



Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	09	2022	To	31	08	2023

Section A Reference and administration details

Charity name **HOLGATE PRE-SCHOOL**

Other names charity is known by

Registered charity number (if any) 1022746

Charity's principal address Holgate Methodist Church

Acomb Road

York

Postcode

YO24 4AE

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	Lydia Graham	Chair until 23 April 2024		
2	Suzanne Robinson-Parker	Secretary		
3	Jennifer Robson	Treasurer		
4	Lorraine Musgrove	Chair from 23 April 2024	From 23 April 2024	
5	Chloe Guy		From 23 April 2024	
6	Emily McDougall		From 23 April 2024 until 30 October 2024	
7	Sophie Hind		From 23 April 2024 until 14 January 2025	

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)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Scheme dated 29 October 2014
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Co-opted by existing trustees

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.

Holgate Pre-School is registered with Ofsted and is a member of the Early Years Alliance, It is run by a committee of, mainly, parent volunteers. The organisation provides Early Years care and education for 2 – 5 year olds.

During the year 2 trustees had children attending the Pre-School on an arm's length basis.

Section C Objectives and activities

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

The charity's main objective is to provide an Early Years education for children aged under 5 in a term time only setting, open 38 weeks of the year Monday - Friday, for a maximum of 24 children per day.

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)

The team have developed a curriculum around the Early Years Foundation Stage Framework and follow the children's interests to encourage the children in their learning and development. Consideration and planning is made for children with SEN and with communication or language delay.

Holgate Pre-school aims to encourage the learning and development for all children between the age of 2 -5 years, regardless of their background, race, disability or religious beliefs, including children with special educational needs and children for whom we are in receipt of DEP and Early Year Pupil Premium (EYPP). We aim to get the children school ready in accordance with the curriculum, to encourage children to form friendships and learn through child led play to develop their physical, emotional and intellectual wellbeing.

The trustees confirm that they have had due regard to the Charity Commission's guidance 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

The pre-school is popular and engaged in the local community. The children enjoy RugbyTots, outings in the local community, and Stay and Plays with their family/carer.

Unlike other settings in the local area, Holgate Pre-School doesn't charge a 'top up fee'. For our families entitled to government funding through childcare choices, it means our childcare is at no cost to them. This helps encourage parents to go back to work; particularly those from a low income household. It means they don't have to worry about being able to afford to cover childcare cost to enable them to work or search for work.

We do have a number of self funded families, and we keep our fees low, again with no additional costs, to ensure our childcare is accessible. Families are able to choose session times and days that work for their working pattern.

Many of our children start with us at 2 years old and will stay with us until they are ready to leave for school, often followed by siblings or cousins.

Many of our families heard about Holgate Preschool by seeing our children on outings, word of mouth, social media or the City of York Council's Family Information Service.

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees aim to hold enough working capital to meet day to day needs together with a reserve fund sufficient to meet redundancy obligations in the event that closure should ever become necessary.

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.

The charity's principal source of income is the government's Early Years funding which is received via the Local Authority.

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)	Lorraine Musgrove	
Position (eg Secretary, Chair, etc)	Chair	
Date	16 April 2025	



Receipts and payments accounts

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For the period from	01/09/2022	To	31/08/2023
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees income	13,335	-	-	13,335	10,182
Early Years funding	68,993	-	-	68,993	67,821
Other Grants received	-	-	-	-	1,885
Donations and fundraising	85	-	-	85	35
Milk refunds	518	-	-	518	163
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	82,931	-	-	82,931	80,086
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	82,931	-	-	82,931	80,086
A3 Payments					
Staffing costs	68,907	-	-	68,907	65,832
Activity costs	3,010	-	-	3,010	3,355
Milk and refreshments	1,221	-	-	1,221	837
Premises costs	6,407	-	-	6,407	7,882
Insurance	654	-	-	654	636
Refund of fees	403	-	-	403	335
General administrative overheads	3,205	-	-	3,205	1,920
	-	-	-	-	-
	-	-	-	-	-
Sub total	83,807	-	-	83,807	80,797
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	83,807	-	-	83,807	80,797
Net of receipts/(payments)	- 876	-	-	- 876	- 711
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	19,628	-	-	19,628	20,339
Cash funds this year end	18,752	-	-	18,752	19,628

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank current account	14,194	-	-
	Bank savings account	4,358	-	-
	Cash	200	-	-
	Total cash funds	18,752	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval
		Lorraine Musgrove		16 April 2025

Independent Examiner's Report on the Accounts

Report to the Management Committee (trustees) of Holgate Pre-School, Charity number 1022746 on the accounts for the year ended 31st August 2023 set out on pages 6 and 7.

Respective responsibilities of the Management Committee and Independent Examiner

The management committee, as the charity's trustees, are responsible for the preparation of the accounts. The Management Committee consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the act)) and that an independent examination is needed.

As the Independent Examiner, it is my responsibility to

- examine the accounts (under section 43(3)(a) of the Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act); and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

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 explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

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

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records
 - to prepare accounts which accord with these accounting recordshave not been met;
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed

Date: 16 April 2025

Name: Steven Kitching

Relevant Professional Qualification: ACMA

Address: 10 Lindley Street

York

YO24 4JF