnython, 100 Club, and the summer fete. The rest came from preschool photos, the Christmas wreath workshop, Christmas party, and Valentine's raffle. These funds went towards the purchase of our wonderful new sunshade.

This year we have some new events including a second-hand book sale and a sip and paint evening. The money raised will be funding a new book corner in the preschool. We also received a generous donation from Wickes Maldon and are hoping to hear back regarding a Tesco grant. We are always looking for new ideas and already thinking ahead to our summer fete and how to make it bigger and better.

Looking Ahead

As we look to the year ahead, we do so with renewed confidence and optimism. Our main focus for this year is to advertise the preschool and raise our profile to increase the number of children enrolled.

You may have also seen lots of improvements around the preschool. We knocked down some sheds, bought some new storage units. The fence has been replaced over the half term which has not only given more privacy but improved the aesthetics.

I extend my heartfelt thanks to everyone who has contributed to our success this year. Together, we have built a strong foundation for the future of our preschool.

Financial Report for the Year Ended 31 August 2025

Introduction

Hello all, for those who do not know me, my name is Jemma and I am mum to Jemima who currently attends the preschool and the Treasurer/ Trustee. I have been doing this role for the last 2 years and

like Amy, will be stepping down at the end of next August as Jemima will be leaving for Primary School.

As mentioned earlier by Amy, this has been a significant year for the preschool, marking our transition to a new legal structure as a Charitable Incorporated Organisation (CIO). Closing accounts were prepared for the previous unincorporated charity (Charity No. 1060526) covering the period 1 September 2024 to 11 February 2025, and the first accounts for the new CIO (Charity No. 1208900) cover 12 February 2025 to 31 August 2025. This report accompanies both sets of accounts for Woodham Mortimer Preschool and Woodham Mortimer Preschool CIO.

Overview of the Year

This year was always going to be a turning point for the preschool following the financial challenges of the previous year. I am delighted to report that, despite the pressures of the CIO transition and general cost increases, the preschool has achieved a strong and positive financial outcome. Thanks to the hard work and commitment of our staff and committee, we not only maintained stable enrolment numbers but also ended the year with a healthy combined surplus.

Financial Summary

Old Charity (1 September 2024 – 11 February 2025)

- Total Income: £65,487.39
- Total Expenditure: £63,881.43
- Net Surplus: £1,605.96
- Transfer Balance as at 12 February 2025: £37,075.35

CIO (12 February 2025 – 31 August 2025)

- Total Income: £84,758.00
- Total Expenditure: £77,637.10
- Net Surplus: £7,120.90
- Cash at Bank (31 August 2025): £44,196.25
- Petty Cash: £44.19

Total profit for the year: £8,726.86 — an excellent result for the preschool and a strong start for the year ahead.

Reserves and Financial Position

At the close of the old charity, funds were managed carefully to support the transfer to the new CIO structure.

The Trustees ensured that sufficient reserves were retained to cover final liabilities and to secure the continued operation of the preschool under the new charity. The preschool now holds a healthy financial position with adequate reserves to support stability and future growth.

Principal Risks and Uncertainties

The Trustees continue to review key financial and operational risks, especially in light of rising costs and increasing staff-related expenditure.

It remains essential that staff rotas are managed efficiently to ensure that staffing levels reflect the number of children attending each session. This will help prevent the preschool from running at a loss while maintaining our high standards of care and education.

We must also stay mindful of government funding arrangements, which are becoming increasingly restrictive in terms of charging for extras such as consumable fees. This will require close monitoring to manage any impact on our income.

In addition, we will continue to watch developments in the National Minimum Wage for 2026, as this may influence staffing costs and overall budgeting.

Public Benefit

The Trustees confirm that they have had due regard to the Charity Commission's guidance on public benefit.

The preschool continues to provide an inclusive, affordable, and high-quality early years education service to local families. Our commitment to community, development, and play-based learning remains at the heart of all we do.

Funding for Additional Needs

A special note of thanks goes to Liane, who has been proactive and highly effective in applying for additional funding for children who require extra support.

