



## Trustees' Annual Report for the period

From 01/09/2022 To

31/08/2023

Charity name: Dodleston Pre-school

Charity registration number:1035994

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To provide a safe and inclusive environment for all children aged between 2 - 5 years, with an emphasis on risky play and outdoors based activities. We meet the requirements of EYFS whilst instilling a sense of self belief, self-confidence and independence within each individual, meeting each child's specific need.</b>
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	<b>Dodleston Pre-school's purpose is to provide an affordable, flexible and safe childcare environment, with managed risks and in the moment planning as the central ethos. The children make their or own choices about how they spend their time with us, allowing them to develop independence and confidence in their own decision making. We follow local term times in order to allow families using multiple settings enjoy whole family holidays, rather than having differing attendances at different settings. We aim to be as flexible as possible in our operating, with no minimum sessions requires, early collection / late drop off to meet the needs of individuals, although most children attended either full morning sessions or full days. We are situated very near to the border between England and Wales, so ideally suited to accommodate the needs of families in both areas. The childcare sector continues to be challenging, but we have constantly reviewed and adapted our routines and practices to remain relevant and accessible. We continue to accept Early Years funding for 2, 3 and 4 year olds, as well as childcare vouchers, Tax Free childcare payments and have kept our fees</b>

		<p>affordable for the families who pay directly for their childcare.</p> <p>We feel that we have achieved our purpose in providing a safe, affordable, flexible service for the families living in the immediate area and farther afield, allowing our families to feel confident that the children in our care and their safety is our paramount concern, irrespective of personal circumstances.</p> <p>We hold regular meetings of various types - full committee, with sections both with and without staff, parents meetings and staff supervisions, which all contribute to maintaining the clear and open communications necessary to better understand the challenges we face and managing these, including considering our objectives and how we meet them, our public benefit requirement, our families, the local community and the wider area.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The Trustees are aware of the guidance on public benefit and have maintained regard to it in their oversight of the Pre-school. Staffing remained, as ever, a challenge, but the Trustees have ensured that the necessary services and support has been available to those who needed it, balancing this with the requirements of the business, including welfare, safety and affordability.</p>

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

**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><b>This has been yet another challenging year, including issues around staffing and financial sustainability, but the Trustees have acted in the best interest of the people who rely on the preschool - both as a provider and an employer. Our attendance through the year remained steady. We started the year with 21 children on roll - 9 x 2 year olds and 12 x 3 year olds, of whom 8 were in receipt of EY funding. By the end of the year there were 26 children on roll, with 6 x 2 year olds (1 receiving funding) and 20 x 3/4 year olds, all of whom were in receipt of some level of EY funding. Our total income increased by £6,686, which put us back on par with previous years' income levels, and was due to an increase in attendance levels. However, costs also increased by £6,389, negating the rise in income; this rise can be attributed predominantly to increased wages costs, with rises in hourly paid rates. This has, unfortunately, led to 3<sup>rd</sup> year loss, albeit slightly less than previous years. We have had some staff changes but have remained as committed as ever to nurturing and building the relationships with our families and the wider community outside of the preschool. Ongoing CPD remains a key priority, as does improving our setting and resources, which has also accounted for some of our costs, but they are necessary investments.</b></p>

### **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	<b>Our end of year holdings now stand at £20,755, slightly lower than at the end of 2022; some of this is ringfenced and the issue does need to be addressed in the coming year, possibly by way of greater fundraising and grant applications.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The preschool retain a small ring-fenced amount in the savings account, the purpose of which is to maintain a fund for redundancy, in the event that pre-school should ever become unviable.</b>
Amount of reserves held	Para 1.22	<b>£12,078</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>There is no concern regarding the charity continuing, we just need to ensure that the trend of losses experienced over the last 4 years is reversed.</b>

### 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	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Early Years Alliance Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>A committee of Trustees forming an unincorporated constitution</b>
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	<b>Election by committee</b>

