



Trustees' Annual Report for the period

From 01 September 2022 Period start date
To 31 August 2023 Period end date

Charity name: Wanstead Park Preschool (WPPS)

Charity registration number: 1030273

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>WPPS aims to:</p> <ul style="list-style-type: none">• Provide high quality care and education for children below statutory school age;• Work in partnership with parents to help children learn and develop;• Add to the life and well-being of the local community; and• Offer children and their parents a service that promotes equality and values diversity.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>WPPS's programme supports children to develop the knowledge, skills and understanding they need to achieve the goals of the prime and specific areas of learning of the Early Years Foundation Stage. WPPG believes children are born ready, able and eager to learn. They actively reach out to interact with other people, and in the world around them. Development is not however an automatic process. It depends on each unique child having opportunities to interact in positive relationships and enabling environments.</p> <p><u>Prime Areas</u></p> <ol style="list-style-type: none">1. Personal, Social and Emotional Development<ul style="list-style-type: none">• Making relationships• Self-confidence and self-awareness• Managing feelings and behaviour2. Physical Development<ul style="list-style-type: none">• Moving and handling• Health and self-care3. Communication and Language<ul style="list-style-type: none">• Listening and attention• Understanding• Speaking

		<p><u>Specific areas</u></p> <ol style="list-style-type: none"> 1. Literacy <ul style="list-style-type: none"> • Reading • Writing 2. Mathematics <ul style="list-style-type: none"> • Numbers • Shape, space and measure 3. Understanding the World <ul style="list-style-type: none"> • People and communities • The world • Technology 4. Expressive Arts and Design <ul style="list-style-type: none"> • Exploring and using media and materials • Being imaginative <p><u>Characteristics of Effective Learning</u></p> <ol style="list-style-type: none"> 1. Playing and exploring – engagement <ul style="list-style-type: none"> • Finding out and exploring • Playing with what they know • Being willing to ‘have a go’ 2. Active learning – motivation <ul style="list-style-type: none"> • Being involved and concentrating • Keeping trying • Enjoying achieving what they set out to do 3. Creating and thinking critically - thinking <ul style="list-style-type: none"> • Having their own ideas • Making links • Choosing ways to do things
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>WPPS is an inclusive setting with a friendly, approachable and committed staff team who seek to welcome a diverse range of children and families.</p> <p>The Trustees have had regard to the Charity Commission’s guidance on public benefit.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
Policy on social investment including program related investment	Para 1.38	n/a

Contribution made by volunteers	Para 1.38	WPP is managed by the volunteer trustees who give their time freely and receive no remuneration or other benefits. Trustees carry out fundraising activities, with the help of preschool staff and parents who children attend the setting
Other		n/a

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The preschool is staffed by an experienced and well-qualified team. We operate with enhanced ratios of staff to children to focus on individual child development within the EYFS framework. Children with developmental needs are identified and supported at an early stage.</p> <p>We offer a safe, fun and stimulating environment in which children can learn through play. Children have opportunities to grow emotionally as well as physically, to develop their communication and language skills, and to increase their selfconfidence and self-awareness.</p> <p>At the beginning of the 2022/23 academic year WPP increased its opening hours to allow an afternoon session from 12-3pm. This was trialled in the first term and it was quickly evident that it was a success as it allowed parents to access continuous childcare in the same setting from 9-3pm in term time</p> <p>A summary of our achievements are as follows: -</p> <ul style="list-style-type: none"> • New and old parents continue to be active in fundraising sessions and events such as the family discos and fundraisers in the church including a for the first time in several years a summer fete • We have started to introduce additional activities in our sessions provided by external resources and plan to continue this into the new term. • Operationally we introduce the nursery management software Family as well as the finance software Xero which have both improved the running of the setting.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Annual income from childcare increased to £181,842 against comparable income of £130,630 the previous year. Income rose due to the increased hours offered compared to previous years rather than funding rate increases. However, costs increased disproportionately to income, due to inflation and the national living wage increase driving up staff costs.</p> <p>This resulted in a profit of £3,081 compared to a surplus of £18,120 the previous year. The Trustees therefore decided to increase fees for paying parents by £1 per session and introduce a paid snack contribution for all children from September 2022. Nonetheless, the overall financial position of the charity remains strong. Cash balances at the yearend were £89,800.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The trustees aim to hold a minimum of £75,000 in reserves. Reserves are held to meet unforeseen expenditure, losses due to unexpected closures, to cover sudden reductions in fee income due to changing childcare requirements and to cover terminal obligations if the preschool were to close permanently.</p>
Amount of reserves held	Para 1.22	<p>Reserves were £89,800 at the year end, held in</p>

