

## **Trustees Annual Report for the Period – 1 Sept 2022 to 31 August 2023**

**Charity Name – Cotebrook Pre-School (Now Trading as ‘Little Bumbles’)**

**Charity Registration Number - 1026845**

### **Principal Address –**

Cotebrook Pre-School  
T/A Little Bumbles  
Lower Lane  
Eaton  
Nr Tarporley  
Cheshire  
CW6 9AN

### **Charity Trustees –**

Serving Within the Year:

Mrs T Chorlton (Chair)  
Mrs T Boyle (Secretary)  
Professor W Boyle (Treasurer) – Resigned  
Mrs S Harris (Treasurer)

Parent Committee Serving Within the Year:

Mrs S Shaw  
Mrs S Haseler  
Mrs L Bell  
Mrs J Fraser  
Mrs C Cheesman

The Parent Committee ‘Whatsapp’ Group for fundraising and Website continues to operate successfully.

Manager – Mrs S Edge

### **The Charity Trusts Constitution Details -**

Governing Document – Pre-School Learning Alliance Constitution (as modified to suit Pre-School operations and Trustee / parent commitments)

Charity Constitution – 3 Trustees (Minimum) with 2 Trustees having to be present at meetings to be Quorate. Parent Committee Maximum 12.

Trustees Nomination / Selection Process – Existing Trustees to Confirm Nominations.

### **Additional Governance Issues -**

The Childcare Act 2006, DfE EYFS Guidance 2014, CWAC Local Safeguarding Board Guidance.

### **Summary Objectives of the Charity –**

To provide high quality Childcare & Early Learning to the local community at a sub-commercial cost within the confines of the DfE EYFS Guidance.

### **Summary of the Main Activities Undertaken for Public Benefit -**

In planning the Charities' activities for the year' the Trustees were mindful of the Charity Commission's requirement to deliver public benefit and as such:

Cotebrook Pre-School seeks to always offer a quality setting environment (Ofsted 'Good') that is priced sub-local commercial Nursery operators, enabling access to parents and children of 'low income' families.

Additionally, Cotebrook Pre-School actively foster engagement with the local Cotebrook / Eaton community and through prudent financial management is able to offer several outings and activities (eg; Dance Classes / 'end of year' party/Trip to Ureka discovery museum) to children each year, thus providing 'wider world' experiences that are potentially unaffordable to relevant parents.

### **Summary of the Main Achievements and Activities of the Charity Within the Year –**

The post C19 aftermath re occupancy is slowly recovering and operational achievements continue to be gained within the year. However, fees were held to prior year rates of £16.00 (for a three-hour session) which remains lower than other commercial childcare establishments in the local area.

Cotebrook Pre-School is continuing to develop strong links with the linked Eaton Primary School (the Pre-school is based on its site), with the rising school children visiting regularly for activities to gain confidence in the new environment. This provides a smoother transition when they start reception.

Other activities / community involvement has included –

- Stall at Tarporley festival / Christmas Hamper Raffle
- Easter Bingo (£900 Fundraising) / Easter Bonnet Parade
- Remembrance Day & Christmas visits to Shire Horse Farm
- Winter Fun Day (inc Snow Play)
- Celebration of World Book Day
- All staff introduced to further child First Aid Training and ongoing Safeguarding Training
- King's Coronation celebrations / inc Picnic in the Park
- Visits from NHS Practitioners / Bandage / Plaster Cast Demonstrations

- Trip to Eureka discovery museum

#### Staff increasing Qualification Levels

- Stay and Play sessions for Parent's
- Leavers Picnic in the Park
- Summer Disco arranged by staff
- Sponsored walk around Oulton Park (local Motor Racing Circuit)

OFSTED – Continued GOOD Rating

All the Operating Policies and Procedures continue to be updated on a regular basis in line with EYLA Guidance.

The average number of children attending per session over the year was 17.

#### **Statement on the Charities Policy on Reserves -**

Within the Financial Statements a figure of £33.2k is presented as Total Funds, of which £20.0k is Designated Funds – Reserves.

This is the figure as agreed by the Trustees to be held in Reserve to meet specific Statutory / Contractual costs should the Charity cease to operate – Staff Redundancy, Premises Rent Notice and other recognised 'winding-up' costs.

The Charity is not in deficit after making such a Reserve.

