

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 <i>(eg. trust deed, constitution)</i>	Preschool Learning Alliance Constitution
How the charity is constituted <i>(eg. trust, association, company)</i>	An association of at least 5 committee members
Trustee selection methods <i>(eg. appointed by, elected by)</i>	3 Officers (Chairperson, Secretary and Treasurer) plus not less than 2 nor more than 9 other elected members. At least 60% of committee members shall be parents or guardians of children attending the PreSchool.

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.

There is an induction procedure in place for new committee members and employees. Committee members are offered training through Norfolk County Council who have supplied the committee with a 'toolkit*' to use as guidance to follow.

The PreSchool is a member of the Early Years Alliance, who offer help and advice. There is a child protection policy in place for all staff and committee members. The PreSchool operates an equal opportunities policy. The PreSchool is registered with OFSTED, the governing body.

The PreSchool meets the National Standards set for PreSchool education and care and ensures that the staff have the necessary NVQ qualification requirements for each session.

The PreSchool has also fostered close links with Fairhaven C of E VA Primary School, regularly visiting and partaking in activities at and with the school.

Section C Objectives and activities

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

To provide learning and development opportunities through play, in a safe and stimulating environment, for 2 to 5 year olds, prior to reception class. Encourage other charitable activities through which parents may help the children.

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)

Our PreSchool's aims;

- ~ Do our very best at all times in everything we do!
- ~ Develop self-confidence, self-esteem and a growing independence.
- ~ Develop social skills, a sense of responsibility and consideration for others. 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)
- ~ Encourage children to express themselves creatively and imaginatively, be curious, investigate and appreciate the environment in which they live.
- ~ Generate a sense of excitement and develop a love for books, songs, rhymes and music.
- ~ ensure all of our children feel valued and loved and are encouraged and nurtured by caring staff.
- ~ Extend children's thinking and problem-solving skills.
- ~ Provide a safe, secure, happy environment for the children as well as for staff and families.
- ~ Support the development, learning and care of young children in accordance with the Early Years Foundation stage. The trustees have reviewed the guidance on public benefit, as issued by the Charities Commission, in their trustees' meetings and have taken it into consideration when planning future activities of the PreSchool.

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.

The PreSchool is run by an entirely voluntary management committee, comprised of members of the local Community, parents and carers who are elected each year at our Annual General Meeting. The committee is responsible for the management, administration, and financing of the PreSchool.

The committee meets regularly throughout the year and encourages as many parents as possible to become involved. In order to keep fees as low as possible the amount charged is sufficient to cover basic costs i.e. wages, administration, group insurance and building rent.

Fundraising events are held in order to purchase equipment, consumables, outings and parties for the children.

Summary of the main achievements of the charity during the year

Our September starting figures were high again with 27 children on roll. We've been able to open 5 full days which is fantastic. The AGM was held in person on 20th September 2022 where Nikki Evans was voted our chairperson again.

Unfortunately we lost two members of part time staff within weeks of starting back in September. We struggled to recruit new staff to replace them only managing to recruit one part time level 3 qualified practitioner. Shortly after the start of the second term, our manager Gina and 2 other members of staff handed in their notice which meant the committee was basically hiring a whole new team! In April, Gemma Bloom came in as an experienced, passionate Manager from a local Preschool with lots of new ideas, Lesley Beaumont came in as Deputy and SENCO with a wealth of knowledge and experience that brought a calming grounded influence to the setting.

Emma Mills stayed with us as a practitioner which gave great insight to what had gone before. Bethany Prestidge (who started when Gina was still manager) hit the ground running in the Summer term and took responsibility for a wonderful graduation. Then last but not at all least Shannon joined us with an eagerness to learn and nurture the children. The new team faced Ofsted the second day of the Summer term and kept our good rating, showing Ofsted we had potential to do great things!

We had a successful Coronation celebration with the Primary School raising enough money to extend the preschool garden. The extension has been a great success and really adds to the outdoor ethos of our new staff team.

The children took part in Walk to School Week, Halloween Quizzes, Fireworks fundraising and a very special Lion King performance!

