

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	31	January	2024		31	January	2025

Section A Reference and administration details

Charity name Happy Hours Pre School

Other names charity is known by

Registered charity number (if any) 293559

Charity's principal address

Polehampton Infant School

Hermitage Drive

Twyford, Berkshire

Postcode

RG10 9HS

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	Cath Mileman	Chair	To 01/07/24	
2	Suzi Chandler	Secretary	To 01/07/24	
3	Elizabeth May	Treasurer		
4	Suzie Shaw	Trustee	To 01/07/24	
5	Lauren Abraham	Trustee	To 01/07/24	
6	Frank Collins	Trustee		
7	Jatinder Dhanoa	Trustee	To 01/07/24	
8	Elisabeth Croft	Trustee	To 01/07/24	
9	Katey Matthey	Trustee	To 01/07/24	
10	Katharine Pugh	Chair	From 02/07/24	
11	Phillippa Middleton	Vice Chair / Secretary	From 02/07/24	
12	Polly Chandler	Trustee	From 02/07/24	
13	Zoe Correa	Trustee	From 02/07/24	
14	Katie Thatcher	Trustee	From 02/07/24	
15	Carly Chappell	Trustee	From 02/07/24	
16	Lorraine Griffin	Trustee	From 02/07/24	
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Katharine Cromar - Manager

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution 2011
How the charity is constituted (eg. trust, association, company)	Charitable Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by members

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The pre school operates on a model suggested by the Early Years Alliance on which the constitution is provided and adopted. The manager works alongside the trustees to manage through regular contact and committee meetings 6 times per annum.

Section C Objectives and activities

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

Our pre school aims to provide high quality care and education for children aged 2.5 years up to school to prepare them for life's journey in a safe, caring, inclusive environment.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

We offer appropriate play, education and care facilities, family learning and flexible hours. With parent's consent, we take full responsibility for, and become involved in activities in the setting ensuring that we offer opportunities for children of all race, culture, religion, means or ability within our setting.

We encourage the study of the needs of individual children and their families promoting public interest in and recognition of such needs in the local area.

We run the pre school in reference to the guidance and objectives set by the Early Years Alliance, Statutory Guidance and the EYFS and have regards to the guidance issued by the Charities Commission on Public Benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

We have fund raised for several building maintenance projects to be completed. Provision of educational services to children from the ages of 2.5 to 4.

Section E

Financial review

Brief statement of the charity's policy on reserves

We maintain enough monies to ensure that general expenditure is not affected by the fluctuations in the timing of our income from EYNF via local authority. We maintain sufficient income to maintain and repair our current facility whilst continually fundraising for the eventual replacement of our old terrapin building.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

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Section F	Other optional information
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Section G	Declaration
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The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	E May	
Full name(s)	Mrs Elizabeth R May	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	29/01/2025	

HAPPY HOURS PRE-SCHOOL - REGISTERED CHARITY 293559

STATEMENT OF ASSETS AND LIABILITIES

as at 31 March 2024

	Unrestricted £	Restricted £	Funds Endowment £	2023 £
<u>B1 Cash Funds</u>				
Bank - No 1	-	-		-
Bank - No 2		-		-
Bank - No 3	248,873			246,387
	<hr/>	<hr/>	<hr/>	<hr/>
	248,873	-	-	246,387
<u>B2 Other monetary assets</u>				
HMRC overpayments				
Debtors				-
				Funds to which asset belongs
	Funds to which asset belongs	Cost	Current value	
<u>B3 Investment assets</u>				
		-	-	
<u>B4 Assets retained for charity's own use</u>				
Premises				
Furniture, fixtures and fittings				
<u>B5 Liabilities</u>				
Trade creditors				
Employee wages				
Employee expenses				
Deferred revenue				
Total liabilities				

Happy Hours Pre-School operates under a model constitution recommended by the Pre-School Learning Alliance to provide pre-school facilities in Twyford & District. The committee considers a Receipts and Payments account to be the appropriate form of report and the accounts should be reviewed by an independent examiner. All funds were free funds. There were no restricted or endowed funds. I approve these accounts and confirm that I have made available all relevant records and information for their preparation

