



Trustees' Annual Report for the period

|      |                   |    |      |    |                 |    |      |
|------|-------------------|----|------|----|-----------------|----|------|
| From | Period start date |    |      | To | Period end date |    |      |
|      | 01                | 09 | 2023 |    | 31              | 08 | 2024 |

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           | 2023/2024                         | Laura Harding   |
| 2  |              | Treasurer       | 2023/2024                         | Abbie Fitzsimmons   |
| 3  |              | Secretary       | 2023/2024                         | Pippa Hammond   |
| 4  |              | Member          | 2023/2024                         | Jennie Mallin   |
| 5  |              | Member          | 2023/2024                         | Clare Hutchinson  |
| 6  |              |                 |                                   |   |
| 7  |              |                 |                                   |   |
| 8  |              |                 |                                   |   |
| 9  |              |                 |                                   |   |
| 10 |              |                 |                                   |   |
| 11 |              |                 |                                   |   |
| 12 |              |                 |                                   |   |
| 13 |              |                 |                                   |   |
| 14 |              |                 |                                   |   |
| 15 |              |                 |                                   |   |
| 16 |              |                 |                                   |   |
| 17 |              |                 |                                   |   |
| 18 |              |                 |                                   |   |
| 19 |              |                 |                                   |   |
| 20 |              |                 |                                   |   |

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<br>(eg. trust deed, constitution)        | Constitution                                 |
| How the charity is constituted<br>(eg. trust, association, company) | Trust  |
| Trustee selection methods<br>(eg. appointed by, elected by)         | 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, sensory play, story time and singing, role-play, acting out stories involving all the children, mark making, treasure hunts, phonics, counting, looking after fish and tadpoles, caterpillars and butterflies, Various bugs, various topics and themes throughout the year. We also are always taking into account the children's interests. We have a school trip every year to Wyndhams pond where the rangers talk about the importance of looking after our environment. The children have an opportunity to take part in bug hunts, pond dipping, making clay tree people and much more.

We have had visits from Fire officers, Police, midwives, Dental nurses, paediatricians, teachers and many more. We invited the children from the near by school to come and see our amazing Space display. The older children joined us to act out the solar system on the playground. It was wonderful to see the older children helping our younger children understand how the solar system works.

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.

This year we continued to support an SEN child needing one to one care. This did ultimately impact staffing, bringing different challenges and pressures to the setting. We employed new members of staff this year. We have continued to see an increase in SEN children. Our community preschool will always strive to offer support, be accommodating and flexible and show understanding and inclusiveness to all our families.

We did, unfortunately have a disappointing Ofsted result in November which affected us all. Morale was low and we did lose a member of staff later in the year. The settings finances were impacted at this time as we increased all our staff training schedules, refreshed and updated on all knowledge. Although it felt like an awful long time for us all, we worked hard to turn the result around. Both parents and committee offered their support. We had an excellent committee, who gave their time, advice and supported us immensely through this challenging period. Thankfully in March the following year we had another visit from Ofsted and this time received a grade we were pleased with.

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. The 30 hours for working families has impacted us. We receive less money through funding than fees, and as more parents took up the funded hours we found ourselves sending out less fee invoices. We had to adapt and accept new ways. 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.

We have introduced a range of resources for parents to borrow. ie Bags that the parents can borrow to support their children at home with Potty training, Healthy lunchboxes, dummies, moving house, big emotions and much more. Each bag containing a wide range of items from books to sticker charts, offering advice, hints and tips.

We endeavour to reach out to the wider community through our events such as quiz night's, The 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.

Our fundraising events such as our quiz night, Raffles, May fayre, Christmas fairs 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)**

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 our preschool.

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

The pre-school has over 50 children on its books this year. We have continued to offer the 30 hours funding. We continue to have 6 staff per session. We have seen a drop in our numbers of families as more children are taking up more sessions, many of them attending all day, every day.

The past year has been very busy, it's been a challenge trying to accommodate all parents who have requested a place at our setting. Since the government offering the 30 hours we have seen an increase in numbers.

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.

We unfortunately had to cancel our summer fair this year due to bad weather. This did have an impact on our final fundraising figures. It's such a shame when we have to cancel events, whether that be through poor weather or lack of helpers.

Fundraising was much more 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



Signature(s) L Harding Abb

Full name(s) LAURA HARDING ABBIE FITZSIMMONS

Position (eg Secretary, Chair, etc) LAURA HARDING CHAIR

Date 14.06.25 Oct.