		savings accounts
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<p>The charity remains well funded with ample reserves to support the preschool.</p> <p>The Government announcement of funded places for all 2 year olds from April 24 is a source of uncertainty as funding rates are not clear and we are therefore unable to assess how many places we can offer, whether we will lose children from the setting if we cannot accommodate the funded places and the subsequent impact on our income.</p> <p>There is a healthy waitlist which should mitigate some of the above.</p> <p>WPPS continues to feel the impact of increased staffing costs and static government funding for early years settings. We strive to attract and retain the best early years practitioners and are mindful of the issues currently faced in recruitment within the Early years sector.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>The principal source of funds is from providing childcare, paid for either by parents or local authority funded early education schemes.</p> <p>For the 22/23-year, funding made up 37% of income, fees 60% and fundraising + other 3%.</p> <p>The major outgoing was wages and staff costs with 76% of expenditure being attributable to this. Rent was 8% of expenditure.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<p>Surplus funds not required for immediate running costs are placed in interest-bearing savings accounts.</p>
A description of the principal risks facing the charity	Para 1.46	<p>The charity's main activity is operating Wanstead Park Preschool. The principal associated risks are:</p> <ul style="list-style-type: none"> • Loss of the current premises at St Gabriels church hall; there are no suitable alternatives nearby for permanent occupation. • If the preschool were to lose its 'good' rating from Ofsted, it would no longer have access to the free childcare schemes, causing a significant

		<p>and sudden loss of revenue.</p> <ul style="list-style-type: none"> • Large increases in staff costs due to increases in the National Living Wage, not matched by increases in childcare funding and fees. • Inability to recruit adequate qualified staff • Loss of income due to fewer children attending; preschool has a limited catchment area but relies on younger children continually replacing those leaving for school. <p>There is the possibility of a private nursery opening in the near locality which would diminish our roll numbers.</p> <ul style="list-style-type: none"> • A sudden and lengthy closure of preschool, due to damage to premises, health and safety issues, a pandemic, or other factors.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected annually by members at AGM in October or at extraordinary GM as needed after request for candidates

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	We have a trustee job descriptions and a handbook available to anyone becoming a trustee.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Wanstead Park Preschool
Other name the charity uses	n/a
Registered charity number	1030273
Charity's principal address	St Gabriel's Church Hall Park Road London E12 5HQ

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	Nathalie Priem	Co-Chair		
2	Louise Herington	Co-Chair		
3	Hakim Yadi	Secretary		
4	Tineke Zonneveld	Treasurer		
5	Suzi Holland		30.06.22 - 28.05.2023	
6	Claudia Webster		15.03.23 – 23.06.2023	
7	Nick Roberts		15.03.23 – 23.06.2023	
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Tineke Zonneveld	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	30/06/2024	

Wanstead Park Preschool	1030273
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Receipts and payments account

For the period from	01.09.22	To	31.08.23
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restrict ed funds to the nearest £	Endowm ent funds to the nearest £	Total funds to the nearest £
A1 Receipts				
Fees	109,568.00	-	-	-
Funding	66,704.80	-	-	-
Fund Raising	4,204.10	-	-	-
Other	1,365.58	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	181,842	-	-	-
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	181,842	-	-	-
A3 Payments				
Rent	15,010	-	-	-
Salary	132,307	-	-	-
Pension	3,056	-	-	-
Expenses	25,341	-	-	-
Tax	-	-	-	-
Training	476	-	-	-
Insurance	719	-	-	-
Cost of fundraising	1,853	-	-	-
Garden	-	-	-	-
Sub total	178,761	-	-	-
A4 Asset and investment purchases, (see table)				
	-	-	-	-

