



# Trustees' Annual Report for the period

	Period start date				Period end date		
<b>From</b>	01	09	22	<b>To</b>	31	08	23

## Section A Reference and administration details

**Charity name** Kymbrook Pre-School

**Other names charity is known by**

**Registered charity number (if any)** 1026995

**Charity's principal address**

Kimbolton Road  
 Keysoe  
 Bedford  
**Postcode** MK44 2HH

### 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	Lindsey Maskell			
2	Jane Browning			
3	Jazzmin Spencer			
4	Tracy Richards			
5	Rachel Smith			
6	Nina McNally			
7				
8				
9				
10				
11				
12				
13				
14				
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)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected Members

### Additional governance issues (Optional information)

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"><li>• policies and procedures adopted for the induction and training of trustees;</li><li>• the charity's organisational structure and any wider network with which the charity works;</li><li>• relationship with any related parties;</li><li>• trustees' consideration of major risks and the system and procedures to manage them.</li></ul>	<p>Kymbrook Preschool is a body in membership of the Pre-school Learning Alliance. The organisation is registered with Ofsted as a provider of childcare.</p>
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## Section C Objectives and activities

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

To enhance the development and education of primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

**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 trustees have had regard to the guidance issued by the charity commission on the public benefit and have during the year undertaken the provision of play, education, and care facilities family, learning and extended hours' groups.

The main activity undertaken is the advancement of education for children aged 2-5. The standard of the education is monitored by Ofsted through inspections and reports. Our most recent inspection in September 2023 graded our standard of provision as 'good'.

Play activities are based around the EYFS development matters statements ( Communication and language, Personal, social and emotional development, physical development, literacy, mathematics, understanding the world and expressive arts and design)

**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 increased the number of children we provide care for which has meant we can employ an unqualified member of staff.  
Staff member gained level 3 qualification  
Continued to provide high quality education and care  
Continued to support families at our setting

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

The charity attempts to run reserves at approximately 2-3 month running costs

**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.

## 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

<b>Signature(s)</b>		
<b>Full name(s)</b>	Nina McNally	Jazzmin Spencer
<b>Position (eg Secretary, Chair, etc)</b>	Manager	Committee
<b>Date</b>	20/05/2024	06/06/2024

# Charity Commission Annual Return 2023

**KYMBROOK PRESCHOOL**

Charity registration number: 1026995

**Most of the information you give in this form will become publicly available on the Register of Charities. Any field that the Charity Commission will not display will be clearly marked.**

**This document is a record of the information provided in the Annual Return 2023.**

## Financial period

**Financial period start date**

01/09/2022

**Financial period end date**

31/08/2023

## Income and spending

**Income £**

£97,140

**Spending £**

£95,554

## Number of contracts from government

How many contracts (other than grant agreements) did your charity receive from central government or a local authority during the financial period for this return?

0

## Number of grants from government

How many grants did your charity receive from central government or a local authority during the financial period for this return?

0

## Income breakdown

**Donations and legacies (excluding Endowments Received)**

£58

**Charitable activities**

£510

**Other trading activities**

£52,373

**Investments**

£0

**Other**

£44,199

## Recipients of grants

Please round all figures to the nearest pound (do not enter decimal points or commas).Individuals

£0

**Other charities**

£0

### Other organisations that are not charities

£0

## Trustee payments

Excluding out of pocket expenses, for what were any of the trustees paid during the financial period for this return?

e. None of the trustees have been paid

Did any of the trustees resign and take up employment with your charity in the financial period of this return?

No

## Income from outside the UK

Did your charity receive income from outside of the United Kingdom in the financial period of this return?

No

## Delivering activities outside the United Kingdom

Did your charity deliver charitable activities outside of the United Kingdom in the financial period of this return?

No

## Spending outside England & Wales

Did your charity spend funds outside of the United Kingdom in the financial period of this return?

No

## Trading subsidiaries

**Does the charity have any trading subsidiaries?**

No

## Charity contact details correct

**Is the contact address displayed from the Register of Charities, correct?**

Yes

## Charity headquarters details correct

**Is this the same address that you use as your charity's administrative headquarters?**

Yes

## Charity contact address

Kymbrook Pre-School

Kimbolton Road, Keysoe

KEYSOE

Keysoe, Bedford

Bedfordshire

MK44 2HH

## Charity Headquarters address

Kymbrook Pre-School

Kimbolton Road, Keysoe

KEYSOE

Keysoe, Bedford

Bedfordshire

MK44 2HH

## Membership type

**Is the charity part of a wider group structure with a parent body and subsidiary bodies?**

no, the charity is not part of a wider group structure

## Employment contract types

**People were permanently employed by your charity**

8

**People were on fixed-terms contracts with your charity**

8

**Self-employed people were working for your charity**

0

## Total overseas employees

**How many of the people above work on behalf of your charity outside of the United Kingdom?**

0

## Total employee payroll

**What was the total amount spent on employee payroll during the financial period relating to this return?**

£77,680

## Employees' salaries

Did any of your charity's employees receive total employment benefits of £60,000 or more in the financial period of this annual return?

