



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 09	Year 2023		Day 31	Month 08	Year 2024

Section A

Reference and administration details

Charity name

NORTON PRE-SCHOOL

Other names charity is known by

Registered charity number (if any)

1020883

Charity's principal address

Honeywood Corner

Ixworth Road

Norton

Postcode

IP31 3LE

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	Alison Leightley	Chairperson		
2	Sophie Vinyard	Treasurer		
3	Gemma Worley	Secretary		
4	Rebecca Impey			
5	Harriet Riley			
6	Sarah Neave			
7				
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15				
16				
17				
18				
19				
20				

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)	PLA Model Constitution 2011
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected at AGM

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.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To enhance development and education of children of pre-school age, by providing play, education and care facilities, family learning and extended hours, involving parents and offering opportunities regardless of race, religion, culture, means or ability.

We provide outreach for parents and carers within a rural community.

We offer community involvement in activities and fundraising events.

We also promote awareness of other organisations and charities.

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)

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.

Summary of the main achievements of the charity during the year

We have continued to improve the condition of our building to ensure a safe environment for children and staff.

We continue to pay back our Bounce Back Loan which was obtained during the pandemic to help to maintain a secure and stable financial position.

Fundraising for a new building is still ongoing and we continue to raise funds for this and also to use for equipment and toys for the children.

Our Breakfast Club and After School Club were temporarily moved onto the premises of the local primary school whilst the village hall was undertaking renovations. We aim to move back to the village hall next year.

We were also successful in obtaining planning permission to keep our existing building on site for a further 7 years.

The Early Years Funding criteria has changed which has led to an increase of children from April 24 onwards. As further funding criteria changes within the next year or two we expect to see further increases in numbers.

Section E Financial review

Brief statement of the charity's policy on reserves

Our reserve funds are still being held in our current account and are used to aid the pre-school as and when needed. The committee still intends to open a new, separate account to hold our reserve funds separately to our cash flow account.

Details of any funds materially in deficit

NONE

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

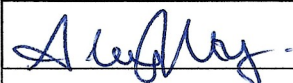

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

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)		
Full name(s)	ALISON LIGHTLEY.	SOPHIE VINYARD
Position (eg Secretary, Chair, etc)	CHAIR	TREASURER

Date 12 MAY 2025.

