



# Rainbow Preschool (1027312)

Barrington Road, Southgate, Crawley, West  
Sussex, RH10 6DG  
Telephone: 01293 427180 / 07745 666018  
Email: [admin@rainbow-pre-school.co.uk](mailto:admin@rainbow-pre-school.co.uk)

## Rainbow Pre-School ANNUAL GENERAL MEETING Minutes DATE: 31<sup>st</sup> March 2025 @ 7:30pm

Venue – Rainbow Preschool, Barrington Road, Crawley

Present: Kenny Parker, Lowri Parrish, Kirstin Parrish, Zak Woodstaff, Chloe Jupp, Katie Kett, Marc Whitmarsh, Amy Musgrove, Leanne Ford, Cory Wicker, Kira Wilson, Shane Riggs, Lamin Touray, Luke Fountain, Georgia Francis

Online attendees: Amy Constable, Shannon Boud, Georgina Campbellwood, Chris Webber, Steffany Tucker, Sara Hobbs

Item	Minutes
1	<b>Welcome</b> from Debbie Tippett (Chair / Manager) Debbie thanked everyone for coming and the reason we had to call this meeting. It is because we have been advised by the Charity Commission that we will be going into review if we do not submit our figures and reports. The reason it has not happened is because we have not had the parental support needed. Rainbow has continued because the amazing staff step up and give their free time to support events and provide raffle prizes etc. We have outsourced wages so that things are not a conflict of interest. Debbie stressed that we have nearly 100 families registered with Rainbow and to give people an idea there were not 100 people attending tonight. She continued to stress the need of parental support. Debbie explained that to bring us in line with the Charity Commission requirements we would be discussing 2023-2024 and also 2024-2025.
2	<b>Apologies</b> received from: Parents
3	<b>Chairperson Report</b> given by Debbie Tippett <b>Including 2023-2024 update</b> <b>Including 2024-2025 update</b> <b>Staff &amp; Training</b> Firstly, I would like to take this opportunity to publicly recognise the wonderful staff. Rainbow Preschool is a caring and nurturing preschool and that's all down to the staff who come to work each day and give 110% when looking after our children. We continue to ensure that all staff are developing children through the Early Years Foundation Stage (EYFS) framework and setting them up to successfully transition to school. The nurturing and caring environment is testament to all the



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staff and their passion for developing children, for this we are all incredibly grateful.

Our preschool is passionate about developing staff via training and variation of role & responsibilities. This year we have seen Abi, Georgia & Kelsey all completing their Level 2 qualification. Lisa took over the role of Deputy SENCo in Rising 2's. Georgia has started her training to take on the role of Deputy SENCo in 3-4's. Between myself as SENCo and them we will be doing our upmost to support our children and families to ensure that we are meeting children's needs and getting the right support funding, particularly before they start school.

The staff have been completing various courses to expand their knowledge, enabling them to support all our children's needs and learning.

## **Finance**

During 2023-2024 The Pre-school continued to struggle financially, numbers were high which was hugely encouraging for our staff. To know that the future viability of Rainbow Preschool is strong allows us to feel very confident going into another year. We finished this year with high numbers of children within the setting and good numbers going into the year ahead.

We have continued to invest in equipment and in the fabric of the setting. We have been able to buy new sensory equipment for the children such as wobble boards, these have been helping all our children to regulate and have fun while ensuring we are meeting their needs throughout the sessions.

## **Fundraising**

Fundraising is always difficult as we have limited support and any extra activities are organised by the staff in their own time. The Smarties fundraiser, Nature Detective and the Summer fair are always a success. In particular we love the summer fair as we get to meet the whole family. All the money we raise goes towards the preschool and allows us to buy new resources, the support across the year is greatly appreciated, it is hugely important to help pay for new equipment and upgrades to the preschool each year.

## **Committee**

My final thanks would normally go to the committee but this year has been particularly bad as we haven't actually been supported by a committee. So I will say an extra Thank you to the staff who all been integral to the smooth running of Rainbow. The tenacity and support you have all provided has been essential to the strong position we are now in. If only staff could form a committee because without a



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	<p>Committee the Pre-school couldn't exist. This is where I ask if any of you would be prepared to join the committee. Contrary to believe it does not take up loads of time, our constitution states we need to hold a minimum of 2 meetings per year. These can be held via Zoom or Microsoft teams. The main role of the committee is to support us in the running of Rainbow. Helping with fundraising events etc.</p> <p><b>2024-2025</b></p> <p>Following on from the information regarding 2023-2024, 2024-2025 has not been so positive. With the increase to national minimum wage, increase to National insurance, and the changes to the funding from West Sussex due to take effect in April 2025 we have found ourselves in a position where we are struggling to remain open. The funding has made it difficult to charge for additional consumables and has left us relying heavily on the support of our parents and voluntary donations to cover these costs to remain open. We will continue to work closely with our advisors from West Sussex and to look for resolutions. As soon as we know what is happening we will update you.</p>
4	<p><b>Treasurer's Report</b> given by Sharon Vygus</p> <p>I would like to introduce myself, I'm Sharon. I am actually Debbie's sister, I joined Rainbow committee when Debbie expressed her concerns that she was unable to find someone to do the accounts. I have an accountant background so have been able to support Debbie and Julie, getting the accounts up to date and having conversations with the Charity Commission to get us where we are today. As much as I want to help Debbie, it is not an ideal situation as we are family and unfortunately this makes it difficult to apply for grants etc as many stipulate there must be no two related members. Rainbow need the grants as the fundraising and grants bring money into the setting and allow them to buy additional resources.</p> <p>2024-2025 continues to bring even more concern, the funding had gone up but equally so has the cost of living and costs of essential services that the Preschool has to pay for. Sharon explained that due to changes in the minimum wage, NI contribution, rent and utility increases 2025-2026 will be an even more challenging year.</p>