	-	-	-	-
Sub total		-	-	-
Total payments	178,761	-	-	-
Net of receipts/(payments)	3,081	-	-	-
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	-	-	-	-
Cash funds this year end	3,081	-	-	-

Section B Statement of assets and lia

Categories	Details	Unrestr cted funds to nearest £	Restrict ed funds to nearest £
B1 Cash funds	Main Account	19,443	-
	Reserve Account	70,262	-
	Other (revolut card)	97	-
	Total cash funds	89,801	-
	(agree balances with receipts and payments account(s))	OK	OK
		Unrestr cted funds	Restrict ed funds
		to nearest £	to nearest £
B2 Other monetary assets	Details		
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
B3 Investment assets	Details		
			-
			-
			-
			-
			-
B4 Assets retained for the	Details		
			-

charity's own use

		-
		-
		-
		-
		-
		-
		-
		-
		-

Fund to which liability relates

Amount due (optional)

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)
		-
		-
		-
		-
		-

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

Signature

Print Name

CC16a



Last year

**to the nearest
£**

82,217
45,645
2,767
-
-
-
-
-
130,630

-
-

130,630

7,794
88,423
1,711
13,356
-
550
679
-
-
112,512

--

112,512

18,120
-
-
18,120

Endowment funds

to nearest £

-
-
-
-

OK
Endowment funds

to nearest £

-
-
-
-
-
-

Current value (optional)

-
-
-
-
-

Current value (optional)

-

-
-
-
-
-
-
-
-

**When due
(optional)**

**Date of
approval**

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Account	2023	2022
Childcare provision		
Preschool fees	(647.50)	82,217.25
Fee paying - am Session	64,027.00	
Funded - am Session	60,506.29	
Additional am Sessions	1,569.50	
Fee paying - pm Session	26,746.00	
Funded - pm Session	3,512.67	
Additional pm Sessions	1,913.50	
Local Authority Funding	2,685.84	45,645.40
Total Childcare provision	160,313.30	127,862.65
Additional Clubs		
Breakfast club	4,840.00	
Lunch club - full	9,060.00	
Lunch club - half	440.00	
Snack contribution	575.00	
Total Additional Clubs	14,915.00	
Contributions for additional activities		
Extra Curricular activities - voluntary donation	1044.5	27.00
Total Contributions for additional activities	1,044.50	27.00
Fundraising		
Fundraising - Disco	285.00	1,050.08
Fundraising - Tabletop 1	435.00	218.81
Fundraising - Tabletop 2	510.81	
Fundraising - Summer Fete	2,973.29	
Fundraising - Christmas concert		944.67
Total Fundraising	4,204.10	2,213.56
Other Income		
Interest Income	263.58	
Other Revenue	100.00	482.51
Overpayments	1,002.00	44.00
Total Other Income	1,365.58	526.51
Total Turnover	181,842.48	130,629.72
Gross Profit	181,842.48	130,629.72

Costs of fundraising

Fundraising expenses - table top sale	20.48	Fundraising
Fundraising - Halloween disco	252.38	Fundraising
Fundraising - Summer Fete expenses	1,580.47	Fundraising
Total Costs of fundraising	1,853.33	

Administrative Costs

Staff salaries & benefits		
Salaries - PM Sessions	35,607.22	Salary
Salaries - AM sessions	84,356.81	81,360.42 Salary
Salaries - Admin/Overtime/Other	12,527.56	7,772.60 Salary
E'er NI - AM	4,066.39	(892.27) Salary
E'er NI - PM Sessions	1,865.30	Salary
E'er NI - Admin/Other	679.91	182.07 Salary
Employment allowance	(6,796.53)	(2,264.96) Salary
Pensions Costs - AM Sessions	1,978.21	1,527.19 Pension
Pensions Costs - PM Sessions	790.93	Pension
Pensions Costs - Admin/Overtime/Other	286.68	183.31 Pension

