



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	APRIL	2024		31	MARCH	2025

Section A Reference and administration details

Charity name

CLYST VALLEY PRESCHOOL

Other names charity is known by

Registered charity number (if any) 1036131

Charity's principal address

CLYST ST MARY PRIMARY SCHOOL

CLYST ST MARY

EXETER

Postcode

EX5 1BG

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	EIFION JONES	CHAIR	LEFT November 2024	
2	FRANCESCA WILLIAMS	SECRETARY		
3	RACHEAL LEVERTON	TREASURER	LEFT March 2025	
4	RACHEL HAYWOOD	GENERAL COMMITTEE		
5	PETER HALE	GENERAL COMMITTEE		
6	LINDSEY BORLASE	GENERAL COMMITTEE	LEFT January 2025	
7	KATIE GUMEDE	GENERAL COMMITTEE	LEFT Nov 2024	
8	ANNA WHITTAKER	GENERAL COMMITTEE	LEFT Nov 2024	
9	VICTORIA REDFORD	CHAIR	JOINED Nov 2024	
10	ZOE DARCH	GENERAL COMMITTEE	JOINED Nov 2024	
11	GEORGIA PINCOTT ALLEN	GENERAL COMMITTEE	JOINED Nov 2024	
12	NICHOLAS MURRAY	GENERAL COMMITTEE	JOINED Nov 2024	
13	SAMANTHA WILKINSON	GENERAL COMMITTEE	JOINED Nov 2024	
14	SOPHIE ALLEN	GENERAL COMMITTEE	JOINED Nov 2024	
15	DANIEL JOHNS	GENERAL COMMITTEE	JOINED Nov 2024	

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 <i>(eg. trust deed, constitution)</i>	PRESCHOOL LEARNING ALLINACE 2008
How the charity is constituted <i>(eg. trust, association, company)</i>	UNINCORPORATED ASSOCIATION
Trustee selection methods <i>(eg. appointed by, elected by)</i>	ELECTED FROM MEMBERSHIP

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • 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. 	<p>The Preschool is inspected on a regular basis by Ofsted. The preschool was awarded GOOD at it's most recent inspection in December 2022.</p> <p>Trustees are elected from our parent members annually. Trustees oversee the policies and procedures adopted by the group, including risk assessments, financial planning and recruitment.</p> <p>Devon County Council Childcare advisors together with DCC Early Years Consultants provide help, support, and guidance with Educational issues, SEND support, financial and inspection information, including setting visits, training and workshops.</p> <p>The charity is a member of the Early Years Alliance which supports, guides and provides literature and guidance, especially within areas of financial management, policy writing, legal advice, and staff training.</p> <p>The trustees employ an administrator who assists in the daily business management and ensures sufficient contingency funds & planning is in place.</p>
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Summary of the objects of the charity set out in its governing document

To provide quality, affordable early years care and education for children under the statutory school age; from the age of 2 years 8 months enhancing their progress and development.

To provide a safe and secure environment for children to thrive and develop self-confidence, self-esteem, independence and to practice social skills. Including those children with additional needs

To engage with and support parents in understanding child development, the importance of learning at home and developing parenting skills and to become part of their child's Early Years setting.

To provide a safe, secure and stimulating preschool experience to young children. Offering fun, meaningful learning opportunities within our sessions to aid their development and Early Years education. Full-time day-care Monday – Friday during school hours and term time is provided. There is a fee charged to attend these sessions, which may be met in full or part from Universal hours (15) or 30 hours Working Entitlement Early Years Funding provided by Devon County Council.

Early Bird sessions are now available should parents require an earlier start time, these sessions are chargeable and outside of the early years funding provision.

Applications are taken for all children between the stated age criteria and are admitted in accordance to our Admissions 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)

Surpluses are retained at the preschool for the benefit of the children and are spent on replacing/adding to equipment, facilities, resources, staffing and on maintaining competitive hourly fees.

Rent is paid to Devon County Council for the classroom premises, this is kept in a 'sinking fund' for building maintenance costs in agreement with our lease.

In planning our activities, projects and services for the year we keep in mind the Charity Commissions guidance on public benefit at our trustee meetings.

As detailed above the focus of our activity is to provide preschool aged children with sessions and learning opportunities to aid their progress, development and early years education during their time in childcare within school hours and during term time.

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.

Written policies and procedures are developed in collaboration with the management committee and staff team and are discussed and scrutinised by the general committee before they are officially adopted.

