



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/09/2021

Period start date To 31/08/2022

Period end date

**Charity name: Cross Hayes Pre School**

**Charity registration number: 299488**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To advance the education of children below compulsory school age by providing them with a safe, social place for them to grow and play.</b>
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	<ul style="list-style-type: none"><li>- <b>Providing safe and satisfactory group play</b></li><li>- <b>Encouraging other charitable activities</b></li><li>- <b>Furthering the aims of the Pre School Learning Alliance</b></li><li>- <b>Provide a safe learning environment for a diverse range of children from all aspects of the community</b></li></ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>Trustees have had regard for the guidance issued by the Charity Commission on Public Benefit.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

Other		

## 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><b>The pre school has a “Good” Ofsted rating.</b></p> <p><b>Continuing to take a high proportion of two year olds.</b></p> <p><b>An increasingly diverse range of needs within the setting and maintaining and developing the skills of SENCO trained staff.</b></p> <p><b>The pre school has continued to provide a safe, healthy, happy and stimulating environment where all of our children feel valued and included.</b></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	<b>The pre school had an excess expenditure over income in the year of £12,442.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>To retain sufficient reserves to cover necessary expenditure should the pre school be required to close, and to allow for fluctuations.</b>
Amount of reserves held	Para 1.22	<b>£40,691</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

### 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	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Trust</b>
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	<b>Elected by committee of trustees</b>

### 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	Cross Hayes Preschool
Other name the charity uses	Cross Hayes Pre School
Registered charity number	299488
Charity's principal address	The Bungalow Bremilham Road Malmesbury SN16 0DQ

### **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	Louise Sparrow	Chairperson	Appointed 13/10/22	
2	Jennifer Cole	Treasurer		
3	Catherine Mundy	Secretary		
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

## Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant	Jennifer Cole Accountancy Limited	The Rookery, Burton Hill, Malmesbury, Wiltshire SN16 0EL
Independent Examiner	Mander Duffill Chartered Accountants	The Old Post Office 41-43 Market Place Chippenham Wiltshire SN15 3HR

#### 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)		
Full name(s)	Jennifer Cole	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	30/6/23	

Registered Charity Number: 299488

**Cross Hayes Pre School**  
**Accounts**  
**for the year ended 31 August 2022**



## **Cross Hayes Pre School**

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# Cross Hayes Pre School

## Balance sheet as at 31 August 2022

		2022		2021	
	Note	£	£	£	£
<b>Fixed Assets</b>	4	966		1,275	
<b>Current assets</b>					
Debtors and prepayments	5	1,138		1,439	
Stocks		0		52	
Cash at bank and in hand		39,502		26,640	
			40,640		28,131
<b>Current liabilities</b>					
Creditors and accruals	6	915		1,157	
			915		1,157
<b>Net current assets</b>			39,725		26,974
<b>Net assets</b>			40,691		28,249
<b>Unrestricted accumulated fund</b>					
Brought forward at 1 September 2021			28,249		38,531
Excess income over expenditure for the year			12,442		(10,282)
			40,691		28,249

# Cross Hayes Pre School

## Income and expenditure account for the year ended 31 August 2022

	2022		2021	
	Unrestricted funds		Unrestricted funds	
	£	£	£	£
<b>INCOME</b>				
Wiltshire Council funding		78,224		64,273
Attendance fees		17,696		8,195
Grants and Donations received		2,035		54
Fundraising income		2,020		0
Bank interest		23		11
Milk refund		0		137
Food vouchers		2,385		270
Uniform sales		45		38
<b>TOTAL INCOME FOR THE YEAR</b>		<u>102,428</u>		<u>72,978</u>
<b>EXPENDITURE</b>				
Salaries, wages and staffing expenses	70,327		64,677	
Rent payable	4,000		6,000	
Summer outing	370		0	
Telephone and internet	569		519	
Payroll and accountancy fees	990		1,240	
Independent Examiner's fees	168		120	
Repairs and maintenance	2,199		136	
Equipment, postage and stationery	4,305		5,627	
Petty cash, refreshments and groceries	823		808	
Insurance	830		825	
Milk	366		292	
Staff training and clothing	334		247	
Subscriptions	110		92	
Bank Charges	50		0	
Ofsted / DBS	43		70	
Website	1,358		562	
Depreciation	1,019		1,337	
AGM / meeting expenses	13		0	
Food vouchers	2,060		450	
Uniform	52		258	
<b>TOTAL EXPENDITURE FOR THE YEAR</b>		<u>(89,986)</u>		<u>(83,260)</u>
<b>EXCESS INCOME OVER EXPENDITURE/</b>				
<b>EXCESS EXPENDITURE OVER INCOME FOR THE YEAR</b>		<u>12,442</u>		<u>(10,282)</u>

