



Trustees' Annual Report

for the period

From (start date) to (end date)

Section A

Reference and administration details

Charity name

Other names the 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	C. PECK	TREASURER		
2	S L JONES	CHAIR		
3	L BAKBATO	SECRETARY		
4	J PURSEGLIVE			
5	S LAYNE			
6	V SHAW			
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

Section A**Reference and administration details (continued)**

Names and addresses of advisers (optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (optional information)

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)

UNINCORPORATED

Trustee selection methods
(eg appointed by, elected by)

ELECTED BY MEMBERS

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.

Section C

Objectives and activities

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

TO PROVIDE CONTINUOUS SESSIONAL
DAYCARE FOR 2-5 YEAR OLDS
DURING SCHOOL TERM TIMES.

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)

SEE ATTACHED

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

REPLACED EQUIPMENT & RESOURCES
AS REQUIRED

EMPLOYED CONTINUOUSLY 1 MANAGER
& 4 STAFF, DURING 3 DAYS
A WEEK DURING SCHOOL TERM
TIMES

Section E

Financial review

Brief statement of the charity's policy on reserves

RESERVES REMAIN STABLE
AND THE SETTING IS FINANCIALLY
SUSTAINABLE FOR THE NEXT FINANCIAL
YEAR

Details of any funds materially in deficit

NONE

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)

CHRISTOPHER LEE

Position (eg Secretary, Chair, etc)

TREASURER

Date

01/07/25

Pre-school Learning Alliance

Model Pre-school Constitution 2011



1.0 Name

- 1.1 The name of the pre-school is GUNNESS & BURLINGHAM and is referred to in this Constitution as "the Pre-school". The Pre-school is a body in membership of the Pre-school Learning Alliance.

2.0 Aims

- 2.1 The aims of the Pre-school are 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) 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, means or ability;
- (b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;
- (c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

3.0 Powers

- 3.1 To further its aims the Pre-school has the following powers:

- (a) to provide accommodation and equipment;
- (b) to raise money, to be used for the Pre-school's activities;
- (c) to hire and/or buy things as may be necessary;
- (d) to fix and collect the fees payable in respect of children attending groups run by the Pre-school;
- (e) subject to the terms of an admission agreement to control the admission of children to the Pre-school, to fix the admission and / or enrolment fees, require parents or guardians to attend meetings;
- (f) as a member of the Pre-school Learning Alliance to send an accredited representative to vote at the Annual General Meeting of the Pre-school Learning Alliance;
- (g) to borrow money and to charge the whole or any part of the property of the Pre-school as security for any money borrowed subject to complying with the provisions of sections 38 and 39 of the Land Charges Act 1973 if it is proposed to mortgage land;
- (h) to insure the Pre-school against any kind;

Gunness & Burringham Pre-school
Year ending 5th September 2024
P&L

Payments	YTD	LYTD	Variance	Forcast this year	Last year actual	Variance
Wages	63,775.92	57,579.40	6,196.52	63,774	57,579	6,194
Courses	-	30.00	- 30.00	-	30	- 30
Petty Cash	2,480.00	2,400.00	80.00	2,480	2,400	80
Stationary	-	-	-	-	-	-
Milk	-	7.00	- 7.00	-	7	- 7
Pension	2,580.58	1,975.75	604.83	2,580	1,976	604
HMRC	5,626.39	3,671.79	1,954.60	5,627	3,672	1,955
Mileage	-	-	-	-	-	-
Food	6,196.00	5,644.00	552.00	6,196	5,644	552
Insurance	1,065.83	1,016.92	48.91	1,066	1,017	49
Agency	-	-	-	-	-	-
Sundry	5,072.76	4,459.20	613.56	5,053	4,459	594
	86,797.48	76,784.06	10,013.42	86,776	69,574	9,992
Receipts	YTD	LYTD	Variance	Forcast this year	Last year actual	Variance
Fees	6,765.00	16,813.09	- 10,048.09	6,765	10,012	- 3,247
Funding	63,610.47	70,736.88	- 7,126.41	63,609	48,833	14,776
Donations	1,500.00	1,500.00	-	1,500	-	1,500
Milk	-	10.00	- 10.00	-	-	-
Charter	-	560.00	- 560.00	-	-	-
Sundry	19.55	-	19.55	-	-	-
	71,895.02	89,619.97	- 17,724.95	71,874	58,845	13,029
Movement	14,902.46	- 2,239.05	27,738.37	14,902	- 2,239	- 3,037

INCOME AND EXPENDITURE ACCOUNT
FOR GUNNESS AND BURRINGHAM PRE-SCHOOL
FOR YEAR ENDING 5TH SEPTEMBER 2024

Receipts

Previous Year	
Fees	16,813.09
Funding	70,736.88
Milk Refund	10.00
Fundraising	560.00
Donations	1,500.00
Total	89,619.97

Opening Balance	43,012.55
Fees	6,765.00
Funding	63,610.47
Milk Refund	-
Fundraising	-
Donations	1,500.00
Other	19.55
Sub Total	71,895.02
Total	114,907.57

Payments

Previous Year	
Wages	57,579.40
Toys/Books	-
Mileage	-
Courses	30.00
Insurance	1,016.92
Milk	7.04
Other Expenses	4,459.20
Petty Cash	2,400.00
P.A.Y.E.	3,671.79
Pension	1,975.75
Rent	5,644.00
Temp Labour	-
Total	76,784.10

Current Year	
Wages	63,775.92
Toys/Books	-
Mileage	-
Courses	-
Insurance	1,065.83
Milk	-
Other Expenses	5,072.76
Petty Cash	2,480.00
P.A.Y.E.	5,626.39
Pension	2,580.58
Rent	6,196.00
Temp Labour	-
Sub Total	86,797.48
Closing Balance	43,012.55
	129,810.03

New Balance for 6th September 2024

28,110.09



Signed Print Name..... Chris Peck

Position Treasurer

Signed Nicola Shaw

Print Name..... NICKOLA SHAW..... Position