



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1st	Sept	2023		31st	Aug	2024

Section A Reference and administration details

Charity name

LITTLE MELTON PRE-SCHOOL NURSERY

Other names charity is known by

LITTLE MELTON PRE-SCHOOL NURSERY

Registered charity number (if any)

1028459

Charity's principal address

VILLAGE HALL
MILL ROAD
LITTLE MELTON
Postcode NR9 3NX

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	Charlotte Mayers	Chair/Treasurer	Appointed Jan 2024	Parents Committee
2	Sarah Hawken	Secretary	Appointed July 2019	Parents Committee
3				
4				
5				
6				
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

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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)

APPOINTED BY PARENTS COMMITTEE

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.

- DEVELOPMENT PLAN UPDATED EACH YEAR
- POLICIES REVIEWED AND UPDATED IN LINE WITH LATEST ADVICE, REGULATIONS AND RECOMMENDATIONS AS RECEIVED

Section C Objectives and activities

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

TO ADVANCE THE EDUCATION OF CHILDREN BELOW SCHOOL AGE BY PROVIDING SAFE AND SATISFYING GROUP PLAY, AND TO ENCOURAGE ACTIVITIES THROUGH WHICH PARENTS MAY HELP THEIR CHILDREN.

RUNS A SUPERVISED PLAYGROUP SESSIONS FOR PRE-SCHOOL CHILDREN AGED FROM 2 ½ - 5 YEARS.

OPEN DURING TERM TIME
MON – CLOSED
TUES – 9AM – 3PM
WED – 9AM – 1PM
THURS – 9AM – 3PM
FRI – 9AM – 12PM

CURRICULUM DELIVERED UNDER THE EYFS.

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

2023 saw some big changes in regards to the committee and payment structures in the nursery.

Charlotte Mayers came into sit beside Sarah in the chairpersons seat whilst waiting to join the committee.

Despite a lot of regular small scale fundraising the nursery was struggling badly for funds and the pot of savings was being depleted slowly.

Changes were made to increase the hourly charge rate for non funded children and a consumable charge was implicated to cover costs for snack and gloves, changing sundries etc. Leafleting was also done for advertising for more children to attend which improved nursery numbers. The increased charges resulted in a healthier bank balance.

The Norfolk county council sustainability grant was used to help bridge this gap until new payment schemes came into place.

The Ofsted inspection resulted in a requires improvement which was disappointing for all involved. The inspector reported that the level of child care and quality from the ladies was good but the committee consisted of parents of non attending children and there were discrepancies between names on Ofsted lists and actual serving members.

A decision to remove all old parents that were inactive as committee members was undertaken and a new committee was created.

Spring 2024 started with Charlotte Mayers as chairperson/Treasurer and Sarah Hawken retaining as secretary. Other parents were keen to join the committee from the new term in September 2024.

Section E

Financial review

Brief statement of the charity's policy on reserves

A SAVINGS ACCOUNTS IS HELD. THESE FUNDS ARE HELD TO ENSURE THE NURSERY COMPLIES WITH THE LOCAL AUTHORITY RECOMMENDATIONS REGARDING REDUNDANCY AND TO ENSURE THERE IS A CONTINGENCY POT OF MONEY SHOULD NUMBERS FALL.

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.

- PRINCIPLE FUNDING COMES FROM THE GOVERNMENT FUNDING FOR FREE NURSERY EDUCATION
- FUNDRAISING ACTIVITIES PROVIDE ADDITIONAL SUMS FOR NEW EQUIPMENT
- WE ARE LOOKING TO SECURE LOCAL GRANT FUNDING TO MAKE IMPROVEMENTS AND ATTRACT MORE FAMILIES AGAIN THIS YEAR

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)	<i>Charlotte Mayers</i>	
Full name(s)	Charlotte Mayers	
Position (eg Secretary, Chair, etc)	CHAIR	
Date	01.04.25	



Charity Name Little Melton Pre-School Nursery	No (if any) 1028459
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CC16a

Receipts and payments accounts			
For the period from	Period start date 1.9.23	To	Period end date 31.8.24

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					
Parent paid Fees/Government funding	-	-	-	36,195	28,742
Fundraising/Donations	-	-	-	2,230	7,801
Credit Interest	-	-	-	50	19
Other income	-	-	-	137	714
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	-	-	-	38,612	37,276
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	-	-	-	38,612	37,276
A3 Payments					
Wages	-	-	-	31,303	28,856
Hall Hire	-	-	-	3,232	5,568
Equipment/Consumables	-	-	-	731	1,311
HMRC tax	-	-	-	503	263
Other	-	-	-	2,320	2,705
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	£ 38,089	38,703
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	-	-	-	38,089	38,703
Net of receipts/(payments)	-	-	-	523	1,427
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	-	-	-	523	1,427

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	Cash in bank	6,331	-	-
		-	-	-
		-	-	-
	Total cash funds	6,331	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK

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
	Charlotte Mayers	



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Little Melton Pre-School Nursery

On accounts for the year
ended

1.9.2023 to 31.8.2024

Charity no
(if any)

1028459

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent
examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, 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:

Melanie Sutton

Date

25.02.2025

Name:

Melanie Sutton

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

Address:	Meadow View
	Great Melton Road
	Little Melton, NR9 3NR

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.