



131 Hailey Road, Witney, Oxon, OX28 1HL
01993 705509

broadhillpreschool@btconnect.com
www.broadhillpreschool.co.uk

Trustees Annual Report 01/08/2024 to 31/07/2025

1. Reference and Administration Details

Charity Trustees:-

Joanna Madden (Chairperson)
Jane Davies
Nicky Best

Property Trustees:-

Mr. John Shepperd
Mrs. Serena Martin
Mrs. Brenda Churchill

Names and Addresses of Advisors:-

Mrs Claire Jones – Knights 1759
Midland House
West Way
Botley
Oxford
OX2 0PH

Tel: 01865 811700

Mrs Margaret Thompson - Witney Book-Keepers Ltd
19 Viner Close, Witney,
Oxfordshire
OX28 1EP

Tel: 01993 702298

Registered Charity 271750



Ofsted Registration 134458





2. Structure, governance and management

Governing document:-

Pre-school Learning Alliance Constitution 2008

Trustee selection methods:-

Election at AGM and appointed by existing trustees

Additional Governance issues:-

Broadhill Pre-school is a member of the Early Years Alliance (EYA).
The policies adopted by the trustees follow the guidelines set by the Early Years Alliance.

All trustees are encouraged to attend training run by the EYA and Oxfordshire County Council.

Summary of the objects of the charity set out in its governing document:-

To provide pre-school education for two to four year olds in-line with the Early Years Foundation Stage (EYFS)

Summary of the main activities in relation to these objects:-

Working in accordance with OFSTED regulations and in-line with the current Early Years Foundation Stage.

At Broadhill we aim to encourage children to learn, play and develop in a safe, happy and stimulating environment.

We build on the child's learning and development through child-initiated play, we provide an enriched environment that is age appropriate, supportive resources that enables us to capture the children's natural curiosity. We believe with the correct environment the children will learn, develop, flourish and make continuous progress. We employ experienced and well-trained staff to provide spontaneous learning opportunities for the children. The staff are present to prompt, suggest, model, praise and support the children throughout their sessions with us. We provide a support network for our children and their families, helping them with applications for schooling and funding etc.



Summary of the main achievements of the charity during the year:-

Broadhill Pre-School continues to warmly welcome all children and their families, regardless of individual needs and disabilities. With our highly experienced team, we remain committed to providing inclusive opportunities throughout the preschool years, supporting every child to reach their full potential.

All staff members complete compulsory training alongside additional courses that not only enhance their skills but also benefit the preschool as a whole.

This year began quietly, with 22 children enrolled initially and an additional 6 joining through the year. In April 2024, we implemented the Working Families 2-Year Funding, offering 15 hours of government-funded childcare. Although interest in places for 2-year-olds increased for September 2025, our ability to expand sessions was limited due to staffing constraints and required ratio adjustments, leading some families to seek alternative arrangements.

Our tradition of day trips continued this year. In December, we returned to Roves Farm for their festive Christmas Experience, and our summer outing took us back to the Cotswold Wildlife Park. We remain dedicated to providing enriching experiences especially for children who are less fortunate.

For the first time in many years, we successfully held a Summer Fete. The organising committee worked tirelessly to deliver a fantastic community event, which was met with great enthusiasm and participation.

We actively promote Broadhill Pre-School through social media channels and benefit greatly from positive word-of-mouth referrals from former parents and carers. All families receive comprehensive welcome packs along with informative documents detailing the services and support available at Broadhill Pre-School.

We look forward to continuing our commitment to providing a nurturing, inclusive environment where every child can thrive.

Policy on Reserves:-

In accordance with guidelines from the PSLA, Reserves of £45,000 are held in a savings account.

This would cover redundancy payments in the event of unexpected staffing cuts.

Declaration

The trustees declare that they have approved the trustees report.

Full name: Joanna Madden

Signed: *Joanne Madden*

BROADHILL PRE-SCHOOL

ACCOUNTS

FOR THE YEAR ENDED

31st JULY 2025

BROADHILL PRE-SCHOOL
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31st JULY 2025

INCOME	2025		2024	
Fees:-				
Parents		14384.00		35058.50
Funded		135256.90		129017.40
General fund raising	2936.65		10239.69	
Less Expenses	<u>-11138.49</u>	-8201.84	<u>-1688.18</u>	8551.51
Staff funding				
Food Vouchers		2280.00		1710.00
Bank Interest		2409.01		871.32
Sundry Income				
Other		618.82		1363.49
Funds from Deposit		10890		
Covid WODC Grant				
TOTAL INCOME		<u>157636.89</u>		<u>176572.22</u>
EXPENDITURE				
Salaries	110407.92		103029.62	
Pension	7224.78		6590.44	
Food Vouchers	2205		1890.00	
Telephone	316.12		360.36	
Electricity	3054.49		2293.62	
Council Tax	742.76		824.11	
Water Rates	517.35		612.05	
Sundries	4163.3		4313.46	
Insurance	1943.77		1660.11	
Building Maint. and rent	8492.71		16741.87	
Toys & Equipment	9304.3		2602.70	
Cleaning	1794.32		2110.48	
Stationery/copier	2019.64		1019.42	
Bank charges	98.39		89.62	
HMRC	15026.01		13589.61	
Payroll Costs	876		804.00	
Refunds/Training	1255		738.96	
Staff Vouchers	515		700.00	
Software	1137.60			
Accountancy	<u>120.00</u>		<u>120.00</u>	
TOTAL EXPENDITURE		<u>171214.46</u>		<u>160090.43</u>
NET (DEFICIT)/SURPLUS OF INCOME OVER EXPENDITURE		<u>-13577.57</u>		<u>16481.79</u>

BROADHILL PRE-SCHOOL

BALANCE SHEET

As at 31st July 2025

	2025	2024
BANK AND CASH BALANCE BROUGHT FORWARD		
Current Account	54200.67	61660.39
Savings Account	45000.00	30000.00
Fundraising Account	10332.86	1781.35
Cash In Hand		
Cheques not presented		
(Deficit)/Surplus of Income	-13577.57	16481.79
Over Expenditure		
Accountants adjustment		
Closing Balance	95955.96	109923.53
BANK AND CASH BALANCES CARRIED FORWARD		
Current Account	48944.94	54200.67
Savings Account	45000.00	45000.00
Fundraising Account	2131.02	10332.86
Cash in hand		
Cheques not yet presented		
Accruals	-120.00	-120.00
Closing Balance	95955.96	109533.53

BROADHILL PRE-SCHOOL

ACCOUNTS

FOR THE YEAR ENDED

31st JULY 2025

ACCOUNTANT'S STATEMENT

I hereby confirm that the accounts attached show a true and accurate record of the finances of Broadhill Pre-School for the year ended 31st July 2025 in accordance with the books and expenditure provided to me.

ACCOUNTANT

Margaret Thompson

WITNEY BOOK KEEPERS LTD

DATE04/09/2025.....

BROADHILL PRE-SCHOOL

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