

**Trustees Annual Report For Whittington Under Fives**

**For The Year To 31<sup>st</sup> March 2025**

**Charity Name:** Whittington Under Fives

**Registered Charity Number:** 1017265

**Charity Address:** The Community Centre, Station Road, Whittington, Oswestry, Shropshire SY11 4DA

**Whittington Under Fives Current Officers:**

**Name:**                      **Post Held:**

Anita Wear                      Chair

Rachel Talbot      Treasurer

Alex Clarke                      Secretary

**Senior Staff Members:**

Dawn Blackburn & Mandy Hughes

**Structure, Governance & Management**

Type of governing document: Constitution, adopted 11 September 2012.

The overall management and control of Whittington Under Fives rests with the individual member of the management committee. Those persons making up the committee are also the Charity Trustees of Whittington Under Fives.

Trustee Selection Methods: Trustees are appointed or re-appointed annually at the Annual General Meeting.

**Additional Governance Issues**

There is a child protection policy in place. Criminal Records Bureau checks are carried out once new Trustees have been elected.

Whittington Under Fives is a member of the Pre-School Learning Alliance.

All Trustees give their time voluntarily and receive no remuneration or other benefits.

## **Objectives & Activities**

Whittington Under Fives aims to:

- Provide high quality care and education from 2 years old until school age
- Work in partnership with parents to provide the opportunities for children to learn and develop
- Add to the life and well-being of its local community
- Offer children and their parents a service that promotes equality and values diversity

There is great value to the children as each child is:

- In a safe and stimulating environment
- Given care and attention and the chance to join in with other children and adults to play, work and learn together
- Helped to take forward their learning and development by building on what they already know and can do
- Allocated a personal key person who assesses their key children then plans opportunities for each child to progress

## **Achievements & Performance**

We had 2 children with one-to-one support throughout the year. They thrived and moved happily to Primary school in September. Before leaving, the key workers went with the children for additional sessions to school, to aid with the transition.

In June we held 2 open afternoon sessions for prospective families due to start in September. a stay and play session for prospective new families who may start in September. This enables families to meet the staff, the child's key person and to become familiar with the setting. Parents are given a welcome pack with information about the setting and relevant forms to complete.

Children due to start primary school in September visited the school for various activities, such as assembly, story time, and lunch, to help with the smooth transition in September.

A sponsored wheelie was held in June as a fund raiser.

In July we held a sports afternoon, Families came to watch and cheer on the children in games and races.

The children due to leave took part in a performance of Snow White, again families were invited to watch.

During the Winter term the children took part in a number of Christmas activities including, a craft week, where the children could make various Christmas crafts to take home with them. For our annual Nativity Play we invited the local senior citizens from the village to attend the dress rehearsals of the nativity and treated them to tea/ coffee and mince pies. From feedback of this the

senior citizens thanked us and said they had thoroughly enjoyed it. Parents and families attended the next day to see the children in the nativity.

Early in December the staff and children were invited to have a school Christmas lunch, which was thoroughly enjoyed by all.

Entertainment for the Christmas party was Pyjama Drama, a party lunch was provided by pre-school and we had a visit from Father Christmas, who gave all the children a present.

An Easter craft week was had where children can make various easter /spring items to take home.

## **Financial Review**

Again the living wage increase, extra employer NI and pension contribution could have had an impact on the setting, however due to good bank balance we are able to sustain this. The NEF funding was increased this year, which also helped towards the Living wage increase.

The closing bank balance in the Everyday Account as at the end of the Financial Year (31/03/2025) was £52,967.46 The Savings Account balance stood at £105,761.67(not showing the interest added).

These funds are held to maintain the day to day running of the setting and to meet any unforeseen expenses that may occur. A reserve for redundancies is held along with a reserve for one term's costs. These monies are held in case of change to attendance which would have significant impact on income.

Working on approximately £136,000.00 expenditure for the year, we have calculated a figure of up to £45,000.00 that we will keep in reserve representing approximately one term's costs.

The main income stream continues to come from the fees received. This is either from parents and/or carers and the majority from local council for funded hours. Other smaller income includes fundraising events such as sponsored wheelie, lucky bauble, coffee mornings, cake sale, Parents also contribute towards trips and purchase of Pre-School uniform which makes up some more income for the setting.

The largest expense for the setting is staff costs which include wages, HMRC and pensions. Other expenditure includes rent, photocopier hire, insurance, and telephone/internet charges. Annual professional fees for OFSTED and PLA registration fees, as well as staff training costs have been paid.

Funds have been spent on new equipment and resources for the children, consumables e.g books, craft materials, paint, paper. No cost is passed on to parents.

As with every other year, there was a drop in child numbers at the start of the Autumn term as the older children left to start school. The children number increase again to peak in the summer term. Fortunately, the setting continues to attract new children and has very flexible staff members so these seasonal fluctuations do not have an adverse impact on the setting.