Misc salary payments and Furlough		2,131.72 Expenses
Total Staff salaries & benefits	135,362.48	90,000.08
Other Staff costs		
DBS Checks	16.20	220.94 Expenses
Entertainment-100% business	278.85	610.77 Expenses
Payroll processing fee	974.61	896.40 Expenses
Staff Training	475.80	550.00 Training
Travel - National	1.65	Expenses
Staff uniforms		330.00 Expenses
Recruitment costs	1,381.79	Expenses
Gifts - Staff & other	1,176.10	170.00 Expenses
Staff refreshments	64.29	110.27 Expenses
Total Other Staff costs	4,369.29	2,888.38
Direct Preschool costs		
Additional activities - external providers	2,275.00	80.00 Expenses
Cleaning supplies	1,696.05	327.08 Expenses
Furniture & equipment for preschool	2,706.30	253.44 Expenses
Garden refurbishment and maintenance	718.25	652.26 Expenses
Insurance - Playgroup	719.07	678.99 Insurance
Interest Paid		7.84 Expenses
Rent - am session	9,025.00	7,794.00 Rent
Rent - pm session	5,985.00	Rent
Childrens snacks	1,173.74	630.79 Expenses
Teaching resources	2,303.43	2,044.99 Expenses
Annual registration & membership fees	50.00	50.00 Expenses
Total Direct Preschool costs	26,651.84	12,519.39
Other Admin costs		
General Expenses	1,145.03	3,312.05 Expenses
Insurance - Computers	30.00	62.00 Expenses
IT Software and Consumables	266.63	252.03 Expenses
Postage, Freight & Courier	86.60	Expenses
Printing & Stationery	951.66	759.92 Expenses
Advertising		32.57 Expenses
Telephone & Internet	178.17	196.02 Expenses
Website Hosting and content	244.80	235.20 Expenses
Accounting Software	393.60	304.80 Expenses
Childcare management software	1,609.20	170.40 Expenses
Audit & Accountancy fees	46.60	12.00 Expenses
Bank Fees	4.23	4.99 Expenses
Consulting	5,567.99	Expenses
Computer Equipment		1,754.00 Expenses
Total Other Admin costs	10,524.51	7,095.98
Total Administrative Costs	176,908.12	112,503.83
Operating Profit	3,081.03	18,125.89
Profit on Ordinary Activities Before Taxatio	3,081.03	18,125.89
Profit after Taxation	3,081.03	18,125.89

	2022	2023	
Fees	82,217	109,568.0	60%
Funding	45,645	66,704.8	37%
Other		1,365.58	1%
Fund Raising	2,767	4,204.10	2%
JRS Grant			
total	130,630	181,842.5	

1002

	2022	2023	
Rent	7,794.00	15,010.00	8%
Salary	86,157.86	132,306.66	76%
Pension	1,710.50	3,055.82	
Expenses	15,620.48	25,340.77	
Tax	0.00	0.00	
Training	550.00	475.80	
Insurance	678.99	719.07	

2023
NOTE: % will be slightly out over AM/PM split as

NOTE: % will be slightly out over AM/PM split as

Other	0.00	0.00
Garden	0.00	0.00
Fundraising	0	1,853.33
	112,511.83	178,761.45
		178,761.45

572.98 - 245.90

2,332.93 - 287.94

13,053.23 - 533.84

867.6 - 107.68 - 641.52

200
7.99
4.49
7.99

have journalled back the unpaid NI at year end to the AM account rather than working out the splits

have journalled back the unpaid NI at year end to the AM account rather than working out the splits

