



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	09	2022		31	08	2023

**Charity name** Hermitage Pre School Playgroup

**Other names charity is known by** Hermitage Pre School

**Registered charity number (if any)** 1031844

**Charity's principal address** Hermitage Village Hall, Pinewood Crescent

Hermitage

**Postcode**

RG18 9WL

### 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 Lottie Lewis	Chairperson	Whole year	
2 Keri Watts	Treasurer	Resigned 06/03/2023	
3 Katrina Burgess	Secretary	Whole year	
4 Raquel Cerioni Hawkins	Treasurer (from 06/03/2023)	Whole year	
5 Sarah Jane Finlay		Whole year	
6 Unity Mutambiranwa		Whole year	
7 Lucy Thomas		Resigned 06/06/2023	
8 Chloe Tomlin		Co-opted 19/06/2023	
9 Lucie Gemzova		Co-opted 19/06/2023	
10			
11			
12			
13			
14			
15			
16			
17			
18			

### 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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**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Pre School Learning Alliance Constitution adopted on 29 <sup>th</sup> January 1981 as amended October 2011
How the charity is constituted (eg. trust, association, company)	Charitable organisation
Trustee selection methods (eg. appointed by, elected by)	Volunteer appointed by existing trustees

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

To enhance the development and education of children primarily under statutory school age, by encouraging parents to understand and provide for the needs of their children through community groups and by (a) by offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups. Ensuring that such groups offer opportunities for all children whatever their race, culture, religion or means of ability. (b) encouraging the student of such needs of such children and their families promoting public interest and recognition of such need in the local area (c) instigating and adhering to and furthering the aims and objectives of the Pre School

Learning Alliance.

Daily activities includes a selection from the following:

Painting and drawing, music, role play, play dough, sand, water, sensory play, small world, home corner house/shop, technology, books, and construction all in line with the statutory guidelines for EYFS.

Children in our care have a designated key person whose responsibility it is to document the learning and monitor the development of the child allocated to them.

Children are encouraged to explore and learn in a safe and welcoming environment.

Other specialist events are arranged throughout the year such as visits from a music teacher, emergency crew etc. or walking to the local primary school or church to participate in an activity.

The staff also run several open events through the year where the parents are encouraged to visit and allow the children and staff to demonstrate the activities and achievements.

All staff and committee are subject to enhanced DBS checks and we follow a safe recruitment policy.

**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)**

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**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**

The Pre School continued to develop in line with the EYFS which included the purchase of equipment to facilitate extended learning for children.

The staff are continuously monitored and where available training is undertaken, all our staff are fully first aid trained and undergo intensive safeguarding training.

The Pre School continued to fundraise which is an important element to keeping the Pre School in operation. There were several successful fundraising events held in the year including the Easter Egg Hunt and the Halloween Disco. Towards the end of the year the children were also pleased to take part in a Wheels in motion event to raise money for the Pre School.

The Pre School continued to work on and improve the Good Ofsted inspection result that they had previously achieved.

The staff and committee continued to be committed to strive for ongoing improvement.

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

The charity has historically maintained a reserve fund to provide contingency against fluctuations in income against expenditure and to safeguard the charity against challenges ahead which include a fluctuation in children attending the setting on a daily basis.

**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**

[Empty box for optional information]

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

**Signed on behalf of the charity's trustees**

Signature(s) 

Full name(s) Charlotte Lewis

Position (eg Secretary, Chair, etc) Chair

Date 08/11/2023

**Hermitage Pre-school Playgroup****Registered Charity No: 1031844****Receipts and Payments account for the year ended 31 August 2023**

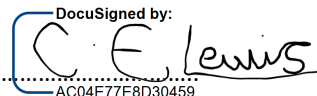
	2023		2022	
	£	£	£	£
<b>Receipts</b>				
<b>Fees</b>				
Session income/fees	17,465		13,877	
Snacks	1,387		998	
Subscriptions	436		314	
		19,289		15,189
<b>Grants</b>				
Hermitage Parish Council	1,355		920	
West Berks	58,220		54,828	
		59,575		55,748
<b>Donations</b>		2,735		107
<b>Fundraising</b>		2,630		3,733
<b>Interest received</b>		50		3
<b>Total Receipts</b>		84,279		74,780
<b>Payments</b>				
Consumables		5,712		2,348
Equipment and repairs		258		70
Fundraising		663		630
HP INK		137		218
Subscriptions		965		799
Training		150		556
General expenses		758		694
Insurance		790		747
Mobile phone		60		60
Rent and rates		12,316		11,301
Wages		53,921		40,504
Computer software		1,515		300
<b>Total Payments</b>		77,245		58,227
<b>Net of Receipts/Payments</b>		7,034		16,553
Cash funds brought forward		39,060		22,507
<b>Cash funds carried forward</b>		46,094		39,060
		-		-

**Hermitage Pre-school Playgroup****Registered Charity No: 1031844****Statement of assets and liabilities as at 31 August 2023**

	2023		2022	
	£	£	£	£
<b>Assets</b>				
<b>Cash funds</b>				
Cash at Bank	27,601		24,057	
Deposit Account	18,050		15,003	
Cash in hand	443		-	
		46,094		39,060
Fees not paid		1,195		122
		47,289		39,182
<b>Liabilities</b>				
Pension		(100)		-
PAYE		(493)		(559)
<b>Net assets</b>		46,696		38,623

The trustees declare that they have approved the Receipts and Payments account for the year ended 31 August 2023 and the Statement of assets and liabilities as at 31 August 2023.

Signed on behalf of the trustees:

DocuSigned by:  
  
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Name: Charlotte Lewis  
 Position: Chair  
 Date: 09/10/2023

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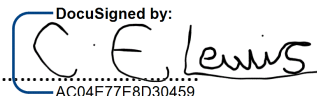
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