



## **Hardwick & Arden Pre-school**

Registered Charity No. 293654

**Hardwick Community Centre  
Ferriston  
Banbury  
Oxon  
OX16 1XE**

## **TRUSTEES ANNUAL REPORT**

FINANCIAL YEAR 01/04/2023 TO 31/03/2024

**CHARITIES PRINCIPAL ADDRESS:** 29 GUERNSEY WAY  
BANBURY  
OXFORDSHIRE  
OX16 1UE

### **NAMES OF THE CHARITY TRUSTEES:**

NAME	OFFICE (IF ANY)	DATES ACTED, IF NOT FOR WHOLE YEAR
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TRACEY BRAIN	CHAIR PERSON	
ARLETTE WYATT	TREASURER	
JESSICA EIGHTEEN	SECRETARY	
LOUISE WALDEN		
HEIDI JAMES		

**GOVERNING DOCUMENT:** PRE-SCHOOL LEARNING ALLIANCE CONSTITUTION

### **OBJECTS OF THE CHARITY:**

To enhance the development and education of local pre-school children, regardless of race, culture, religion or means.

### **ACTIVITIES & ACHIEVEMENTS:**

A good year for Pre-school. Numbers are low and not many coming through on the waiting list.

In the summer we held a stay and play session for parents and children and this was enjoyed by all. 1 staff member has completed the Early Years Development programme which they found a useful refresher of knowledge and have brought some good ideas back to the setting. More advertising needed to try and bring in some more children.

Struggling to recruit new staff member. No suitable candidates applying.

**DECLARATION:** The trustees have approved the trustees' report above.

SIGNATURE

FULL NAME Tracey Brain

POSITION Chair

DATE 9<sup>th</sup> December 2024



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Hardwick & Arden Pre-School

293654

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## Receipts and payments accounts

For the period from	01/04/2023	To	31/03/2024
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fees	3,876	-	-	3,876	3,690
Early Years Funding	82,751	-	-	82,751	85,079
Interest	193	-	-	193	-
Miscellaneous	-	-	-	-	-
Household Support Fund	1,170	-	-	1,170	1,080
Donation Hook Norton Playgroup	16,925	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>104,915</b>	<b>-</b>	<b>-</b>	<b>87,990</b>	<b>89,849</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>104,915</b>	<b>-</b>	<b>-</b>	<b>Cross Add Error</b>	<b>89,849</b>
<b>A3 Payments</b>					
Employment Costs	74,085	-	-	74,085	73,013
Advertising - Recruitment	431	-	-	431	1,066
Rent	9,400	-	-	9,400	8,250
Insurance	643	-	-	643	1,199
Office Costs	1,563	-	-	1,563	1,452
Nursery Running Costs, Equipment and Activities	6,698	-	-	6,698	3,901
Staff Training	172	-	-	172	709
Bank Charges	79	-	-	79	90
Professional Fees	510	-	-	510	510
Uniform	434	-	-	434	-
OCC Voucher Costs	945	-	-	945	1,635
Miscellaneous Costs	9	-	-	9	122
<b>Sub total</b>	<b>94,969</b>	<b>-</b>	<b>-</b>	<b>94,969</b>	<b>91,947</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>94,969</b>	<b>-</b>	<b>-</b>	<b>94,969</b>	<b>91,947</b>
<b>Net of receipts/(payments)</b>	<b>9,946</b>	<b>-</b>	<b>-</b>	<b>#VALUE!</b>	<b>- 2,098</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>67,964</b>	<b>-</b>	<b>-</b>	<b>67,964</b>	<b>70,062</b>
<b>Cash funds this year end</b>	<b>77,910</b>	<b>-</b>	<b>-</b>	<b>#VALUE!</b>	<b>67,964</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	National Westminster Bank	77,910	-	-
	Nationwide Building Society	-	-	-
	Petty Cash	-	-	-
	<b>Total cash funds</b>	<b>77,910</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		Unrestricted	2,666	-
	b/f 2017	Unrestricted	2,234	-
	b/f 2018	Unrestricted	1,119	-
	Desktop Computer	Unrestricted	590	-
	Creepy Crawlies Outdoor Board Set	Unrestricted	174	-
	Epson Printer	Unrestricted	180	-
	Play Equipment 2021	Unrestricted	348	-
	Amazon Tablets x 4	Unrestricted	949	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Accountancy Fees	Unrestricted	510	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	

# ACCRUE FINANCIAL LIMITED

The Trustees  
Hardwick and Arden Pre School  
Hardwick Community Centre  
Ferriston  
Banbury  
Oxon  
OX16 1XE

4<sup>th</sup> December 2024

To The Trustees,

**Accounts for the Year Ended 31<sup>st</sup> March 2024**

**Charity Number: 293654**

As requested, I have conducted an Independent Examination of the Accounting Records of the Charity known as Hardwick and Arden Pre School for the above dated period.

Based on the information and documents provided to me I believe the records represent a true and fair view of the Charity's financial position at that date and as such I have prepared Receipts and Payments Accounts using that information for presentation to The Trustees.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Jennie Clarke', with a stylized, flowing script.

Jennie Clarke M.A.A.T.  
Director

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