245.9

Balance Sheet

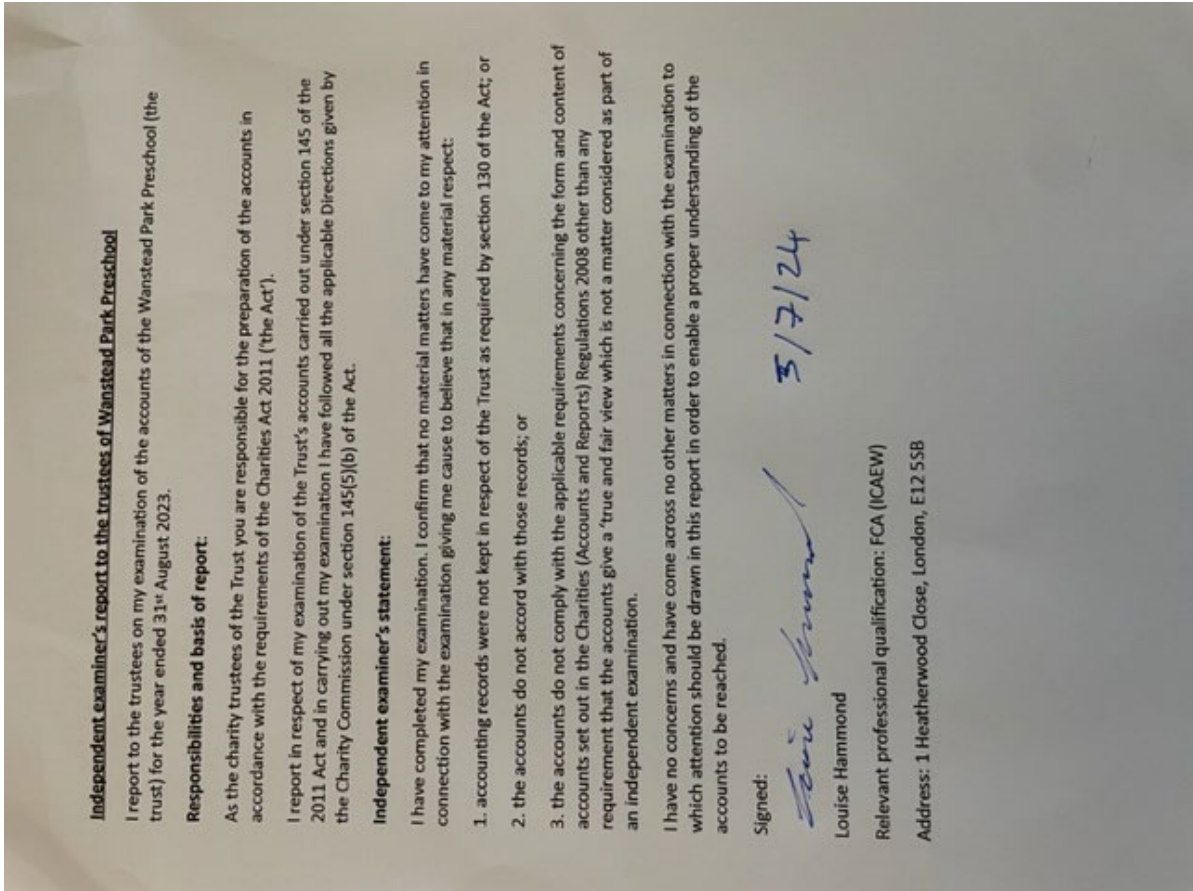
Wanstead Park Preschool

As at 31 August 2023

Account	31 Aug 2023	31 Aug 2022	31 Aug 2021
Cash at bank and in hand			
Revolute Card - Manager	96.62	243.64	0.00
Wanstead Park Preschool	19,442.75	86,098.37	68,221.69
Wanstead Park Preschool - Reserve Account	70,261.58	377.91	377.91
Total Cash at bank and in hand	89,800.95	86,719.92	68,599.60
Accounts Receivable	4,524.02	3,579.00	0.00
Prepayments	(4,524.02)	(3,579.00)	0.00
	89,800.95	86,719.92	68,599.60
Accounts Payable	4,419.02	4,438.33	5.57
Accruals	(4,419.02)	(3,796.79)	0.00
Rounding	0.00	(0.02)	0.00
	0.00	641.52	5.57
Net Current Assets (Liabilities)	89,800.95	86,078.40	68,594.03
Total Assets less Current Liabilities	89,800.95	86,078.40	68,594.03
Net Assets	89,800.95	86,078.40	68,594.03
Current Year Earnings	3,722.55	17,484.37	11,170.31
Retained Earnings	86,078.40	68,594.03	57,423.72
	89,800.95	86,078.40	68,594.03

3,081
68,600
71,681
15,038.89

From: [Tineke Zonneveld](#)
To: [Chair](#)
Date: 05 July 2024 20:06:28



Sent from my iPhone