These funds have been used responsibly to provide appropriate resources and to cover staffing costs for 1-to-1 support, ensuring that all children can thrive and participate fully in preschool life. Liane's attention to detail and commitment in this area is invaluable, and we will continue to apply for additional funding wherever possible.

Looking Ahead

While the financial results this year are very positive, we must remain mindful of the rising costs across utilities, staffing, and resources. To maintain our strong position, we will:

- Continue to monitor and manage staff rotas to align with child numbers.
- Increase our efforts in advertising and community engagement to boost enrolment and move towards full capacity.
- Review funding agreements and fee structures regularly to ensure sustainability.
- Continue seeking external grants and funding opportunities to enhance resources and learning experiences.

Independent Review

The financial statements for the periods ended 11 February 2025 and 31 August 2025 were independently reviewed by Dan Gardner of Barnes Clark Accountants. The review confirmed that no material matters have come to light to suggest that the financial records are not kept in line with accountant standards for not-for-profit organisations.

Recommendations

The Trustees recommend:

1. Continuing to build reserves to support future improvements and provide updated learning resources.
2. Exploring new grant and funding opportunities.
3. Reviewing fee structures in 2026 to balance affordability with financial sustainability.
4. Maintaining careful financial oversight, particularly around staffing levels, occupancy, and rising operational costs.

Motion: That the Financial Report and accompanying payments and receipts accounts for the year ended 31 August 2025 be accepted as presented.

Proposed by: Jemma Bennett

Seconded by: Amy Horton.

Managers Report October 2025

I have been in this position from June 2025. Woodham Mortimer Preschool is a well-established setting that has a very low turnover of staff. I have been extremely welcomed by all staff and already feel part of the family.

During the first half term I spent time observing and assessing improvements I could bring to the setting.

So far improvements have been made to the outdoor garden. Outdoor learning is a big part of our curriculum so the digging area, mud garden and cosy shed have all been improved. Bamboo screening has also been fitted to prevent children accessing thorns and berries which grow naturally along the side of the garden.

We are having 6ft fence panelling fitted to the back entrance to the car park. The reason for this is to improve privacy and security. With the business behind us now in operation we have found a lot of traffic back and forth can appear unsafe on a daily basis, also vehicles are throwing up stones and dust, the new fencing will prevent this, especially good as during exceptionally wet periods the children play on the car park surface. The fencing will also add security to the perimeter, hence improving safeguarding for the children.

We have had a security camera fitted to the main entrance front door, again to improve security. Also in our garden as well as the large sail fitted we have been able to purchase 2 large pop up gazebos, this means our overall shading ability is approximately 75 percent, making our garden safe all year round.

Training

All staff are level 3 first aid trained.

All staff have received in house level 2 safeguarding training from me. I also delivered a brief introduction to managing behaviour. I have reached out to all staff in our recent staff meeting to offer more in depth training in my experienced areas. These are:

- More in depth behaviour training
- Speech, language & communication
- TPP and early years mental health awareness and understanding
- One planning and supporting SEND children

If I have enough interest I am happy to deliver training on the above topics.
We have one member of staff currently undertaking a Senco qualification.
Coming up soon is training on observation, assessment and planning.

Staff

All staff are due their supervisions in December, however I have done staff wellbeing check- ins as I feel the gap between supervisions can feel too long.

All staff report to be happy at the moment.

Events

We had a successful summer fete and looking to improve next year to make it a little grander.

Reverend Julie is still involved in our community, she has recently been in for harvest time and we will be celebrating Christmas together.

Overview

Our new children have settled in very well. I am looking forward to the year ahead.

I plan to make more changes over time inside the setting, this will include sourcing funding to create a sensory area.

Enhancing the main hallway to be a more purposeful play area.

I am working to improve the setting to be more communication friendly for children.

Also working towards raising behaviour expectations with the use of visuals and use of language from staff.

Little changes have already been made, nothing exhaustive, staff are adapting well to the changes. C

Changes to the EYFS 2025 and the way Ofsted inspects settings

I have recently undertaken online training with the Early Years Alliance to learn all about the way we will be inspected from now on. I have shared the relevant documents with all staff and we as a team will be working together to achieve best outcomes for our setting.