NORTON PRE SCHOOL
Receipts Payment Accounts
September 2023 to August 2024

RECEIPTS (GROSS INCOME)		2024	2023	2022	2021
Funding	Early Years Funding (SCC)	103,594	58,526	72,945	55,706
	Early Years Pupil Premium (EYPP)	1,868	1,453	111	970
	SEN Inclusion Funding & SEN High Needs Funding	6,330	2,251	0	450
Fees, Subscriptions	Pre-School Fees (Fees & LC)	27,364	17,104	19,534	7,213
	Out of School Fees (BC & ASC)	82,388	71,092	46,831	23,292
	Holiday Club	11,073	6,440	3,448	0
Grants	Job Retention Scheme (Gov Furlough)	0	0	0	9,053
	Capital Grant (local authority)	10,000	0	0	0
	Tesco Grant	0	0	0	0
	Emerging Needs Grant (local authority)	0	0	0	2,000
	Locality Award (local authority)	0	0	1,480	0
	Community Restart Grant (local authority)	0	0	2,500	0
Fundraising event proceeds	Fundraising Events	1,979	5,212	1,163	36
	Commission	190	417	286	134
	Donations to other Charities	0	0	15	0
Pakenham Trust	Grants	500	800	900	800
	Donations	255	230	700	2,900
Classroom	Educational trips fees	0	0	0	0
	T shirt sales	36	24	176	18
Staff	Training refunded	0	0	600	0
	EYPD Training	1,602			
	SENCO Award	1,000			
	Apprentice Payment	1,000	500	500	0
Other receipts	Miscellaneous	399	32	106	26
	Wages SSP Grant - HMRC	0	0	96	0
	Bank charges written back	0	0	0	0
	Monies written back	0	0	0	0
	Transfer from CAF account	0	0	0	0
Business Loans	Santander Bounce Back Loan	0	0	0	43,000
Investment income	CAF60 Account transfer from C/A	0	3,454	1,083	3,895
	Interest on CAF60 Account	315	158	59	127
TOTAL RECEIPTS		249,893	167,693	152,533	149,620
PAYMENTS (TOTAL EXPENDITURE)		2024	2023	2022	2021
Wages	Staff Wages, PAYE, NI & PENSION	179,237	140,714	124,383	95,289
	Accountant	773	763	666	938
Staff Costs	Training	1,049	371	1,446	44
	Staff Uniform	1,034	223	327	412
Fees	Refund of Fees	0	0	73	149
Premises	Rent (pre-school)	0	0	0	0
	Rent (out of school)	1,750	4,067	0	1,126
Insurance & Membership	Insurance	1,970	2,133	1,184	1,142
	Affiliation Fees	637	540	139	174
Utilities	Telephone & Broadband	501	434	483	497
	Mobile Phone	10	0	0	24
	Electricity	2,675	2,426	2,478	1,934
	Water Rates	820	592	611	486
Maintenance	Refuse Collection	775	739	726	731
	Cleaner	385	0	0	0
	Hygiene and Cleaning	2,558	2,441	2,431	125
	Building Renewals & repairs	5,599	355	713	23
	Ground maintenance	86	1,369	544	803
	Equipment R and R	1,258	1,793	817	122
	Fire	242	82	72	162
	PAT Testing	0	111	0	109
	Rentokil / Pest Control	501	451	413	386
Educational supplies	Craft & development materials	1,305	1,050	547	706
	Toys and Books	39	30	4	84
	Educational trips	0	0	0	0
	T Shirt costs	408	0	147	240
	Snacks	2,640	2,934	1,626	382
Out of Schools	ASC Spending	167	206	201	293
Administration	Postage & Stationery	1,214	664	1,017	922
Computer System	Family App	2,146	2,866	2,146	0
Fundraising events costs	Fundraising costs	1,232	1,340	388	816
	Committee expenses	26	8	66	6
	Donations to Other Charities	0	0	15	0
Pakenham Trust	Grants	7	540	0	303
Other payments	Transfer of funds to CAF60 Account	0	3,454	1,083	3,895
	Business Loan	9,166	9,379	8,785	
	Advertising & Marketing	347	173	173	146
	Miscellaneous expenses	352	50	69	0
	Gifts	25	198	42	331
	Bank Charges	0	0	0	0
	Team Building	612	179	67	35
	Funding	SEN Inclusion Funding & SEN High Needs Funding	277	217	0
	Early Years Pupil Premium (EYPP)	1,775	202	207	1,390
	EYFS Additional Payment	0	528	0	0
Grants	Job Retention Scheme (Gov Furlough)	0	0	0	0
	Capital Grant (local authority)	10,000	0	0	0
	Tesco Grant	0	0	0	304
	Emerging Needs Grant (local authority)	0	0	280	1,741
	Locality Award (local authority)	0	0	0	0
	Community Restart Grant (local authority)	0	0	0	2,500
TOTAL PAYMENTS		233,598	183,622	154,369	119,716
Surplus		16,295	-15,929	-1,836	29,904
Bank & cash balances b/f		59,681	75,610	77,446	47,542
Bank & cash balances c/f		75,976	59,681	75,610	77,446
Represented by:					
Current Account		51,886	35,906	55,447	58,425.00
CAF 60 Savings Account		24,090	23,775	20,163	19,021.00
		75,976	59,681	75,610	77,446



Section A Independent Examiner's Report

Report to the trustees

Charity Name NORTON PRE-SCHOOL

On accounts for the year ended

31st AUGUST 2024 Charity no (if any) 120883

Set out on pages

(remember 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 DD / MM / YYYY.

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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) 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.

* Please delete the words in the brackets if they do not apply.

Signed: [Signature]

Date: 3 / 6 / 2025

Name: SUARY JAMES GOODSHIP

Relevant professional qualification(s) or body

RETIRED BANK MANAGER

(if any):

Address: 4 CHALK LANE, IXWORTH
BURY ST. EDMUNDS, SUFFOLK
IP31 2SQ

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.