**Cross Hayes Pre School**  
**Notes to the Accounts for the year ended 31 August 2022**

**Note 1**

**Basis of Preparation**

The financial statements have been prepared under the historical cost accounting rules, in accordance with Accounting and Reporting for Charities and with the Charities Act.

**Note 2**

**Accounting Policies**

**INCOMING RESOURCES**

**Recognition of incoming resources**

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources
- the trustees are virtually certain they will receive the resources
- the monetary value can be measured with sufficient reliability.

**Incoming resources with related expenditure**

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

**Grants and donations**

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

**EXPENDITURE AND LIABILITIES**

**Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

**ASSETS**

**Tangible fixed assets for use by charity**

These are capitalised if they can be used for more than one year, and cost at least £100. They are valued at cost or a reasonable value on receipt.

Depreciation is charged at the following rates:

Pre School Equipment: 25% straight line

**Stocks and work in progress**

These are valued at the lower of cost or market value.

# **Cross Hayes Pre School**

## **Notes to the Accounts for the year ended 31 August 2022**

### **Note 3**

#### **Paid employees**

##### **Staff Costs**

	31 August 2022 £	31 August 2021 £
Gross wages, salaries and benefits in kind and Employer's National Insurance costs	70,328	64,676
	<u>70,328</u>	<u>64,676</u>

##### **Average number of full time equivalent employees in the year**

	31 August 2022	31 August 2021
Pre school staff	3	3

### **Note 4**

#### **Fixed Assets**

	Pre school equipment £
<b>Cost</b>	
At 1 September 2021	8,117
Additions during the year	<u>710</u>
At 31 August 2022	<u>8,827</u>
<b>Depreciation</b>	
At 1 September 2021	6,842
Charge for period	<u>1,019</u>
As at 31 August 2022	<u>7,861</u>
<b>Net Book Value</b>	
At 31 August 2021	<u>1,275</u>
At 31 August 2022	<u>966</u>

## Cross Hayes Pre School

### Note 5

#### Debtors and Prepayments

	31 August 2022 £	31 August 2021 £
Trade debtors	551	862
Prepayments	<u>587</u>	<u>577</u>
	<u>1,138</u>	<u>1,439</u>

### Note 6

#### Creditors and Accruals

	31 August 2022 £	31 August 2021 £
Other creditors	771	917
Accruals and deferred income	<u>144</u>	<u>240</u>
	<u>915</u>	<u>1,157</u>

### Note 7

#### Independent Examiner's Fees

The independent examiner's fee for the year ended 31 August 2022 was £144 (2021: £144).

### Note 8

#### Trustees

There were 3 trustees in the year ending 31 August 2022 (2021: 3)

None of the trustees have been paid any remuneration or received any other benefits from an employment with Cross Hayes Pre School (2021: None).

No trustee expenses have been incurred (2021: None).

There have been no related party transactions in the reporting period (2021: None).

Cross Hayes Pre School

Accounts For The Year Ended 31 August 2022

We approve these accounts and confirm that we have made available all relevant records and information for their production.

SD COLE

Treasurer

AM C. MUNDY

Secretary

H. Sparrow

Chairperson

13/6/23

Date

## Cross Hayes Pre School

### Independent examiner's report to the trustees of Cross Hayes Pre-School

I report to the trustees on my examination of the financial statements of Cross Hayes Pre School ("the charity") for the year ended 31 August 2022.

#### Responsibilities and basis of report

As the trustees of the charity, you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the charity's financial statements 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of the 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.



Andrew Davis FCA  
Mander Duffill  
Chartered Accountants  
The Old Post Office  
41-43 Market Place  
Chippenham  
Wiltshire  
SN15 3HR

Date: 23 June 2023



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Date: 23 June 2023