New Vision Statement

I believe places of early education should have a vision statement to promote what we want our children to achieve by the end of their journey in early years.

I shall now nominate the volunteers for the compulsory trustee roles and then ask for one of you to second them into the position. The motion will then be carried and the person duly elected for the next year.

Trustee	Amy Horton	Nominated by	Jemma Bennett	Seconded by	Laura Edwards
Trustee	Jemma Bennett	Nominated by	Amy Horton	Seconded by	Laura Edwards
Trustee	Laura Edwards	Nominated by	Amy Horton	Seconded by	Jemma Bennett

The following named individuals will become Trustees once all DBS checks and EY2 forms have been completed and come back. Until then they will remain without Trustee responsibilities and voting rights.

Trustee	Lisa Ford	Nominated by	Amy Horton	Second by	Jemma Bennett
Trustee	Joanne Lampard	Nominated by	Amy Horton	Second by	Jemma Bennett

Date of next AGM: TBC

Date of next committee meeting: TBC

Meeting closed at: 7.30pm

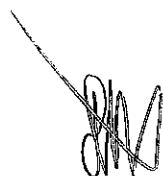
Please note that no other business may be introduced. Items for the committee's consideration at its next meeting may be referred to the Secretary.

WOODHAM MORTIMER PRESCHOOL**REGISTERED CHARITY NUMBER 1208900****RECEIPTS AND PAYMENTS FOR THE PERIOD FROM 24 JUNE 2024 to 31 AUGUST 2025**

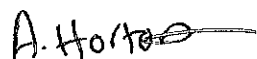
	Notes	Period to 31 August 2025
		£
Income		
Funding		£75,331.40
Fees		£6,872.20
Products		£149.00
Fundraising & Donations		£2,268.32
Deposit		£120.02
Interest		£17.06
Total Income		£84,758.00
Less Operating Expenses		
100 Club Winners		-£300.00
Accounting, Bookkeeping & Payroll		-£1,055.21
Art & Craft Consumables		-£86.58
Bank charges		-£20.63
Furniture & Equipment		-£2,814.10
Fundraising & Expenses		-£108.38
Health, Hygiene & Cleaning		-£427.72
Insurance, ICO & Ofsted		-£915.79
Legal Fees		-£1,080.00
Misc		-£40.00
Phone & Broadband		-£338.51
Postage, Printing & Stationary		-£316.52
Recruitment		-£358.28
Rent & Rates		-£12,755.22
Repairs & Maintenance		-£569.78
Snacks & Food		-£470.97
Staff & Child Welfare		£0.00
Subscriptions		-£304.43
Toys, Books & Resources		-£1,189.83
Training & DBS		-£309.37
Utilities		£0.00
Uniform		-£116.71
Wages & Pensions		-£54,059.07
Website & Advertising		£0.00
Total Operating Expenses		-£77,637.10
Surplus/Deficit		£7,120.90
Cash balances b/f	3	37,075.35
Balances c/f		£44,196.25

WOODHAM MORTIMER PRESCHOOL
REGISTERED CHARITY NUMBER
STATEMENT OF ASSETS AND LIABILITIES FOR AT 31 AUGUST 2025

	Notes	31 August 2025 £
RESERVES		
Balance b/f	3	£37,075.35
Excess income over expenditure		£7,120.90
		<u>£44,196.25</u>
CASH FUNDS		
Current Account		£44,152.06
Petty Cash		£44.19
		<u>£44,196.25</u>
LIABILITIES		
Independent Review	4	£780.00
PAYE/NI		-£114.20
Pensions		£114.21
		<u>£780.01</u>
FUNDS OF THE CHARITY		
Restricted funds		£0.00
Unrestricted funds		£44,196.25
		<u>£44,196.25</u>



6.11.2025



6.11.2025

WOODHAM MORTIMER PRESCHOOL
REGISTERED CHARITY NUMBER
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 BALANCE BROUGHT FORWARD

Balance brought forward from transfer of old charity (no.1060526) to CIO (no. 1208900)

4 INDEPENDENT REVIEW

£780.00 due for Independent Examination costs for the 2024-2025 financial year.