Whittington under Fives  
Year end 31 March 2025  
Income and Expenditure Account

	UNRESTRICTED FUNDS YEAR ENDED 31-Mar-24		UNRESTRICTED FUNDS YEAR ENDED 31-Mar-25		Movement
<b>Income</b>					
Parent fees	£	15,794.85	£	13,378.45	(2,416.40)
Council funding	£	97,595.99	£	154,951.51	57,355.52
Fundraising events	£	827.77	£	815.50	(12.27)
Shropshire Council - Stay and Play	£	-	£	-	0.00
Trip	£	357.80	£	-	(357.80)
Party	£	-	£	-	0.00
T-shirts	£	58.50	£	271.18	212.68
Commission	£	-	£	22.00	22.00
Packaging testing	£	-	£	-	0.00
Interest	£	-	£	-	0.00
Food Vouchers funding	£	-	£	945.00	945.00
Other (donations etc)	£	265.99	£	4,865.37	4,599.38
		114,900.90		175,249.01	60,348.11
<b>Expenditure</b>					
Wages	£	102,312.19	£	105,515.92	3,203.73
HMRC	£	5,754.29	£	7,730.62	1,976.33
Pensions	£	2,918.36	£	3,279.19	360.83
Rent	£	5,080.00	£	5,200.00	120.00
Insurance	£	932.40	£	1,785.76	853.36
Telephone and internet	£	579.73	£	769.17	189.44
Photocopier	£	1,735.20	£	1,735.20	0.00
Advertising	£	25.00	£	25.00	0.00
Professional Fees	£	1,055.03	£	1,358.91	303.88
Ofsted registration	£	50.00	£	50.00	0.00
Periodicals	£	276.00	£	294.00	18.00
Staff Uniform	£	332.01	£	171.07	(160.94)
Staff training and compliance	£	727.99	£	447.00	(280.99)
Children's sweatshirts	£	153.00	£	176.00	23.00
Supplies - Food	£	-	£	-	0.00
Resources Children	£	800.20	£	1,025.69	225.49
Supplies Household	£	821.08	£	576.54	(244.54)
Supplies Office	£	285.21	£	140.85	(144.36)
Equipment Children	£	527.20	£	204.01	(323.19)
Office Equipment	£	107.36	£	189.72	82.36
Household Equipment	£	12.08	£	77.59	65.51
Donations	£	21.00	£	2,391.77	2,370.77
Trip	£	729.60	£	210.00	(519.60)
Gifts	£	185.00	£	139.00	(46.00)
Bank charges	£	185.84	£	142.96	(42.88)
Petty cash	£	1,100.00	£	1,600.00	500.00
Savings transfer	£	-	£	-	0.00
Other	£	35.00	£	163.05	128.05
Food Vouchers	£	855.00	£	990.00	135.00
		127,595.77		136,389.02	8,793.25
<b>Surplus/defecit</b>	-	12,694.87		38,859.99	51,554.86
<b>Savings transfer</b>		0.00		0.00	0.00
<b>Savings interest</b>	?			4,442.42	55,997.28
<b>Actual surplus/defecit</b>	-	12,694.87		43,302.41	
<b>bank balance as of year end 31/03/2025</b>		52,967.46			
<b>bank balance at start of financial year 01/04/2024</b>		14,107.47			
<b>savings transfers for year ending 31/03/2025</b>		0.00			
<b>savings account balance as of year end 31/03/2025</b>		105,761.67			

**Whittington under Fives**  
**Bank current account reconciliation**  
**Santander**  
**For the period 01/04/23 to 31/03/24**

	£
Opening bank balance	<b>26,802.34</b>
Opening petty cash balance	172.88
Deficit for the year	-12,694.87
Closing bank balance	<b>14,107.47</b>
Closing petty cash balance	<b>43.13</b>
Petty cash allowance	<b>-129.75</b>
	<b>0.00</b>
opening savings balance	?
closing savings balance	?

**Whittington under Fives**  
**Bank current account reconciliation**  
**Santander**  
**For the period 01/04/24 to 31/03/25**

	£
Opening bank balance	<b>14,107.47</b>
Opening petty cash balance	<b>43.13</b>
Surplus for the year	<b>38,859.99</b>
Closing bank balance	<b>52,967.46</b>
Closing petty cash balance	<b>94.06</b>
Petty cash allowance	<b>-50.93</b>
	<b>- 0.00</b>
Opening savings balance	101,319.25
Savings account interest for year	4,442.42
Closing savings balance	105,761.67

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Section A Independent Examiner's Report

Report to the trustees

Charity Name  
Whittington Under Fives

On accounts for the year ended

31st March 2025

Charity no  
(if any)

1017265

Set out on pages

(to number 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: Rap williams

Date: 22/08/2025

Name: Richard Williams

Relevant professional qualification(s) or body

(if any):

Address:

**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.