



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

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

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	Catherine Dixon	Chairperson		
2	Shawn Turner	Treasurer		
3	Emma Fay	Secretary		
4	Mary Elia			
5	Paula Morgan			
6	Emma Ridley			
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	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)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Preschool Learning Alliance Model Pre-school Constitution 2011
How the charity is constituted (eg. trust, association, company)	Association consisting of 5 Members
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or reappointed annually at the Annual General Meeting held in November

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • 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. 	<p>Trustees have access to all policies and procedures. These are reviewed annually or when new policies arise. All Trustees have DBS checks and are members of the update service.</p> <p>Little Berries Pre-School is a member of the early years alliance which provides helpful advice in the running of the pre-school.</p> <p>Risk assessments are carried out daily in the pre-school. A risk assessment form from the EYA insurance scheme is also completed each year.</p>
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Section C Objectives and activities

<p>Summary of the objects of the charity set out in its governing document</p>	<p>Holistically educating and caring for children aged 2-5 years old, which values all children and parents, regardless of race, gender, disability, or culture.</p>
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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)

- Learning through play.
- Regular visits from local agencies offer support to the children's learning.
- Organised School trips and Fundraising events to support the pre-school.

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 apply for grants on the recommendations of outside agencies. Parents also have direct involvement with the pre-school and local businesses will often donate raffle prizes to support our fund-raising efforts.

Summary of the main achievements of the charity during the year

Fundraising has again been a struggle this year due to the cost of living crisis. As a committee we have managed to raise some money through our various fund-raising events. These have included:

- Raffles
- Clothes collections
- Craft Days
- Scavenger hunt
- Photograph commission

We raised in total £607.00 this year.

Section E Financial review

Brief statement of the charity's policy on reserves

Reserve's policy active.

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.


We receive government funding for children aged 2yrs old upwards and grants from the local government to support specific children's additional needs.

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)		
Full name(s)	Catherine Dixon	
Position (eg Secretary, Chair, etc)	Chairperson	
Date	30/06/2025	

Little Berries Pre-School
Income and Expenditure Account for the year ended 31st August 2024

31st August 2024 31st August 2023

Income

Direct Fees	67,566	34,867
Council Funding	257,770	315,616
Fund-Raising Income	607	788
Cooking Donations		5
School Dinners		
Holiday Club & School trips	390	1,902
Election Income	500	250
Sundry Income	311	127
Interest Received	866	270
	328,011	353,823

Expenses

Wages	291,043	296,419
Recruitment		800
St. Johns	470	840
DBS Checks	208	430
Pension	12,437	11,008
Rent of premises	2,400	7,715
other premises costs	1,852	2,065
Office	6,417	5,309
Consumables	1,038	438
Music lessons	1,300	1,681
Ofsted costs	255	70
PLA Membership and Insurance	1,596	1,515
School dinners		
snacks	6,446	4,043
playroom consumables	8,705	10,034
Pet Consumables	886	213
Staff uniforms		1,409
Accounts & Legal fees	3,107	2,613
repairs and renewals	863	632
Training	414	638
School Trips	2,553	1,902
Interpreter	167	
Sundry		61
Holiday Club		
Bank Charges	246	268
	342,404	350,102

Surplus income over expenditure	(14,393)	3,721
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Little Berries Pre-School
Balance Sheet for the year ended 31st August 2024

	31st August 2024	31st August 2023
		£
Bank Account 10630500	350,605	370,439
Saver Bank Account 60987859	64,934	61,680
Community account 33036707	8,976	6,627
Cash	38	28
	424,554	438,774
 Less Creditors	 1,423	 1,250
	423,131	437,524
 Unrestricted Income Funds b/f	 437,524	 433,803
Incoming resources	(14,393)	3,721
rounding	(1)	
	423,131	437,524

Little Berries Pre-School

Independent Examiners Report on the unaudited accounts to the Trustees of Little Berries Pre-School Charity Number 1020417

I report on the accounts of the Little Berries Pre-School for the year ended 31st August 2024

Respective responsibilities of trustees and examiner

As the charities trustees you are responsible for the preparation of the accounts: you consider that the audit requirements of section 43 (2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under sec 43 (7) b of the Act, whether particular matters have come to my attention.

Basis of independent examiners report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanation from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

In connection with my examination no matters have come to my attention

- 1 which give me reasonable cause to believe that in any material respect the requirements
 - a to keep accounting records in accordance with sec 41 of the Act; and
 - b to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or

- 2 to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Bowman Accountancy Services Ltd
76 Bellemoor Road
Southampton
Hampshire
SO15 7QU

Date: 26th June 2025