No

## Governance policies

**Internal charity financial controls policy and procedures**

Yes

**Safeguarding policy and procedures**

Yes

**Financial reserves policy and procedures**

Yes

**Complaints policy and procedures**

Yes

**Serious incident reporting policy and procedures**

Yes

**Internal risk management policy and procedures**

Yes

**Trustee expenses policy and procedures**

Yes

**Trustee conflicts of interest policy and procedures**

Yes

**Investing charity funds policy and procedures**

No

**Campaigns and political activity policy and procedures**

No

**Bullying and harassment policy and procedures**

Yes

**Social media policy and procedures**

Yes

**Engaging external speakers at charity events policy and procedures**

No

## Serious Incidents

**Has your charity reported all Serious Incidents (including any historical incidents) that the charity became aware of during the financial period of this return?**

There were no incidents to report

## External risk and impact

**Donations,**

Negative

**Other income - grants**

Negative

**Other income - contracts**

Negative

**Other income - investment**

Unknown/No Change/Not Applicable

**Expenditure on charitable activities**

Negative

**Expenditure on overheads**

Negative

**Number of volunteers**

Negative

**Number of employees**

Unknown/No Change/Not Applicable

**Number of trustees**

Unknown/No Change/Not Applicable

**Fundraising activities**

Negative

**Capacity to deliver services**

Unknown/No Change/Not Applicable

**Total service demand**

Unknown/No Change/Not Applicable

## Volunteers

**Excluding trustees, provide an estimate of the number of volunteers who carried out charitable activities on behalf of your charity in the United Kingdom during the financial period of this return?**

4

## Privacy statement

**Any information you give us will be held securely and processed only in accordance with the rule on data protection. We will not disclose your personal details to anyone unconnected to the Charity Commission unless:**

- you have consented to their release; or**
- we are legally obliged to disclose them; or**
- we regard disclosure as either (a) necessary so that we can properly carry out our statutory functions or (b) necessary in the public interest.**

**We may share and disclose information about you with relevant public authorities, regulatory bodies and agencies, outside the Charity Commission but only if:**

- we can lawfully do so; and**
- we decide that disclosure is necessary for national security, crime detection, prevention, and law enforcement, or other issues in the public interest**

**Information we collect about you**

**We will use this information:**

**To enable us to carry out our statutory functions and duties;**

**This will include the following actions:**

- (a) update, consolidate, and improve the accuracy of our records;**
- (b) undertake crime detection and prevention and law enforcement and assist the third parties specified above to investigate or prevent crime and carry out law enforcement;**
- (c) data analysis, testing, research, statistical and survey purposes**

**Information we receive from other sources.**

**Information we receive from other sources**

**We may combine this information with information you give to us and information we collect about you.**

**We may use this information and the combined information for the purposes set out above (depending on the types of information we receive).**

**We will ensure that any such disclosure and use is proportionate; considers your right to respect for your private life; and is done fairly and lawfully in accordance with the data protection principles of the Data Protection Act.**

**The Data Protection Act 1998 regulates the use of 'personal data', which is essentially any information, however stored, about identifiable living individuals.**

**As a 'data controller' under the Act, the Charity Commission must comply with it. Any changes we may make to our privacy statement in the future will be set out in the replacement version of this form.**

**Please check back frequently to see any updates or changes to our privacy policy.**

## Declaration

**Your role at the charity (select one):**

Advisor

<b>Given names</b>	<input type="text" value="KYMBROOK"/>
<b>Family name</b>	<input type="text" value="PRESCHOOL"/>
<b>Telephone number</b>	<input type="text" value="07951857203"/>
<b>Email</b>	<input type="text" value="kymbrookpreschool@gmail.com"/>
<b>Date submitted</b>	<input type="text" value="13/05/2024"/>

**It is a criminal offence under section 60 of the Charities Act 2011 for anyone to knowingly or recklessly provide false or misleading information to the commission; this includes**

**suppressing, concealing or destroying documents.**



Section A

Independent Examiner's Report

Report to the trustees

Charity Name  
Kymbrook Preschool

On accounts for the year  
ended

31/08/2023

Charity no  
(if any)

1029695

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: C. Killen

Date: 03/03/2024

Name: Catherine Killen

Relevant professional  
qualification(s) or body

(if any):

Address:

**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.**