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5	<p><b>Staff Report</b> given by Julie Roffey</p> <p>I know I speak on behalf of all staff when I say that at this time of year, it's a privilege to reflect on how far our children have developed and progressed during their time with us. This group of children experienced the isolation of lockdown and lack of social interaction with the wider community in their early lives; but wow! They have really blossomed into an amazing bunch. They had a slow start as they learnt to engage, communicate and trust in each other and the staff, but we've got there.</p> <p>The children have thoroughly enjoyed all the activities and events that have happened over the year, it has been such a pleasure watching them grow and seeing them develop.</p> <p>We would like to thank you all for allowing us and putting your trust in Rainbow to give your children the best head start before they start their school journey.</p>
6	<p><b>Election of Officers, Trustees and New Committee:</b></p> <p><b>Chair:</b> Debbie Tippet has agreed to stay on. Proposed by Kirstin Parrish, Seconded by Luke Fountain</p> <p><b>Secretary:</b> Kenny Parker. Proposed by Katie Kett, Seconded by Luke Fountain</p> <p><b>Treasurer:</b> Georgia Francis. Proposed by Marc Whitmarsh, Seconded by Kenny Parker</p>
7	<p><b>AOB</b></p> <p>Debbie explained that the Preschool were currently using the 2008 Learning alliance Preschool Constitution but it had since been changed. She explained that the Charity Commission and Learning Alliance had accepted that it was difficult to recruit committee members and Trustees so the updated constitution Adopted Pre School Constitution 2011</p> <p>Proposed by Clare Ion Seconded by Luke Fountain</p>
8	<p><b>Meeting closed @ 8:20pm</b></p>





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Rainbow Pre-School

No (if any)

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/04/2025

To

Period end  
30/03/2025

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Fees	✓ 31,684	-	-	31,684	-
WSCC	✓ 275,674	-	-	275,674	-
Events (donations, voluntarily con)	✓ 253	-	-	253	-
Kids Uniform	✓ 248	-	-	248	-
Fundraising/Grants	✓ 2,782	-	-	2,782	-
Snack	✓ 5,511	-	-	5,511	-
	1,123	-	-	1,123	-
Events/Others(donations, water bottles)		-	-	-	-
Contingency fund-reservs account		-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>317,275</b>	<b>-</b>	<b>-</b>	<b>317,275</b>	<b>-</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>317,275</b>	<b>-</b>	<b>-</b>	<b>317,275</b>	<b>-</b>
<b>A3 Payments</b>					
Salary costs/NIC/PAYE	✓ 244,581	-	-	244,581	-
Pension	✓ 4,169	-	-	4,169	-
Professional fees/Accountancy	✓ 925	-	-	925	-
Repairs & Maintenance	✓ 108	-	-	108	-
Utilities/Rent	✓ 26,276	-	-	26,276	-
Building Improvements		-	-	-	-
Insurance		-	-	-	-
Telephone, internet & postage	✓ 3,221	-	-	3,221	-
Office costs, Printing, postage/stationary & computer supplies	✓ 1,787	-	-	1,787	-
Subscription software/magazine	✓ 9,072	-	-	9,072	-
Bank interest & charges	✓ 60	-	-	60	-
Staff/Child uniform/Training/DBS checks	✓ 3,107	-	-	3,107	-
Fundraising costs	662	-	-	662	-
FE funding refund/Tfer	524	-	-	524	-
Consumables/Snack/Activity costs/cleaning products/new equipment/office costs	16,960	-	-	16,960	-
<b>Sub total</b>	<b>311,452</b>	<b>-</b>	<b>-</b>	<b>311,452</b>	<b>-</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>311,452</b>	<b>-</b>	<b>-</b>	<b>311,452</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>5,823</b>	<b>-</b>	<b>-</b>	<b>5,823</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>5,823</b>	<b>-</b>	<b>-</b>	<b>5,823</b>	<b>-</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 £
<b>B1 Cash funds</b>		17,631	-	-
		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	17,631	-	-
(agree balances with receipts and payments account(s))		Agreement Error	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	D TIPPETT	07/09/25
	S V G G S	07/09/25





# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Rainbow Pre School

On accounts for the year  
ended

31<sup>st</sup> March 2025

Charity no  
(if any) 1027312

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:

J Bramley

Date:

18/11/25

Name:

JACKIE BRAMLEY

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

CIMA ACCOUNTANT

Address:

4 HOPHURST CLOSE  
CRAWLEY DOWN.  
RH10 4XE.

**Section B****Disclosure**

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.

Only one bank  
account recorded.  
£5,469.73  
omitted. *JS*