Woodham Mortimer Pre-School Income and Expenditure Account
Period 1 September 2024 to closure 1 February 2025

WOODHAM MORTIMER PRESCHOOL CLOSING ACCOUNTS

CHARITY NUMBER: 1060526

RECEIPTS AND PAYMENTS FOR THE YEAR 1 SEPTEMBER 2024 TO 11 FEBRUARY 2025

(CLOSING DATE PRIOR TO TRANSFER TO CIO CHARITY NUMBER 1208900)

Income	2024/25
ECC Funding	£56,435.54
SYP Grant	
SEN Supplement	£980.70
Fees	£4,914.76
Fees - Deposits	£508.54
Snack	
Fundraising	£2,314.34
Uniform	£315.00
Interest	£18.51
Misc	
Donation	

£65,487.39

Expenditure

Wages, PAYE, NI, EYP & NIC	-£47,576.92
Equipment	-£743.42
Sundry Supplies	-£377.62
Snack	-£301.62
Rent & Heating	-£10,957.60
Training	-£8.00
Stationary/Admin	-£363.69
Insurance	
Refurbishment Costs	-£180.46
Uniform	
Miscellaneous	-£183.62
Legal fees	-£420.00
Accountants fees	-£600.00
Recruitment fees	-£22.72
Subscription fees	-£1,101.24
Utility Bills	-£969.52
Cleaning	-£75.00

-£63,881.43

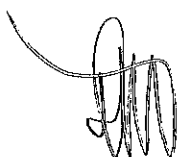
Total Income less Expenditure £1,605.96

Balance as at 1st September	£35,469.39
Excess of Income over Expenditure (same as E42)	<u>£1,605.96</u>
Balance as of 1 February (Bank Balance)	<u>£37,075.35</u>

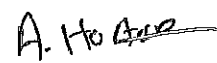
Bank 1 February (Bank Balance)	£30,001.91
Savings Account Co-Op (Bank Balance)	£2,867.99
Savings Account Scottish Widows (Bank Balance)	£4,160.03
Petty Cash	£45.42
Trade debtors	<u>£37,075.35</u>

Unrepresented Cheques	£0.00
Accruals (Club 100)	<u>£0.00</u>
	<u>£0.00</u>

**Transfer Balance as at 11 February
2025** **£37,075.35**



6.11.2025

A. Ho 
6.11.2025

Woodham Mortimer PreSchool
Brookhead Farm
Maldon Road
Woodham Mortimer
Maldon
Essex
CM9 6GP

Trustees Confirmations

The Committee confirm the following:-

1. The appointment of Barnes Clark Accountants Limited as examiners to carry out the Independent Review for the period ended 31 August 2025.
2. The Charity's turnover and asset values are below the threshold at which an Audit is required and that there are no other reasons that makes an Audit necessary.
3. The Charity prepares its Accounts on a receipt and payment basis and it is not required to prepare Accounts on an accruals basis for any other reason.
4. The Internal Financial controls are reviewed by the Trustees regularly to minimise the risk of fraud and errors.
5. The Charity neither received, nor holds, any Restricted or Endowed Funds.
6. The Charity has sufficient funds available to meet its liabilities for a period of at least 12 months from today and there are no liabilities which risk the Charity's going-concern basis.
7. The Petty cash balance held at 31 August 2025 was £44.19.

Signed: A. Horton

Date: 6.11.2025

Amy Horton (Chairperson)

Signed: Jemma Bennett

Date: 6.11.2025

Jemma Bennett (Treasurer)

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Principal Risks and Uncertainties

The Trustees continue to review key financial and operational risks, especially in light of rising costs and increasing staff-related expenditure.

It remains essential that staff rotas are managed efficiently to ensure that staffing levels reflect the number of children attending each session. This will help prevent the preschool from running at a loss while maintaining our high standards of care and education.

We must also stay mindful of government funding arrangements, which are becoming increasingly restrictive in terms of charging for extras such as consumable fees. This will require close monitoring to manage any impact on our income.

In addition, we will continue to watch developments in the National Minimum Wage for 2026, as this may influence staffing costs and overall budgeting.

Public Benefit

The Trustees confirm that they have had due regard to the Charity Commission's guidance on public benefit.

