



Trustees' Annual Report for the period

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

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

 Postcode

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	Sarah Milczarek	Chairperson		Parents
2	Rebecca Simpkins	Secretary	To 12.10.23	Parents
3	Katie Webb	Treasurer		Parents
4	Emma Brown			Parents
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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 <small>(eg. trust deed, constitution)</small>	Constitution
How the charity is constituted <small>(eg. trust, association, company)</small>	Association
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Elected by parents

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.

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Section C Objectives and activities

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

To provide quality pre-school provision to 2-4 year olds.

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)

Heath Barn Pre School is registered with Ofsted and is a member of the Pre School Learning Alliance. It is a community group and owned by the parents/carers of the children who attend. The committee is responsible for fund-raising and assisting with the running of the group. To ensure that the running of the pre school is an enjoyable and stress free experience, extra help and ideas from other parents are vital.

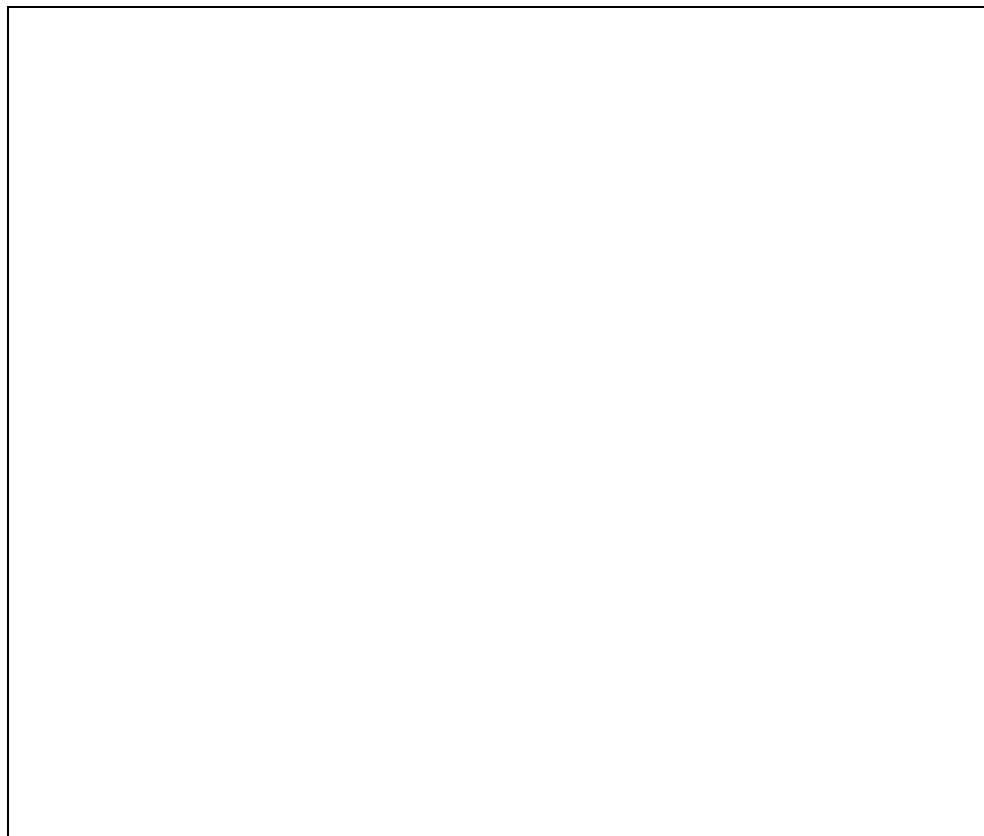
Our aim is to provide a secure and caring environment in which children can learn through play and develop confidence and independence. Our staff are committed to caring for children and providing an environment in which they can thrive.

During each session there will be ample opportunity for the children to participate in many different arts and craft activities, construction play, creative play, books, water, sand and outdoor games. These and other activities will help with each child's personal and social development, with their language and literacy skills and also encourage an early understanding of maths. Details of the activities and themes will be on display on the notice board and door; these will all link to the areas of learning and development that form part of the Early Years Foundation Stage.

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.



Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Heath Barn Preschool continues to provide Early Years education for both funded and non-funded 2-4 year olds from Heath and Reach and surrounding areas.

We continue to maintain a steady number of children at Heath Barn.

Usually each September this number drops as the local schools all have a September intake. In September 23 we were running at 58% capacity and by Summer 24 this was 91% as children became eligible for Nursery Education Funding.

We are registered for 2 year olds, giving priority to all funded children- particularly 2 year old disadvantaged children, and accept all types of childcare vouchers currently used by parents, including working parent 2 year old funding. We offer Tax Free Childcare and 30 Hours extended hours funding and are fully inclusive to SEND families.

We are already implementing the ongoing changes to Nursery Education Funding and are ensuring we accommodate our local families.

Section E Financial review

Brief statement of the charity's policy on reserves

We know that numbers drop each September due to children leaving for school and over the last 10 years many new settings have opened in Leighton Buzzard taking some of our children with them. We have reserves sufficient to keep our valued staff employed across a few terms that may have a lower intake.

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

Signature(s)	<i>Sarah Milczarek</i>	<i>Emma Brown</i>
Full name(s)	Sarah Milczarek	Emma Brown
Position (eg Secretary, Chair, etc)	Chairperson 23/24	Chairperson 24/25
Date	20 th June 2024	

Bank Reconciliation 2023/2024			
Closing balance as per previous statement	£93,726.04		
Receipts	-£120,262.58		
Payments	£108,707.14		
Closing Balance @ 31/08/2024	£82,170.60		
Income & Expenditure Report		Year 2023/24	
Income			
<u>Fee Income</u>			
Fees- funded children		£74,207.88	
Fees- non funded children		£22,969.00	
Other fees income received		£9,361.08	
		£106,537.96	
<u>Other Income</u>			
Milk		£432.76	
Activity Income		£310.00	
Uniform Income		£401.00	
<u>Fundraising Income</u>			
Fundraising		£1,025.42	
Total Income		£108,707.14	
Expenditure			
<u>Staff costs</u>			
Wages		-£88,045.84	
HM Revenue & Customs- (Employer's & Employees -Tax & NI)		-£4,413.41	
		-£92,459.25	
Other Staff costs (inc employers and Employees Pensions)		-£11,314.08	
<u>Equipment & Expendables</u>			
Childrens Activities Expenses		-£940.00	
Playware equipment and consumables		-£6,741.09	
<u>Admin Costs</u>			
Rent		-£5,279.13	
Phone		-£449.86	
Insurance		-£993.73	
Uniform Expense		-£861.50	
Sundries		-£1,223.94	
Total Expenses		-£120,262.58	
Surplus / (Deficit) for the year		-£11,555.44	



Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees/ members of	Charity Name HEATH BARN PRE SCHOOL		
On accounts for the year ended	31 AUGUST 2023	Charity no (if any)	1030817
Set out on pages	1 <small>(remember to include the page numbers of additional sheets)</small>		

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: Date: 16/08/2024

Name: ELOUISE MCGINTY

Relevant professional MAAT (10120271)

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

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