### 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	<b>Safeguarding is a vital part of our operational procedures, with all staff, committee and volunteers having an Enhanced DS with Childrens barred list check. We endeavour to have an assisted and smooth handover from outgoing to incoming Trustees. The Chair at year end has been a Trustee since 2015 is looking to step down as Chair, but happy to remain on board as a Trustee to assist in this process and pass on his knowledge the next year progresses.</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>Dodleston Pre-school is a community based charity pre-school providing care for children aged between 2 and 5 years, following the EYFS structure. We are governed and inspected by Ofsted and our structure aims to accommodate the physical and mental wellbeing of the children who attend in addition to offer support, where necessary, to the wider family members.</b>
Relationship with any related parties	Para 1.51	<b>The pre-school is well known within the village and is a fundamental part of the village life. We are involved with many village events, both as guests and organiser. This helps us to build relationships with our key schools, making the transition to primary school process easier for the children and families.</b>
Other		<b>Our Trustees and committee members give of their time freely to the benefit of the Pre-school; this includes meetings, fundraisers and village events, all of which help to maintain our presence within the village and wider areas.</b>

## Reference and Administrative details

Charity name	Dodleston Pre-school
Other name the charity uses	
Registered charity number	1035994
Charity's principal address	Village Hall Pulford Lane Dodleston Cheshire CH4 9NN

## 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	Andrew Barnett	Chair	Oct 2015 - present	Pre-school Committee
2	Rhian Wayte	Secretary	Oct 2021 - Present	
3	Amy Dilworth	Co-Chair	Oct 2022 - Present	
4	Ella Batley-Moss		Oct 2019 - Oct 2022	
5	Yang Ling Leung		Oct 2019 - Oct 2022	
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## Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		


**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	N/A
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

N/A
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**Other optional information**

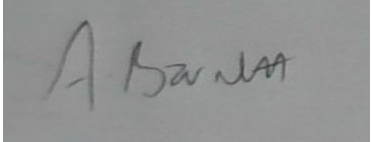
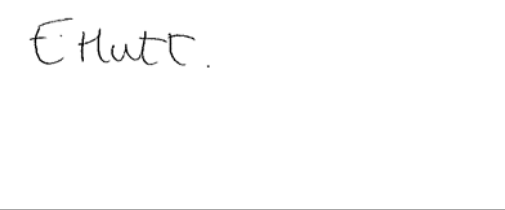
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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
Andrew Barnett	Emma Hutt

Full name(s)

Position (eg Secretary,  
Chair, etc)

Chair

Co-Chair

Date

20/6/2024

**DODLESTON PRE-SCHOOL**

**Financial Statements**

**31 August 2023**

**Charity number 1035994**

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- 1 Accountants Report
- 2 Receipts and Payments account/  
Balance Sheet

# **DODLESTON PRE-SCHOOL**

## **INDEPENDENT EXAMINERS REPORT**

I report on the financial statements of the Charity for the year ended 31 August 2023 set out on pages 3 to 9

### **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(2) 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 2011 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 report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 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 examiners statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.

### **AC Accountants**

04-Dec-23

**DODLESTON PRE-SCHOOL**  
**RECEIPTS AND PAYMENTS**  
**Year end 31 August 2023**

<b>RECEIPTS</b>	<b>2023</b>	<b>2022</b>
CWAC Funding	42397	39468
Flintshire funding	2284	2238
Welsh Government funding	620	
On line fees	15884	11920
Cash fees	712	1010
Childcare vouchers	1668	1300
Fundraising	183	616
Donations	143	354
Uniform	87	82
HMRC grants		120
Miscellaneous / Refunds		232
Savings acc interest	50	2

<b>Total Receipts</b>	<b>64028</b>	<b>57342</b>
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<b>PAYMENTS</b>		
Wages	53465	48044
Pension Nest	1518	1093
PAYE	665	1148
Gross wages	55648	50285
Catering costs	241	165
Premises (Rent)	3361	3671
Administration	250	664
Training Costs	252	834
Job adverts	75	
Skip hire/repairs	299	
Laptop	479	
Insurance	859	733
Accountancy	450	435
Equipment	1223	686
PPE /Santising		177
Consumables	557	276
Subscriptions	220	348
Donations	23	0
Uniform	719	144
Phone	900	794
Stationery	358	
Trips		108
Event Expenses	78	186
Miscellaneous expenses	115	212

<b>TOTAL PAYMENTS</b>	<b>66107</b>	<b>59718</b>
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<b>Excess of payments over receipts</b>	<b>2079</b>	<b>2376</b>
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**BALANCE SHEET**

**31 August 2023**

Bank current account	8818	10454
Bank savings account	12078	12028
Petty cash	309	787
Creditor	-450	-435
	<b>20755</b>	<b>22834</b>

Capital account	<b>20755</b>	<b>22834</b>
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Signed

**CHAIRMAN**

**TREASURER**

**DODLESTON PRE-SCHOOL**

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