The preschool continues to provide an inclusive, affordable, and high-quality early years education service to local families. Our commitment to community, development, and play-based learning remains at the heart of all we do.

Funding for Additional Needs

A special note of thanks goes to Liane, who has been proactive and highly effective in applying for additional funding for children who require extra support.

These funds have been used responsibly to provide appropriate resources and to cover staffing costs for 1-to-1 support, ensuring that all children can thrive and participate fully in preschool life. Liane's attention to detail and commitment in this area is invaluable, and we will continue to apply for additional funding wherever possible.

Looking Ahead

While the financial results this year are very positive, we must remain mindful of the rising costs across utilities, staffing, and resources. To maintain our strong position, we will:

- Continue to monitor and manage staff rotas to align with child numbers.
- Increase our efforts in advertising and community engagement to boost enrolment and move towards full capacity.
- Review funding agreements and fee structures regularly to ensure sustainability.
- Continue seeking external grants and funding opportunities to enhance resources and learning experiences.

Independent Review

The financial statements for the periods ended 11 February 2025 and 31 August 2025 were independently reviewed by Dan Gardner of Barnes Clark Accountants. The review confirmed that no material matters have come to light to suggest that the financial records are not kept in line with accountant standards for not-for-profit organisations.

Recommendations

The Trustees recommend:

1. Continuing to build reserves to support future improvements and provide updated learning resources.
2. Exploring new grant and funding opportunities.
3. Reviewing fee structures in 2026 to balance affordability with financial sustainability.
4. Maintaining careful financial oversight, particularly around staffing levels, occupancy, and rising operational costs.

Motion: That the Financial Report and accompanying payments and receipts accounts for the year ended 31 August 2025 be accepted as presented.

Proposed by: Jemma Bennett

Seconded by: Amy Horton.

Managers Report October 2025

I have been in this position from June 2025. Woodham Mortimer Preschool is a well-established setting that has a very low turnover of staff. I have been extremely welcomed by all staff and already feel part of the family.

During the first half term I spent time observing and assessing improvements I could bring to the setting.

So far improvements have been made to the outdoor garden. Outdoor learning is a big part of our curriculum so the digging area, mud garden and cosy shed have all been improved. Bamboo screening has also been fitted to prevent children accessing thorns and berries which grow naturally along the side of the garden.

We are having 6ft fence panelling fitted to the back entrance to the car park. The reason for this is to improve privacy and security. With the business behind us now in operation we have found a lot of traffic back and forth can appear unsafe on a daily basis, also vehicles are throwing up stones and dust, the new fencing will prevent this, especially good as during exceptionally wet periods the children play on the car park surface. The fencing will also add security to the perimeter, hence improving safeguarding for the children.

We have had a security camera fitted to the main entrance front door, again to improve security. Also in our garden as well as the large sail fitted we have been able to purchase 2 large pop up gazebos, this means our overall shading ability is approximately 75 percent, making our garden safe all year round.

Training

All staff are level 3 first aid trained.

All staff have received in house level 2 safeguarding training from me. I also delivered a brief introduction to managing behaviour. I have reached out to all staff in our recent staff meeting to offer more in depth training in my experienced areas. These are:

- More in depth behaviour training
- Speech, language & communication
- TPP and early years mental health awareness and understanding
- One planning and supporting SEND children

If I have enough interest I am happy to deliver training on the above topics.
We have one member of staff currently undertaking a Senco qualification.
Coming up soon is training on observation, assessment and planning.

Staff

All staff are due their supervisions in December, however I have done staff wellbeing check- ins as I feel the gap between supervisions can feel too long.

All staff report to be happy at the moment.

Events

We had a successful summer fete and looking to improve next year to make it a little grander.

Reverend Julie is still involved in our community, she has recently been in for harvest time and we will be celebrating Christmas together.

Overview

Our new children have settled in very well. I am looking forward to the year ahead.

I plan to make more changes over time inside the setting, this will include sourcing funding to create a sensory area.

Enhancing the main hallway to be a more purposeful play area.

I am working to improve the setting to be more communication friendly for children.

Also working towards raising behaviour expectations with the use of visuals and use of language from staff.

