



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 20	Month 08	Year 2023		Day 19	Month 08	Year 2024

## Section A Reference and administration details

**Charity name**

Tring Stepping Stones Pre School

**Other names charity is known by**

**Registered charity number (if any)**

1034714

**Charity's principal address**

c/o Treasurer Tim Manning  
  
  
**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	Tim Manning	Treasurer		
2	Rebecca Masters	Chairperson		
3	Rachel Martinek	Secretary		
4	Natalie DeSouza			
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

### 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)	Committee
Trustee selection methods (eg. appointed by, elected by)	Elected at AGM

### 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 ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN BELOW STATUTORY SCHOOL AGE.

PRE-SCHOOL CONTINUES TO OFFER AN OUTSTANDING, SAFE AND SECURE ENVIRONMENT FOR ALL CHILDREN WHO ATTEND. THE STAFF HAVE HAD RANGE OF TRAINING OPPORTUNITIES WHICH THEY EMBRACE WITH INTEREST. THE BENEFITS FROM THESE COURSES IS DEMONSTRATED IN THE VERY GOOD PRACTICE ON A DAY-TO-DAY BASIS.

**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**

CHRISTMAS PERFORMANCE AT A LOCAL CHURCH  
MESSY PLAY SESSIONS  
STAND AT A NUMBER OF LOCAL EVENTS  
ALL STAFF AT OR ABOVE LIVING WAGE  
CONTINUED PROVISION 2 YEAR-OLDS  
CONTRIBUTIONS TO A NUMBER OF TOWN CELEBRATIONS

## Section E

## Financial review

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

THE PRE-SCHOOL RESERVE POLICY IS TO ENSURE THAT THERE ARE SUFFICIENT FUNDS AVAILABLE TO COVER; ONE MONTHS SALARY, FOUR WEEKS HOLIDAY PAY AND 6 WEEKS PREMISES RENTAL.

**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

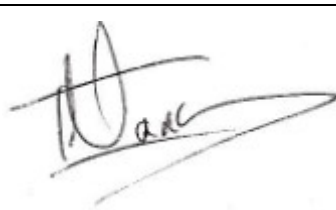
## Section G

## Declaration

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

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

**Signature(s)**



**Full name(s)**

Timothy John Manning

**Position (eg Secretary, Chair, etc)**

Treasurer

**Date**

30/5/2025



## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	20/8/2022		19/8/2023

### 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 £
<b>A1 Receipts</b>					
Fees	30,823	-	-	30,823	21,484
Funding	50,639	-	-	50,639	32,313
Fundraising	1,287	-	-	1,287	851
Other	1,273	-	-	1,273	318
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>84,022</b>	<b>-</b>	<b>-</b>	<b>84,022</b>	<b>54,966</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>84,022</b>	<b>-</b>	<b>-</b>	<b>84,022</b>	<b>54,966</b>
<b>A3 Payments</b>					
Wages	58,699	-	-	58,699	52,345
Premises	3,999	-	-	3,999	4,482
Equipment	2,101	-	-	2,101	987
Other	1,527	-	-	1,527	2,184
HMR&C	2,402	-	-	2,402	1,325
Pensions	4,442	-	-	4,442	4,047
Insurance	979	-	-	979	608
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>74,149</b>	<b>-</b>	<b>-</b>	<b>74,149</b>	<b>65,978</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>74,149</b>	<b>-</b>	<b>-</b>	<b>74,149</b>	<b>65,978</b>
<b>Net of receipts/(payments)</b>	<b>9,873</b>	<b>-</b>	<b>-</b>	<b>9,873</b>	<b>11,011</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	11,479	-	-	11,479	22,490
<b>Cash funds this year end</b>	<b>21,352</b>	<b>-</b>	<b>-</b>	<b>21,352</b>	<b>11,479</b>

### 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 £
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**B1 Cash funds**

	21,352	-	-
	-	-	-
	-	-	-
<b>Total cash funds</b>	<b>21,352</b>	<b>-</b>	<b>-</b>

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

OK OK OK

**Unrestricted funds**      **Restricted funds**      **Endowment funds**  
to nearest £      to nearest £      to nearest £

**B2 Other monetary assets**

Details			
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

**B3 Investment assets**

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-


**B4 Assets retained for the charity's own use**

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

**B5 Liabilities**

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

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

Signature	Print Name	Date of approval
	Timothy Manning	13/06/25



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Stepping Stone Pre School Tring

**On accounts for the year  
ended**

19/08/24

**Charity no  
(if any)** 1034714

**Set out on pages**

(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 DD / MM / YYYY.

**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:**

**Date:**

01/06/25

**Name:**

Chris Wells

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

**Address:**

9 Elizabeth Close  
Aylesbury Bucks HP21 9XX

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.