**Yateley Community Preschool**  
**Receipts and Payments for the year ended 31st August 2024**

| <b><u>Receipts</u></b>  | <b><u>2023/2024</u></b> | <b><u>2022/2023</u></b> |
|---|-------------------------|-------------------------|
| Fees (IF,)  | £28,302.88              | £26,834.80              |
| Designated fees   | £3,159.00               | £0.00                   |
| Childcare Vouchers (IA)   | £16,957.10              | £12,998.19              |
| HCC Grant Funding (IG)  | £179,532.78             | £156,486.34             |
| Committee Fundraising (IB,IE,IK,IO,IP,IQ,IS,IT,IU,IW,IX,IZ,XR,) | £5,758.37               | £6,471.57               |
| Other income(OC,OD,OF,OS,OY,OQ)                                 | £5,295.05               | £6,784.43               |
| Donations & commission (IC,ID)                                  | £107.09                 | £2,456.89               |
| Interest received   | £710.34                 | £391.43                 |
| <b>Total receipts</b>   | <b>£239,822.61</b>      | <b>£212,423.65</b>      |
| <b><u>Payments</u></b>  |                         |                         |
| Salaries (OS)   | £193,455.64             | £165,080.75             |
| Rent and Rates (OR)   | £10,628.20              | £10,732.40              |
| Premises Expenses (OD,OH,OM,OE)                                 | £6,911.09               | £5,113.01               |
| Insurance (OI)  | £2,095.82               | £2,130.46               |
| Food vouchers (IG)  | £0.00                   | £1,386.13               |
| Committee Fundraising Costs (IM,IK,IQ,IW,IY, fund exp)          | £4,012.37               | £2,236.85               |
| Learning Resources & photoprinting (OP,OY, designated funds)    | £3,573.31               | £177.39                 |
| Office Costs (OO,OZ)  | £920.40                 | £1,682.99               |
| Donations & fundraising sepcific expenditure (ID, OF)           | £0.00                   | £125.00                 |
| Garden Costs (OG)   | £21.44                  | £654.76                 |
| Repairs/Renewals (ON)   | £516.92                 | £351.99                 |
| Training and Subscriptions (OT)                                 | £2,337.22               | £379.00                 |
| Sundry Expenses (IF,OU,OX,)                                     | £813.43                 | £0.00                   |
| Other Income Expenditure (OC,IL,IP,IS,IT,IU,OX)                 | £2,171.84               | £9,825.18               |
| Accountancy   | £288.00                 | £0.00                   |
| <b>Total Payments</b>   | <b>£227,745.68</b>      | <b>£199,875.91</b>      |
| <b>Surplus / (Deficit) for the year</b>                         | <b>£12,076.93</b>       | <b>£12,547.74</b>       |

Signed for 2023/2024

Signed by:  
  
 FB507F17362043F...

25-Jun-2025

JM Hill ACA CTA



**Yateley Community Preschool**  
**Statement of Assets and Liabilities as at 31st August 2024**

**Current Assets**

|                                      |                   |                   |
|--------------------------------------|-------------------|-------------------|
| Lloyds Banking Group Current Account | £42,369.12        | £31,002.53        |
| Lloyds Banking Group Savings Account | £21,677.65        | £21,131.37        |
| Lloyds Banking Group Call Account    | £13,106.84        | £12,942.78        |
| Cash in Hand                         | £40.00            | £40.00            |
| <b>Net Current Assets</b>            | <b>£77,193.61</b> | <b>£65,116.68</b> |

**Capital**

|                                       |                   |                   |
|---------------------------------------|-------------------|-------------------|
| Bank Funds Opening Balance            | £31,002.53        | £18,846.22        |
| Petty Cash Opening Balance            | £40.00            | £40.00            |
| Savings Account Opening Balance       | £21,131.37        | £20,805.61        |
| Call Account Opening Balance          | £12,942.78        | £12,877.11        |
| <b>(Deficit)/Surplus for the year</b> | <b>£12,076.93</b> | <b>£12,547.74</b> |
|                                       | <b>£77,193.61</b> | <b>£65,116.68</b> |

**Signed for 2023/2024**

Signed by:  
  
 FB507F17362043F...

25-Jun-2025

**JM Hill ACA CTA**





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
**Yateley Community Preschool**

On accounts for the year  
ended

**31 August 2024**

Charity no  
(if any)

**298231**

Set out on pages

**10-11**

(remember to include the page numbers of additional sheets)

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2024.

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:

Signed by:

*Jeanette Hill*

FD607F17362043F...

Date:

25-Jun-2025

Name:

**Jeanette Hill**

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

**ACA CTA**

Address:

**10 Village Way, Yateley, GU46 7SD**



**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.**