Little changes have already been made, nothing exhaustive, staff are adapting well to the changes. C

Changes to the EYFS 2025 and the way Ofsted inspects settings

I have recently undertaken online training with the Early Years Alliance to learn all about the way we will be inspected from now on. I have shared the relevant documents with all staff and we as a team will be working together to achieve best outcomes for our setting.

New Vision Statement

I believe places of early education should have a vision statement to promote what we want our children to achieve by the end of their journey in early years.

I shall now nominate the volunteers for the compulsory trustee roles and then ask for one of you to second them into the position. The motion will then be carried and the person duly elected for the next year.

Trustee	Amy Horton	Nominated by	Jemma Bennett	Seconded by	Laura Edwards
Trustee	Jemma Bennett	Nominated by	Amy Horton	Seconded by	Laura Edwards
Trustee	Laura Edwards	Nominated by	Amy Horton	Seconded by	Jemma Bennett

The following named individuals will become Trustees once all DBS checks and EY2 forms have been completed and come back. Until then they will remain without Trustee responsibilities and voting rights.

Trustee	Lisa Ford	Nominated by	Amy Horton	Second by	Jemma Bennett
Trustee	Joanne Lampard	Nominated by	Amy Horton	Second by	Jemma Bennett

Date of next AGM: TBC

Date of next committee meeting: TBC

Meeting closed at: 7.30pm

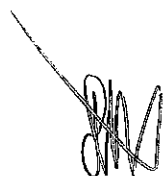
Please note that no other business may be introduced. Items for the committee's consideration at its next meeting may be referred to the Secretary.

WOODHAM MORTIMER PRESCHOOL**REGISTERED CHARITY NUMBER 1208900****RECEIPTS AND PAYMENTS FOR THE PERIOD FROM 24 JUNE 2024 to 31 AUGUST 2025**

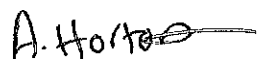
	Notes	Period to 31 August 2025
		£
Income		
Funding		£75,331.40
Fees		£6,872.20
Products		£149.00
Fundraising & Donations		£2,268.32
Deposit		£120.02
Interest		£17.06
Total Income		£84,758.00
Less Operating Expenses		
100 Club Winners		-£300.00
Accounting, Bookkeeping & Payroll		-£1,055.21
Art & Craft Consumables		-£86.58
Bank charges		-£20.63
Furniture & Equipment		-£2,814.10
Fundraising & Expenses		-£108.38
Health, Hygiene & Cleaning		-£427.72
Insurance, ICO & Ofsted		-£915.79
Legal Fees		-£1,080.00
Misc		-£40.00
Phone & Broadband		-£338.51
Postage, Printing & Stationary		-£316.52
Recruitment		-£358.28
Rent & Rates		-£12,755.22
Repairs & Maintenance		-£569.78
Snacks & Food		-£470.97
Staff & Child Welfare		£0.00
Subscriptions		-£304.43
Toys, Books & Resources		-£1,189.83
Training & DBS		-£309.37
Utilities		£0.00
Uniform		-£116.71
Wages & Pensions		-£54,059.07
Website & Advertising		£0.00
Total Operating Expenses		-£77,637.10
Surplus/Deficit		£7,120.90
Cash balances b/f	3	37,075.35
Balances c/f		£44,196.25

WOODHAM MORTIMER PRESCHOOL
REGISTERED CHARITY NUMBER
STATEMENT OF ASSETS AND LIABILITIES FOR AT 31 AUGUST 2025

	Notes	31 August 2025 £
RESERVES		
Balance b/f	3	£37,075.35
Excess income over expenditure		£7,120.90
		<u>£44,196.25</u>
CASH FUNDS		
Current Account		£44,152.06
Petty Cash		£44.19
		<u>£44,196.25</u>
LIABILITIES		
Independent Review	4	£780.00
PAYE/NI		-£114.20
Pensions		£114.21
		<u>£780.01</u>
FUNDS OF THE CHARITY		
Restricted funds		£0.00
Unrestricted funds		£44,196.25
		<u>£44,196.25</u>



6.11.2025



6.11.2025

WOODHAM MORTIMER PRESCHOOL
REGISTERED CHARITY NUMBER
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 BALANCE BROUGHT FORWARD

Balance brought forward from transfer of old charity (no.1060526) to CIO (no. 1208900)

4 INDEPENDENT REVIEW

£780.00 due for Independent Examination costs for the 2024-2025 financial year.