Existing policies are reviewed and updated by the manager/administrator before being agreed by the committee annually.

A staff representative assists the committee and advises regarding statutory requirements and regularly meets with the officers to support their management of the setting.

The Committee consists of volunteers from our members (parents and carers of children on role) who assist staff in running various family events, (such as an annual nativity, sports day, Christmas Market etc) and look at various opportunities to raise funds for the charity to purchase new resources, equipment and to support children in their play and learning, as well as aid funding staff CPD opportunities.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

One staff member, the groups deputy manager, has completed her level 5 Leadership apprenticeship studies and has achieved a Distinction.

Other continued staff training includes, 'Letters and Sounds', Food Allergy Training, Food Hygiene, Sensory development, updated EYFS training, and Paediatric First Aid, as well as regular Statutory Safeguarding training needs

The setting has been able to provide many additional outdoor resources and large equipment this year due to successful fundraising. SEND resources have been updated and additional items purchased such as weighted blanket, sensory tube as well as additional staffing being financed in order to support children with specific SEND needs and to enable them to fully access and enjoy preschool learning experiences. The preschool has worked in close cooperation with professionals from the local specialist children centre.

The Preschool vegetable garden and wildlife zones have been developed further, with better accessibility and security, outdoor water play equipment has also been purchased.

Section E

Financial review

Brief statement of the charity's policy on reserves

The group aims to maintain sufficient funds to meet all the financial obligations of the charity and to fund any redundancy liabilities. We aim to fund any building and garden maintenance contingencies in accordance with our lease. Our reserves policy aims to maintain sufficient working funds for 6 months operation should child numbers decrease significantly. The group also maintain sufficient funds to increase staffing to meet the required ratios, if and when child numbers

increase as demand fluctuates annually.
 It is the Preschool's aim to meet raises in the national working and minimum wage, and to allow the salary scale to remain unaffected and fair.

n/a

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.

Principal funding comes from Devon County Council Early Years Entitlement.
 Fees paid by parents.
 Fund-raising.

Section F Other optional information

[Empty box for 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>V. Redford</i>	
Full name(s)	Victoria Redford	
Position (eg Secretary, Chair, etc)	CHAIRPERSON	
Date	7/1/26	

**CLYST VALLEY PRE-SCHOOL
INCOME & EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2025**

	2025		2024	
	£	£	£	£
INCOME				
Fee's Parents	23,365		14,015	
Funded Fees	121,037		89,715	
Fund Raising	3,225		3,158	
Other	2,567		608	
Interest	371		59	
		<u>150,565</u>		<u>107,555</u>
EXPENDITURE				
Wages	100,867		86,805	
Employer's NI costs	1,756		-	
Nest Pension Employer	1,897		1,447	
Equipment	3,770		1,632	
Rent	7,500		480	
Utlilities/Rates	4,888		2,715	
Training	737		348	
Stationary & Consumables	2,113		1,993	
Insurance & Annual Fees	2,252		2,102	
Break time sundries	650		635	
Cleaning/PPE	385		723	
Other	4,337		2,154	
		<u>131,152</u>		<u>101,034</u>
Surplus for the year		<u>19,413</u>		<u>6,521</u>

**CLYST VALLEY PRESCHOOOL
STATEMENT OF ASSETS & LIABILITIES
AS AT 31 | MARCH 2025**

	£	£	£	£
Opening balance:				
Current Account	30,041		61,052	
Deposit Account	60,075		22,516	
Petty Cash	8		35	
		<u>90,124</u>		<u>83,603</u>
Income & expenditure Account Surplus		<u>19,413</u>		<u>6,521</u>
		<u>109,537</u>		<u>90,124</u>
Represented by:				
Closing Balance:				
Current Account		42,576		30,041
Deposit Account		66,946		60,075
Petty Cash		15		8
Total funds at year end		<u>109,537</u>		<u>90,124</u>



Section A

Independent Examiner's Report

Report to the trustees

CLYST VALLEY PRE-SCHOOL

On accounts for the year
ended

31st March 2025

Charity no
(if any)

1036131

Set out on pages

The attached page.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2025.

Responsibilities and
basis of report

As the charity's trustees, 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 all 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 in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

J. Baldwin

Date:

26.01.2026

Name:

INNA BALDWIN

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

Association of Chartered
Certified Accountants

Address:

17 Morley Drive, Crapstone
Yelverton, Devon, PL20 7UY