



Trustees' Annual Report for the period

Period start date

01/09/2022

Period end date

T31/08/2023

From

Section A Reference and administration details

Charity name

Yateley Community Pre-school

Other names charity is known by

Registered charity number (if any)

298231

Charity's principal address

Cranford Park Drive

Yateley

Hampshire

Postcode

GU46 6LB

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	Chair	2022/2023	Samantha Cheyney
2	Treasurer	2022/2023	Abbie Fitzsimmons
3	Secretary	2022/2023	Portia Rowe
4	Member	2022/2023	Jennie Mallin
5	Member	2022/2023	Clare Hutchinson
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name Jennifer mallin	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <small>(eg Part 36ed constitution)</small>	Constitution
How the charity is constituted <small>(eg Part 36ed constitution)</small>	Trust
Trustee selection methods <small>(eg elected by affected parties)</small>	Elected by members at Annual General Meeting

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.

Section C Objectives and activities

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

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)

Outstanding education and care within the Pre-school setting, including art and craft activities, music and movement in the near-by school hall, outdoor play, cooking, water play, messy play, balance and steering equipment, ball games, gardening, informative technology, story time and singing, role-play, acting out stories involving all the children, mark making, treasure hunts, phonics, counting, looking after fish and tadpoles, various topics and themes throughout the year. We also are always taking into account the children's interests.

Our role as a community pre-school is important to us and as such we welcome and support children from all sections of the community, from all backgrounds, embracing their differences and supporting additional needs they may have. We also endeavour to reach out to the wider community through our events such as quiz night's and The Yateley May fair, our yearly Summer fete. We also take part in the Twilight Run held at Blackbushe Airport. We have also held raffles and cake sales throughout the year.

We accept children from their second birthday and receive 2-year-old funding as well as funding for 3- and 4-year-olds. We also offer 30 hours funding to our working parents. Parents also pay top up fees for any attendance in excess of funded hours. Potential parents are welcome to come and visit at any time to have a look around. We offer a range of drop-off and pick up times to do our best to accommodate working families.

Our staff members attend meetings with other local early years providers, also meetings with reception teachers and regular special educational needs co-ordinator meetings. We ensure staff members are up to date with all training requirements including health and safety, first aid, safeguarding, FGM, and others as appropriate. Parents are always welcome to engage with their child's learning through stay and play sessions and joining the committee as trustees. We operate an open-door policy for parents.

We have various documents on our website detailing the policies we uphold under the Early Years Alliance, and giving information on such issues as language development, sharing songs and stories, special educational needs and choosing early years education. We also send out a weekly email to our parents which includes details about local events and activities. Hard copies are available if parents do not have access to emails.

Our fundraising events such as our quiz night, bingo and gin tasting, summer fete and art fair are open to the public and are usually well attended. We rely on our fundraising to cover core costs and enhance our setting.

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.

We have had a generous donation made from a past parent, where they held a plant stall throughout spring time and gave YCPS the proceeds.

We also received a donation from a past parent where that parent had a stall at a local fair and donated a proportion of the proceeds to out preschool.

Section D

Achievements and performance

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Achievements and performance

Summary of the main achievements of the charity during the year

The pre-school has over 60 children on its books this year. We have continued to offer the 30 hours funding. We continue to have 6 staff per session.

This past year has been very busy, it's been a challenge trying to accommodate all parents who have requested a place at our setting.

We sent the reception year intake to their respective schools, knowing our children were prepared and ready having the confidence of a good foundation of learning.

We have continued working hard to fundraise to ensure our pre-school remains financially viable despite changes to our income and expenditure for example pensions and the increase to the living wage.

Fundraising was challenging as people have had less disposable income to give away or donate to charities. This has been due to the constant rise in consumables and general cost of living..

Engagement with other Early years settings has continued and has been productive and staff have continued to add to their skills and training. All Staff have completed First Aid, Safeguarding, Prevent training, Behaviour Training and various other courses relevant to their role within our Preschool.

Section E

Financial review

Brief statement of the charity's policy on reserves

Yateley Community Pre-School aims to hold sufficient financial reserves to sustain the Pre-School if income falls below expected levels, or to cover any outgoings such as redundancy payments if the Pre-School had to close.