Woodham Mortimer Pre-School Income and Expenditure Account
Period 1 September 2024 to closure 1 February 2025

WOODHAM MORTIMER PRESCHOOL CLOSING ACCOUNTS

CHARITY NUMBER: 1060526

RECEIPTS AND PAYMENTS FOR THE YEAR 1 SEPTEMBER 2024 TO 11 FEBRUARY 2025

(CLOSING DATE PRIOR TO TRANSFER TO CIO CHARITY NUMBER 1208900)

Income	2024/25
ECC Funding	£56,435.54
SYP Grant	
SEN Supplement	£980.70
Fees	£4,914.76
Fees - Deposits	£508.54
Snack	
Fundraising	£2,314.34
Uniform	£315.00
Interest	£18.51
Misc	
Donation	

£65,487.39

Expenditure

Wages, PAYE, NI, EYP & NIC	-£47,576.92
Equipment	-£743.42
Sundry Supplies	-£377.62
Snack	-£301.62
Rent & Heating	-£10,957.60
Training	-£8.00
Stationary/Admin	-£363.69
Insurance	
Refurbishment Costs	-£180.46
Uniform	
Miscellaneous	-£183.62
Legal fees	-£420.00
Accountants fees	-£600.00
Recruitment fees	-£22.72
Subscription fees	-£1,101.24
Utility Bills	-£969.52
Cleaning	-£75.00

-£63,881.43

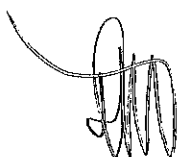
Total Income less Expenditure £1,605.96

Balance as at 1st September	£35,469.39
Excess of Income over Expenditure (same as E42)	£1,605.96
Balance as of 1 February (Bank Balance)	£37,075.35

Bank 1 February (Bank Balance)	£30,001.91
Savings Account Co-Op (Bank Balance)	£2,867.99
Savings Account Scottish Widows (Bank Balance)	£4,160.03
Petty Cash	£45.42
Trade debtors	
	£37,075.35

Unrepresented Cheques	£0.00
Accruals (Club 100)	£0.00
	£0.00

Transfer Balance as at 11 February 2025 £37,075.35



6.11.2025

A. Hoare
6.11.2025

Woodham Mortimer PreSchool
Brookhead Farm
Maldon Road
Woodham Mortimer
Maldon
Essex
CM9 6GP

Trustees Confirmations

The Committee confirm the following:-

1. The appointment of Barnes Clark Accountants Limited as examiners to carry out the Independent Review for the period ended 31 August 2025.
2. The Charity's turnover and asset values are below the threshold at which an Audit is required and that there are no other reasons that makes an Audit necessary.
3. The Charity prepares its Accounts on a receipt and payment basis and it is not required to prepare Accounts on an accruals basis for any other reason.
4. The Internal Financial controls are reviewed by the Trustees regularly to minimise the risk of fraud and errors.
5. The Charity neither received, nor holds, any Restricted or Endowed Funds.
6. The Charity has sufficient funds available to meet its liabilities for a period of at least 12 months from today and there are no liabilities which risk the Charity's going-concern basis.
7. The Petty cash balance held at 31 August 2025 was £44.19.

Signed: A. Horton

Date: 6.11.2025

Amy Horton (Chairperson)

Signed: Jemma Bennett

Date: 6.11.2025

Jemma Bennett (Treasurer)

Independent examiner's report to the trustees of Woodham Mortimer Preschool Charitable Incorporated Organisation ("the CIO")

I report to the charity trustees on my examination of the accounts of the CIO for the period from 24 June 2024 to 31 August 2025.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts carried out under section 145 of the 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 giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records.

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.



Daniel Gardner FCCA

Barnes Clark Accountants Ltd, Victoria House, 88 The Causeway, Maldon CM9 4LL

Date: 6 November 2025