



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **1 April 2024** To **31 March 2025**

Charity name: **Hagbourne Pre-School**

Charity registration number: **294277**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide a preschool setting run according to government standard, monitored by OFSTED.
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	The preschool runs 38 weeks per annum to offer morning and afternoon sessions, Monday to Friday. The preschool maintains close relationships with parents and carers. Regular parent helper schemes and coffee mornings facilitates this network. The preschool holds three end of term shows throughout the year, plus a 'mini explorers' club weekly for 3-5 year-olds to have small trips in local woods. Daily activities are carefully planned to follow the EYFS to ensure all children receive the education they require prior to starting primary school.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The committee trustees have had regard to the guidance issued by the Charity Commission on public benefit.

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	The preschool is run by a committee of volunteers along with the paid manager. The preschool also operates a parent

		helper scheme, where volunteers attend in the mornings to assist preschool staff.
Other		n/a

## 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	<p>The preschool benefits all of the children and their families by delivering excellent education requirement prescribed by EYFS, preparing children with necessary skills and knowledge for a smooth transition to primary schools.</p> <p>The aim of the preschool is to offer a fun, caring and stimulating environment to pre-school children aged 2-5 years. It has passionate and highly skilled staff working hard to provide equal development and education for all children, regardless of their ethnic, religious and cultural background, or ability levels.</p> <p>OFSTED rated the preschool 'Good' overall in the most recent visit in February 2024.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The preschool's finance has a substantially improved financial position in FY25 year end, with a surplus of £48,448, compared with a surplus of £780 from the previous financial year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The preschool holds a reserve so that in an event it was to be dissolved, there would be enough money to make redundancy payment to its staff and to settle all lawful outstanding liabilities.
Amount of reserves held	Para 1.22	£131,747
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	The preschool's surplus in FY25 is due to an increase in funding following Government changes, along with maintaining robust controls on expenditure. The preschool's reserve has continued to be maintained at a healthy level compared with the near-break-even results in prior years. Budget monitoring is a key agenda item of the monthly committee meeting, and the committee is actively exploring options to maintain the preschool's financial resilience.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The principal sources of funds is Oxford County Council's funding, and fee payments made by parents of children attending the setting.
Investment policy and objectives including any social investment policy adopted	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	n/a
Other		n/a

# 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	Sophie Garland			Annual Governance Meeting
2	Sarah Williams			Annual Governance Meeting
3	Amy Margaret Dyer		27/09/2024	Annual Governance Meeting
4	Melissa Jayne Whorley Smith			Annual Governance Meeting
5	Katie Louise Kennedy		16/11/2024	Cheng Sha
6	Cheng Sha			Annual Governance Meeting
7	Jessica Wells			Annual Governance Meeting
8	Hannah Watkins		01/03/2025	Annual Governance Meeting
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

## 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	

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	The preschool has a constitution preschool learning alliance model, governed by preschool constitution 2008.
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Unincorporated association
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	The preschool uses constitution document as base for formal agreement and elects its trustees at Annual Governance Meetings.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Hagbourne Pre-School
Other name the charity uses	n/a
Registered charity number	294277
Charity's principal address	Hagbourne Village Hall Main Road East Hagbourne OX11 9LR

**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

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**Other optional information**

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	S. Garland	Amy Dyer
Full name(s)	Sophie Garland	Amy Dyer
Position (eg Secretary, Chair, etc)	Chairperson	Secretary

Date 19/09/25





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Hagbourne Preschool

294277

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/04/2024

To

Period end date  
31/03/2025

### Section A Receipts and payments

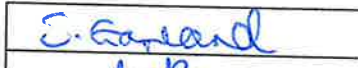

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Bank Interest	2,004	-	-	2,004	1,478
Fees	24,050	-	-	24,050	32,831
Funding	166,252	-	-	166,252	89,111
Donation	500	-	-	500	750
Fundraising	5,080	-	-	5,080	4,733
Sundry income	1,321	-	-	1,321	2,748
Uniform sale	116	-	-	116	248
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>199,323</b>	<b>-</b>	<b>-</b>	<b>199,323</b>	<b>131,899</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>199,323</b>	<b>-</b>	<b>-</b>	<b>199,323</b>	<b>131,899</b>
<b>A3 Payments</b>					
Admin expenses	684	-	-	684	460
Bank charges	60	-	-	60	60
Broadband provider	-	-	-	-	909
Christmas party	235	-	-	235	226
Equipment - other	582	-	-	582	354
Equipment - Play and Education	3,592	-	-	3,592	2,906
Flu vaccine	15	-	-	15	26
Fundraising expenses	100	-	-	100	343
Household consumables	2,363	-	-	2,363	3,028
Insurance	1,454	-	-	1,454	1,681
Meetings and events	1,101	-	-	1,101	1,065
Payroll service fee	620	-	-	620	584
Rent	10,910	-	-	10,910	12,035
Salaries	120,278	-	-	120,278	100,523
NEST pension	4,359	-	-	4,359	3,016
Snacks	2,001	-	-	2,001	2,423
Staff costs	767	-	-	767	-
Staff phone	216	-	-	216	296
Stationery & postage	515	-	-	515	821
Training	736	-	-	736	307
Sundry expenses	229	-	-	229	-
Web hosting and domain	58	-	-	58	58
	-	-	-	-	-
<b>Sub total</b>	<b>150,875</b>	<b>-</b>	<b>-</b>	<b>150,875</b>	<b>131,119</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>150,875</b>	<b>-</b>	<b>-</b>	<b>150,875</b>	<b>131,119</b>
<b>Net of receipts/(payments)</b>	<b>48,448</b>	<b>-</b>	<b>-</b>	<b>48,448</b>	<b>780</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>83,299</b>	<b>-</b>	<b>-</b>	<b>83,299</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>131,747</b>	<b>-</b>	<b>-</b>	<b>131,747</b>	<b>780</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>	Cash at bank and in hand	131,747	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	131,747	-	-
	(agree balances with receipts and payments account(s))			
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	 	Sophie Garland (Chair) Amy Dyer (Secretary)	19/09/25 19/09/25

CCXX R2 accounts (SS) 2 11/09/2025



Section A

Independent Examiner's Report

Report to the trustees

Charity Name  
Hagbourne Pre-School

On accounts for the year  
ended

31/03/2025

Charity no  
(if any)

294277

Set out on pages

1-2

(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 **31/03/2025**.

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<sup>rd</sup> Sept. 2025

Name:

Lyndsey Bickell

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

AAT Advanced Diploma in Accounting - Level 3  
20+ years bookkeeping experience

**Address:** 100 Abbott Road, Didcot, Oxon OX11 8HZ

**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.**