

Little Willows Pre-school

Registered Charity: 1050897
Wattisfield Road, Walsham le Willows, Bury St. Edmunds,
Suffolk IP31 3BD
01359258702



emails: office.littlewillows@gmail.com or Chair.littlewillows@googlemail.com

Little Willows Pre-school

Chair's Annual Report

Date: 23/09/24

Registered Charity Number: 105089

Wattisfield Road,
Walsham le Willows,
Bury St. Edmunds,
Suffolk, IP31 3BD

Introduction

As Chair of Little Willows Pre-school I am pleased to deliver our comprehensive annual report for the fiscal year 2023-2024. This document provides a detailed overview of our operations, highlights our community engagement efforts, summarises our financial health, and outlines the strategic initiatives we have implemented. Our commitment to fostering an enriching environment for early childhood development continues to be at the heart of our mission.

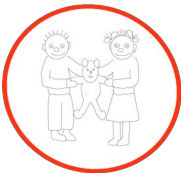
Governance and Leadership

This year has been one of transition and growth in our governance structure. We saw several leadership changes, including the resignation of Nicola Hosch and the subsequent appointments of Ellen Hodges as Chair.

The pre-school saw two leavers, one to retirement which saw us recruit for two new positions and promote two employees into Deputy Manager and Room Lead positions. Our Deputy manager took on the responsibilities of our Manager while she was out on Maternity leave and will continue in this position until May 25 with the Committees continued support.

Educational Excellence and Program Development

In our continuous effort to improve communication within our team, a 15-session course on effective communication was rolled out, aiming to enhance collaboration and efficiency. Our staff's professional development is a priority, and we invest in training that supports their growth and the educational quality provided to our children.



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Financial Overview

The financial stability of Little Willows has been maintained through diligent management and strategic adjustments.

Our Treasurer completed a comprehensive review of expenses and revenue streams, including a revised fee structure and budgeting for expected increases in national living wage, have been critical in maintaining operational viability.

We continue to look at the introduction of a consumables fee to offset the costs not covered by session fees. This will help stabilise our financial position.

Fundraising and Community Engagement

Our community and fundraising events have been a highlight of the year. The Easter Bunny Hop, Christmas Raffle, and Grandparents Day were not only successful in raising funds but also served as wonderful opportunities for community engagement. We also received funding from the local 'Open Gardens' which we put towards a new fence and re-leveling the slabs in the outside area. These events foster a sense of belonging and are integral to our ethos of community involvement.

Challenges and Strategic Responses

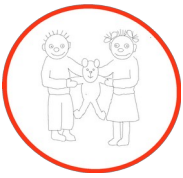
We faced several challenges this year, including regulatory compliance with GDPR and financial management in light of budget constraints. Proactive measures, such as the rigorous management of a GDPR request and strategic financial planning, were instrumental in addressing these challenges effectively. Our adherence to regulations and commitment to transparency continue to be paramount in all our operations.

Future Directions and Conclusion

Looking forward, we are excited about the prospects of enhancing our educational offerings and further engaging with our community. Plans are underway to expand our fundraising activities and explore new opportunities for community partnerships. We are committed to ensuring the financial sustainability of Little Willows while continuing to provide an exceptional early educational experience.

We are deeply grateful to our team, parents, and the broader community for their unwavering support. As we move forward, we are enthusiastic about the opportunities to further enrich the lives of our children and their families.

Chair



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Ellen Hodges

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Profit and Loss

Little Willows Preschool

For the year ended 31 December 2023

Account	2023
Turnover	
Easter Sponsored Bounce	449.00
Fundraising	2,316.93
Grant funding	65,430.06
Interest Income	21.55
Other Revenue	(164.30)
Session fees - extra	4,278.44
Session fees - non funded 2 year olds	13,132.34
Wildcards	292.50
Wraparound care	19,798.57
Total Turnover	105,555.09
Administrative Costs	
Classroom assets	4,591.51
Classroom crafts etc	770.05
Cleaning	660.29
Consulting	1,141.19
General Expenses	1,264.90
Insurance	661.49
IT Software and Consumables	173.79
Light, Power, Heating	2,003.39
Medical supplies	630.82
Pensions Costs	3,722.51
Postage, Freight & Courier	170.97
Printing & Stationery	359.03
Rent	55.00
Repairs & Maintenance	809.10
Salaries	108,464.04
Snacks	2,088.50
Staff Training	878.50
Subscriptions	755.04
Telephone & Internet	900.04
Uniform	505.26
Total Administrative Costs	130,605.42
Operating Profit	(25,050.33)



Section A Independent Examiner's Report

Report to the trustees

Charity Name
Little Willows Pre School

On accounts for the year ended

31 December 2023

Charity no
(if any)

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 31 / 12 / 2023.

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

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date: 31/10/2024

Name: Emily Masters

Relevant professional qualification(s) or body
ACA - ICAEW member

(if any):

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.