#### **Declaration –**

The Trustees confirm that they have approved this Trustees Report:

Signed on behalf of the Charities Trustees –

Mrs T Chorlton

Position - Chair

Date – 11/11/23



<b>Total funds carried forward</b>	\$10	25,225	-	-	25,225	24,545
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## Section B Balance sheet

	Note	Total this year £	Total last year £
		F01	F02
<b>Fixed assets</b>			
Tangible assets (Note 8)	B01	7,060	5,056
	B02		-
Investments (Note 9)	B03	-	-
<b>Total fixed assets</b>	B04	7,060	5,056
<b>Current assets</b>			
Stock and work in progress	B05		
Debtors (Note 10)	B06	349	124
(Short term) investments	B07		
Cash at bank and in hand	B08	26,026	19,626
<b>Total current assets</b>	B09	26,375	19,750
<b>Creditors: amounts falling due within one year</b> (Note 11)	B10	208	300
<b>Net current assets/(liabilities)</b>	B11	26,167	19,450
<b>Total assets less current liabilities</b>	B12	33,227	24,506
<b>Creditors: amounts falling due after one year</b> (Note 11)	B13	-	-
Provisions for liabilities and charges	B14	-	-
<b>Net assets</b>	B15	33,227	24,506
<b>Funds of the Charity</b>			
Unrestricted funds	B16	13,227	4,506
Designated funds	B17	20,000	20,000
<b>Total unrestricted funds</b>			
Restricted income funds (Note 12)	B18	-	-
Endowment funds (Note 12)	B19	-	-
<b>Total funds</b>	B20	33,227	24,506

Signed by one or two trustees on behalf of all the trustees

Signature

Date of approval

T Chorlton (Chairperson)

10/31/2023

**Note 1 Basis of preparation**

*This section should be completed by all charities.*

**1.1 Basis of accounting**

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- and with\*  Accounting Standards;
- or  Financial Reporting Standards for Smaller Enterprises (FRSSE);
- and with the Charities Act.

[\*\* except for the following].

**No changes to standards**

\* -Tick as appropriate:

- if all relevant disclosures shown in the pack have been given then please tick "Accounting Standards";
- if disclosures completed in these accounts have been restricted to those required by the FRSSE, then please tick "Financial Reporting Standards for Smaller Enterprises (FRSSE)".

\*\* - If no departures from the chosen standards have been made then delete these words; otherwise give details of any changes in the boxes.

**1.2 Change in basis of accounting**

There has been no change to the accounting policies

**The attached accounting statements continue in the designated Charity Commission format and have been developed within the policy of Cash Accounting**

§ if no changes have been made to accounting policies then delete these words.

**1.3 Changes to previous accounts**

No changes have been made to accounts for previous years

**No changes have been made to accounting statements for previous years**

**Note 2 Accounting policies**

*This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.*

**INCOMING RESOURCES**

<b>Recognition of incoming resources</b>	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> <li>the charity becomes entitled to the resources;</li> <li>the trustees are virtually certain they will receive the resources; and</li> <li>the monetary value can be measured with sufficient reliability.</li> </ul>
<b>Incoming resources with related expenditure</b>	Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
<b>Tax reclaims on donations and gifts</b>	Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.
<b>Contractual income and performance related grants</b>	This is only included in the SoFA once the related goods or services have been delivered.
<b>Gifts in kind</b>	Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.  Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.  Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.
<b>Donated services and facilities</b>	These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
<b>Investment income</b>	This is included in the accounts when receivable.
<b>Investment gains and losses</b>	This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

**EXPENDITURE AND LIABILITIES**

<b>Liability recognition</b>	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
<b>Grants payable without performance conditions</b>	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

**ASSETS**

<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.
<b>Investments</b>	Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.
<b>Stocks and work in progress</b>	These are valued at the lower of cost or market value.

**POLICIES ADOPTED  
ADDITIONAL TO OR  
DIFFERENT FROM THOSE  
ABOVE**

N/A



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Cotebrook Pre-School (T/A Little Bumbles)

**On accounts for the year  
ended**

31/08/2023	<b>Charity no (if any)</b>	1026845
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**Set out on pages**

CC39a

**Responsibilities and  
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2023**.

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 (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:** N Oates

**Date:** 31/10/23

**Name:** Mr N Oates

**Relevant professional  
qualification(s) or body  
(if any):**

Institute of Chartered Management Accountants  
+ Global Corporate Management Accountants

**Address:**

Greenfield Lock Cottage, Christleton, Chester, CH3 5PN


**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.**

N/A