Fairhaven Garden visits continued to be popular with children participating in scavenger hunts, pond dipping, story-telling sessions, and nature crafts, among other things.

Fairhaven Primary School offered 5 transition sessions for those children transferring to them, and we welcomed the reception teacher Mrs Fleet on several occasions as she came to preschool to spend time with the children here. The other primary school teachers made visits or arrangements to familiarise themselves with their transitioning children.

We said goodbye to 14 children who transitioned to Fairhaven C of E and 1 other local primary school. We celebrated our leavers with families participating in a lovely graduation ceremony. Then a dance and snacks after. All the children participated in their leavers' graduation ceremony, complete with gowns and self-made mortar boards. Parents were very happy and thanked the staff for such a beautiful end to their preschool journey.

Section E Financial review

Brief statement of the charity's policy on reserves	We aim to keep unrestricted reserves to cover any emergency expenditure not covered by the budget.
Details of any funds materially in deficit	NA

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.


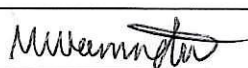
<p>The main source of funding is Norfolk County Council funding for 2, 3 & 4 year olds. Fees per session are charged for 2 year olds, and 3-4 year olds accessing hours in addition to their government funded hours.</p> <p>It is still the aim of the pre-school to keep fees to a minimum to enable anyone to attend this community pre-school.</p> <p>Fundraising is through preschool events and is then used to fund outings, Christmas and leavers' parties and any large items of equipment. The main costs are staffing and hall hire.</p>

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)	Katie Story	Matthew Warrington

Position (eg Secretary, Chair, etc)	Chair	Treasurer
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Date 30/6/24



Receipts and payments accounts

For the period from	01-Sep-22	To	31-Aug-23
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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					
Norfolk County Council Funding	56,277	-	-	56,277	46,844
Fees	16,339	-	-	16,339	11,242
Fundraising	4,087	-	-	4,087	2,438
Interest	-	31	-	31	1
Uniform	-	-	-	-	87
Outings	202	-	-	202	192
Grants	1,173	-	-	1,173	-
Donations	4,699	-	-	4,699	4,200
EYFS Grant	500	-	-	500	-
Sub total (Gross income for AR)	83,277	31	-	83,308	65,004
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	83,277	31	-	83,308	65,004
A3 Payments					
Staff salaries	55,090	-	-	55,090	52,633
Equipment and materials	2,535	-	-	2,535	248
Insurance	825	-	-	825	992
Rent	7,249	-	-	7,249	10,562
Misc	1,436	-	-	1,436	75
Subscription / membership fees	-	-	-	-	-
Recruitment	275	-	-	275	-
Training	180	-	-	180	177
Outings / Music sessions	564	-	-	564	357
Administration	280	-	-	280	250
Leavers' presents and parties	806	-	-	806	158
Uniform	70	-	-	70	-
Advertising	138	-	-	138	565
Mobile phone	118	-	-	118	209
Sub total	69,566	-	-	69,566	66,226
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	69,566	-	-	69,566	66,226
Net of receipts/(payments)	13,711	31	-	13,742	- 1,222
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	47,435	7,456	-	54,891	56,113
Cash funds this year end	61,146	7,487	-	68,633	54,891

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	Grants	-	837	-
	Redundancy Account	-	6,650	-
	Petty cash	-	-	-
	Cash at bank	61,146	-	-
	Total cash funds	61,146	7,487	-

(agree balances with receipts and payments account(s))

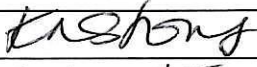
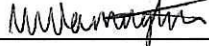
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Katie Story	30/6/24
	Matthew Warrington	30/6/24



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Fairhaven First Steps Pre School

**On accounts for the year
ended**

31 August 2023

**Charity no
(if any)**

1027491

Set out on pages

1-8

(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 **31 / 08 / 2023**.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

Catharine Simmonds

Date:

30 June 2024

Name:

CATHERINE SIMMONDS

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

ACA with ICAEW

Address:

22 OAKFIELD DRIVE
SOUTH WALSHAM
NR13 6EH

Only complete if the examiner needs to highlight 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.

