



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month SEP	Year 2023		Day 31	Month AUG	Year 2024

Section A Reference and administration details

Charity name	Happy Hours Preschool
Other names charity is known by	
Registered charity number (if any)	1030668
Charity's principal address	Broadfield Youth & Community Centre Broadfield Barton, Broadfield Crawley Postcode RH11 9BA

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	Marina Borges Monteiro	Chair		
2	Monika Gallisova	Treasurer		
3	Carly Smiles	Secretary		
4	Karen Howes	Nominated Individual		
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Limara Halpin-Tester	
Louise Silvey	
Angela Hayman	

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 (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed at the AGM

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.

Happy Hours Preschool is a member of the Early Years Learning Alliance (ELA)

All trustees give their time voluntarily and receive no payment.

DBS Checks are completed prior to commencement of trustees, Ofsted are notified, and training courses completed.

Section C Objectives and activities

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

The aims of the charity are to provide or assist in providing facilities for education, recreation and safe caring for preschool children.

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)

To provide safe and educational care for Preschool children aged 2 years to 5 years old. We offer flexible sessional care, which includes use of the Free Entitlement from the local authority for 2 years plus along with the now extended 30 hours funding for those eligible families.

Through the above aim the charity seeks to make a difference by helping support children in our area along with their families and subsequent other companies and professionals, for example local colleges and training forums, along with professionals working alongside these children – whether being local authorities or health care professionals.

The trustees confirm that they have referred to the guidance issued by the Charity Commission when renewing the aims of the setting and planning all future activities.

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.

We refer to the ELA for guidance on all relevant policies, making sure they suit our setting, we will adapt where necessary.

Summary of the main achievements of the charity during the year

Even though this academic year was a little tougher following our Ofsted Inspection in November 2023 which gave us a grade of "Requires Improvement" This did affect the funding we received from West Sussex (from May 2024) however we were able to remain financially viable. We were allocated the usual funding for the Autumn, Spring and part of the Summer term for the 2-year-olds, and full funding for our 3+ year olds. We also continued to receive top-up fees from some parents.

Our numbers have increased over the year, and our parents have remained supportive of the setting going forward into the following year.

We continued throughout the year to offer different experiences for the children in setting, with visits to Mini Mayhem a soft play centre and now have a weekly dance teacher coming into setting – supporting "PANCO" We hatched chicks, great experiences for the children. We had a visit from Tom's Talking Reptiles, the children loved this. We held Christmas Party with an entertainer/magician and enjoyed the annual farm trip.

We were able to receive a small grant from Crawley Borough Council which was allocated towards the payments made to Sovereign, in respect of the resurfacing of the outside play area.

We have been able to organise more training this year and have spent a large amount on this, bringing all staff up to date. Along with organising new DBS checks for all staff and trustees.

We have managed to support the setting without using the contingency fund this year. We have had a good year in setting even with the added concerns from Ofsted. We look forward to the re-inspection in the Autumn Term, where we will once again be graded "Good".

Section E Financial review

Brief statement of the charity's policy on reserves

Our contingency account has remained high.

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 source of funding comes into preschool via the Local Authority via the Free Entitlement, this is the 15-hour funding, however we do have some children whose families are eligible for the 30 hours funding. We are also able to access working funding

Local Authority Funding for the 2-year-olds was removed in May 2024 due to the Ofsted rating, so for the later end of the academic year we managed our accounts on payments already received.

We do receive fees from parents who are not able to access the 2-year-old funding or other parents who want to add further sessions to the 15 hours a week funding received from the local authority.

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)	<i>Marina Monteiro Borges</i>	
Full name(s)	Marina Monteiro Borges	
Position (eg Secretary, Chair, etc)	Chair	
Date	25 th June 2025	

HAPPYHOURS PRESCHOOL**INCOME AND EXPENDITURE ACCOUNT 12 MONTHS ENDED 31 AUG 2024**

INCOME	£	EXPENDITURE	£
BALANCE B/FWD	6,702.93		
FEES WSCC	190141.24	WAGES INC NI/TAX	143,112.01
FEES	6388.00	RENT	14,149.25
OUTINGS	920.00	UNIFORM	664.25
XMAS PARTY FEES	196.00	PLA INSURANCE	739.17
Raffle	212.00	ACTIVITY MATERIALS	570.32
PHOTO COMMN	87.95	STATIONERY/PHOTOCOPIES	478.35
From Graduate Acc	22,894.27	OUTING	1,584.50
Supplier Credits/refunds	118.13	PARTIES	230.00
WSCC Grant	1,000.00	CLEANING	161.58
		PROVISIONS	972.33
		EQUIPMENT	3,085.56
		AUDIT FEES	300.00
		PRESENTS	293.92
		TRAINING	1,447.60
		POSTAGE	147.86
		COMPUTER	910.14
		PHONE	836.51
		STAFF COST	1132.92
		OFSTED	188.30
		PENSIONS	2,273.30
		BOOKS	102.07
		REFUND OF FEES	685.50
		TOMS TALKING REPTILES/INSECTLOI	273.92
		LIVING EGGS	348.00
		GRACIE GROOVES	221.00
		MINI MAYHEM	350.00
		MISC	140.11
		ROOM-BUILDING	6,535.22
		CBC ATTACHMENT	352.30
		DBS	583.47
		Balance C/Fwd	11,862.38
		Petty Cash C/F	20.00
		Transfer to Graduate Acc	33,908.68
	£228,660.52		£228,660.52

I have examined the books of account and the relevant paperwork and confirm that it is fair and true reflection of the financial position.

DIANE CLARKE

25/06/2025

HAPPYHOURS PRESCHOOL
CONTINGENCY ACCOUNT 12 MONTHS ENDED 31 AUG 2024

<u>INCOME</u>	£	EXPENDITURE	£
Balance B/F	80,121.27	T/F to C ACC	0.00
Grant	1,000.00		
Interest	851.79		
		Balance C/F	81,973.06

I have examined the books of account and the relevant paperwork and confirm that it is fair and true reflection of the financial position.

DIANE CLARKE
25/06/2025

HAPPYHOURS PRESCHOOL
GRADUATE LEADER ACCOUNT 12 MONTHS ENDED 31 AUG 2024

<u>INCOME</u>	£	EXPENDITURE	£
Balance B/F	22,894.27	T/F to C ACC	22894.27
T/F from C.ACC	33,908.68		
		Balance C/F	33,908.68

I have examined the books of account and the relevant paperwork and confirm that it is fair and true reflection of the financial position.

DIANE CLARKE
25/06/2025



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Happy Hours Preschool

On accounts for the year
ended

31st August 2024

Charity no
(if any)

1030668

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2024**

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.

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

Signed: *D Clarke*

Date: 25th June 2025

Name: Diane Clarke

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

Address: 49 Ringwood Close, Crawley, West Sussex RH10 6HQ

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.