



Trustees' Annual Report for the period

From. 01/09/2022 To. 30/08/2023

Charity name: Sudbrooke Pre-school Group

Charity registration number: 1020018

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Sudbrooke Pre-School is a registered preschool providing early years education to children from two years to school age, in line with Ofsted requirements. We offer a safe and friendly play and learning environment for children from Sudbrooke and the surrounding villages.
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	<p>The Pre-School management committee have referred to the Charity Commission's guidance on public benefit in the development and education of children.</p> <p>At Sudbrooke Pre School we aim for all children to experience a stimulating, enjoyable and rewarding time with us. We work to the requirements of the Early Years Foundation Stage through an educational programme of experiences and activities which consider the age, individual needs, interests and stage of development of each child in our care.</p> <p>Practitioners working with the youngest children will focus on the three prime areas</p> <ol style="list-style-type: none">1. Personal, social and emotional development.2. Communication and language.3. Physical development. <p>With the basis for successful learning in four specific areas.</p> <ol style="list-style-type: none">1. Literacy2. Mathematics3. Understanding the world4. Expressive arts and design. <p>The three prime areas reflect the key skills and capabilities all children need to develop and learn effectively. It is expected that the balance will shift towards a more equal focus</p>

		on all areas of learning as the children grown in confidence and ability within the three prime areas.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees are aware of and up to date with current guidance.

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>Sudbrooke Pre-school has for many years provided early years education to the residents of Sudbrooke and the surrounding villages. We fundraise to purchase educational resources for the children, to give them the best start to their education. We also include the local community in our fundraising events.</p> <p>We work closely with the community, and we are the main feeder for Ellison Boulters, the school most of our children go on to attend.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	We aim to hold fundraising events four times a year. We have not managed this in this financial year, but the committee will be planning fundraising events for the next academic year.
Performance of fundraising activities against objectives set	Para 1.41	After COVID-19, which restricted our fundraising opportunities, we are now getting back to normal and have had some successful fundraising events this year.
Investment performance against objectives	Para 1.41	Money from our fundraisers and grants received is invested in educational resources and experiences for the children.
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	This financial year leaves us in profit which is an improvement on the same period in the previous year. We have savings of £17,960 which can be used in case of emergencies or for larger purchases of equipment and resources.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Savings are held for emergency use. (Covid being a good example of a time when they were needed)
Amount of reserves held	Para 1.22	As above
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	No uncertainties at this time.

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	Fees, Government funding, grants and Community fundraising events. The main source of income is through the Early Years Funding.
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	No risks facing the charity at present.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
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	<p>The charity is run by an elected management committee, consisting of parents, carers, or members of the community who volunteer their time and services to the group.</p> <p>Committee members are elected at our Annual General Meeting held in July each year. This is also when retiring members leave the committee.</p> <p>If we have a resignation between AGMs or the committee believes further members are required, we invite expressions of interest, which will then be discussed and voted for at the next committee meeting.</p> <p>Parents wishing to join the committee between AGMs may approach the Chair, Manager or any committee member to express their interest.</p>

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	Sudbrooke Pre-school
Other names the charity uses	
Registered charity number	1020018
Charity's principal address	Sudbrooke Pre-school, Sudbrooke Village Hall Scothern Lane Sudbrooke LN2 2QT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for the whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Louise Baker	Chair	November 2022- present	
2	Vicki Timings-Thompson	Treasurer		
3	Olwen Carol Edwards	Secretary		
4	Laura Hutchinson	Pre-school Manager		
5	Kelly Tyrell	Deputy Manager		
6	Bev Bell	General Member		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable
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

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

Laura Hutchinson- Pre-school Manager. Kelly Tyrell- Deputy Manager.
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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)

L. C Baker

L.S. Hutchinson

Full name(s)

Louise Catherine Baker

Laura Susan Hutchinson

Position (eg Secretary,
Chair, etc)

Chair

Pre-school Manager

Date

09/07/2024

Sudbrooke Pre-School Group**Income and Expenditure Account for the Year ended 31st August 2023****Income**

	2023	2022	Movement
	£	£	
Grants	26,576.79	32,138.52	-5,561.73
Fees	8,887.00	6,444.00	2,443.00
Fundraising	7.00	491.00	- 484.00
Miscellaneous Income	5,410.91	128.00	5,282.91
Deposit Account Interest		3.05	- 3.05
Donations	0.00		0.00
	40,881.70	39,204.57	1,677.13

Expenditure

Wages	27,802.41	33,659.75	5,857.34
Ofsted registration fees	203.54	50.00	- 153.54
Disclosure and Barring Service fees	0.00	226.40	226.40
Information Commissioner Office fees	0.00	70.00	70.00
Subscriptions and Pre-School Learning Alliance membership fees	648.29	787.41	139.12
Tapestry fees	146.40	129.60	- 16.80
Rent	3,620.00	4,430.00	810.00
Toys and equipment	557.40	980.19	422.79
Childrens' entertainment & visitor fees	250.00	0.00	- 250.00
Childrens' presents	145.46	139.75	- 5.71
Fundraising materials & marketing	0.00	233.00	233.00
Repairs and furniture	70.00	22.95	- 47.05
Post and Stationery	0.00	154.40	154.40
Bank charges	36.00	36.29	0.29
Refreshments, food and snacks	0.00	76.41	76.41
Accountancy	275.00	321.60	46.60
Training	0.00	339.00	339.00
Uniforms	0.00	299.00	299.00
Miscellaneous expenses	3,000.00	22.02	-2,977.98
	36,754.50	41,977.77	5,223.27
Profit/ (Loss) for the year	4,127.20	-2,773.20	

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