Elizabeth May – Treasurer and Trustee

**HAPPY HOURS PRE-SCHOOL -
REGISTERED CHARITY 293559**

**RECEIPTS AND
PAYMENTS ACCOUNT**

**for the Year Ended 31
March 2024**

	Unrestricted £	Restricted £	Funds Endowment £	2024 Total £	2023 Total £
<u>A1 Receipts</u>					
Fees	128,188	-		128,188	140,977
Special Needs funding	-	-		-	-
Donations	900	-		900	-
Fundraising	1,391	-		1,391	1,970
Bank Interest	-	-		-	-
Sundry	6	-		6	1,000
Sub total	130,485	-	-	130,485	143,947
<u>A2 Asset and investment sales etc</u>					
	-	-	-	-	-
Total receipts	130,485	-	-	130,485	143,947
<u>A3 Payments</u>					
Employee Costs	115,674			115,674	104,620
Premises Costs	6,214			6,214	2,732
General administrativ e expenses	5,729			5,729	7,348
Fundraising	-			-	-
Legal and professional costs	-			-	670
Other finance charges	108			108	180
Other expenses	275			275	205

	Sub total	128,000	-	-	128,000	115,757
<u>A3 Asset and investment purchases etc.</u>		-	-	-	-	-
Furniture, Pictures and Fittings		-			-	-
	Total payments	<u>128,000</u>	<u>-</u>	<u>-</u>	<u>128,000</u>	<u>115,757</u>
	Net of receipts/(net of payments)	<u>2,485</u>	<u>-</u>	<u>-</u>	<u>2,485</u>	<u>28,191</u>
A5 Transfers between funds		-	-	-	-	-
A6 Cash funds last year end		246,387			246,387	218,196
	Cash funds this year end	<u>248,873</u>	<u>-</u>	<u>-</u>	<u>248,873</u>	<u>246,387</u>

HAPPY HOURS PRE-SCHOOL - REGISTERED CHARITY 293559

NOTES TO THE ACCOUNTS

for the Year Ended 31 March
2024

	2024 £	2023 £
<u>1 Receipts & Payments Account analysis</u>		
Receipts		
Fees	128,188	140,977
Special Needs funding	-	-
Donations	900	-
Fundraising	1,391	1,970
Bank Interest	-	-
	<hr/> 130,479 <hr/>	<hr/> 142,947 <hr/>
Other receipts		
Milk	-	-
Training	-	-
Outings	-	-
Sundry	6	1,000
	<hr/> 6 <hr/>	<hr/> 1,000 <hr/>
	<hr/>	<hr/>
TOTAL IN	<hr/> 130,485 <hr/>	<hr/> 143,947 <hr/>
Employee Payments		
Wages and salaries	115,674	104,548
Staff training	-	72
	<hr/> 115,674 <hr/>	<hr/> 104,620 <hr/>
Premises payments		
Rent	1,879	

		810
Rates	983	1,776
Maintenance and repairs	2,631	146
Supplies	721	-
	6,214	2,732
Asset Purchases		
Furniture, Fixtures and Fittings	-	-
	-	-
General administrative expenses		
Phones	1,682	-
Materials and consumables	2,467	4,082
Information and publications	192	-
Subscriptions	48	97
Insurance	689	670
Equipment expensed	650	2,500
	5,729	7,348
Fundraising		
Fundraising	-	-
Legal and professional payments		
Accountants fees	-	620
Other legal and professional	-	50
	-	670

Other finance payments

Bank Charges

108

180

Other payments

Sundry

-

205

Milk

-

-

Groceries

-

-

Outings

275

-

275

205



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Happy Hours Pre-School

On accounts for the year
ended

31 March 2024

Charity no
(if any)

293559

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 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 (other than that disclosed below *) 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Gisela Sharpe

Date:

23/01/2024

Name:

Gisela Sharpe FCCA

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

ACCA

Address:

16 Lincoln Gardens

Twyford

Berkshire RG10 9HU.

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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).

re here brief details of
y items that the
aminer wishes to
sclose.