Budgets are completed annually and updated as necessary to take account of all factors affecting income and expenditure. The amount held in the reserve account is reviewed regularly to ensure that sufficient funds are available. Reserves are held in a bank account where interest is earned but there is instant access.

We calculate the appropriate reserves level to be three months' running costs

Details of any funds materially in deficit

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.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

TAR

Signature(s)	<i>L Harding</i>	<i>4</i>	<i>JA</i>
Full name(s)	LAURA HARDING	ABBIE FITZSIMMONS	
Position (eg Secretary, Chair, etc)	LAURA HARDING CHAIR	TREASURER	
Date	14.06.23		



Section A

Independent Examiner's Report

Report to the trustees/
members of

Yateley Community Pre-School

On accounts for the year
ended

31 August 2023

Charity no
(if any) 298231

Set out on pages

10 and 11

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2023.

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

The charity's gross income does not exceed £250,000.

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.

DocuSigned by:

Signed:

Jeanette Hill
FB507E17362D43E

Date: 24-Jun-2024

Name:

Jeanette Hill

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

ACA CTA

Address:

10 Village Way

Yateley

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.

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Yateley Community Preschool

Receipts and Payments for the year ended 31st August 2023

<u>Receipts</u>	<u>2022/2023</u>	<u>2021/2022</u>
Fees (IF)	£26,834.80	£27,135.90
Childcare Vouchers (IA)	£12,998.19	£19,223.33
HCC Grant Funding (IG)	156486.34	£119,344.53
Grant funding received in prior year relating to current year	£0.00	£0.00
Committee Fundraising (IB,IE,IK,IO,IP,IQ,IS,IT,IU,IW,IX,IZ,XR,)	6471.57	£9,150.42
Other income(OC,OD,OF,OS,OY,OQ)	6784.43	£3,852.44
Donations & commission (IC,ID)	2456.89	£5,963.65
Interest received	£391.43	£23.06
Total receipts	£212,423.65	£184,693.33

Payments

Salaries (OS)	£165,080.75	£145,063.59
Rent and Rates (OR)	£10,732.40	£10,485.12
Premises Expenses (OD,OH,OM,OE)	£5,113.01	£6,312.87
Insurance (OI)	£2,130.46	£2,098.20
Food vouchers (IG)	1386.13	£0.00
Committee Fundraising Costs (IM,IK,IQ,IW,IY, fund exp)	£2,236.85	£1,292.40
Learning Resources & photoprinting (OP,OY, designated funds)	£177.39	£19.19
Office Costs (OO,OZ)	£1,682.99	£689.22
Donations & fundraising specified expenditure (ID,OF)	£125.00	£0.00
Garden Costs (OG)	£654.76	£6,581.46
Repairs/Renewals (ON)	£351.99	£2,624.76
Lease renewal (ON)	£0.00	£0.00
Training and Subscriptions (OT)	£379.00	£606.84
Sundry Expenses (IF,OU,OX,)	£0.00	£517.98
Other Income Expenditure (OC,IL,IP,IS,IT,IU,OX) accountancy	£9,825.18	£1,413.98
Total Payments	£0.00	£350.00

£199,875.91 £178,055.61

Surplus / (Deficit) for the year

£12,547.74 £6,637.72

Signed for 2022/2023

DocuSigned by:

Jennie Hill
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24-Jun-2024

J M Hill ACA CTA

Statement of Assets and Liabilities as at 31st August 2022

Fixed Assets	£0.00	£0.00
Current Assets		
Lloyds Banking Group Current Account	£31,002.53	£18,846.22
Lloyds Banking Group Savings Account	£ 21,131.37	£20,807.00
Lloyds Banking Group Call Account	£ 12,942.78	£12,877.11
Cash in Hand	£ 40.00	£40.00
	£65,116.68	£52,570.33
Net Current Assets	£65,116.68	£52,570.33
Capital		
Bank Funds Opening Balance	£18,846.22	£14,563.35
Petty Cash Opening Balance	£40.00	£40.00
Savings Account Opening Balance	£20,805.61	£20,790.76
Call Account Opening Balance	£12,877.11	£10,538.50
(Deficit)/Surplus for the year	£12,547.74	£6,637.72
	£65,116.68	£52,570.33

Signed for 2022/2023

DocuSigned by:

Jennie Hill

24-Jun-2024

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J M Hill ACA CTA