

RUDGWICK PRE-SCHOOL

England & Wales · Charity number 1033175

Details

Other names	RUDGWICK PLAYGROUP
Status	Registered
Legal form	Other
Registered	1994-02-24
Register	View on the Charity Commission register

Contact

Address Rudgwick Preschool The Scout Hut
Church Street
Rudgwick
Horsham
RH12 3HJ

Phone 01403823558

Email info@rudgwickpreschool.co.uk

Website www.rudgwickpreschool.co.uk

Activities

Objects: 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 OF ABILITY;(B) ENCOURAGING THE STUDY OF SUCH 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.

Activities: TO ENHANCE THE EARLY SKILLS AND EDUCATION OF CHILDREN AGED BETWEEN 2 TO 5 YEARS IN A PARENT INVOLVED COMMUNITY BASED GROUP. TO PROVIDE A SAFE, SECURE AND STIMULATING ENVIRONMENT AND TO WORK WITHIN A FRAMEWORK ENSURING EQUAL OPPORTUNITIES FOR ALL CHILDREN AND FAMILIES.

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£128,715	£107,884	-	-
2024-08-31	£110,064	£127,234	-	-
2023-08-31	£88,182	£102,243	-	-
2022-08-31	£93,241	£92,292	-	-
2021-08-31	£76,652	£85,403	-	-

Trustees

Name	Role	Appointed
Laura Best	Chair	2023-11-16
Amanda Forehead		2018-12-01
Erin Lucy Herman		2024-11-14
Gavin Buckle		2025-11-20
Georgina West		2023-11-16
Kate Melhuish		2025-11-20
Kirsten Jackson		2022-11-17
PAUL FLOWERDAY		2024-11-14

RUDGWICK PRE-SCHOOL

England & Wales - Charity number 1033175

Accounts



Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	09	2024	To	31	08	2025

Section A Reference and administration details

Charity name RUDGWICK PRE-SCHOOL

Other names charity is known by

Registered charity number (if any) 1033175

Charity's principal address THE SCOUT HUT, CHURCH STREET

RUDGWICK, WEST SUSSEX

Postcode

RH12 3HJ

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	Kaura Best	Chair		
2	Lauren Kern	Secretary		
3	Kirsten Jackson	Treasurer		
4	Paul Flowerday	Finance		
5	Erin Herman	Safeguarding		
6	Georgina West	Events		
7	Amanda Forehead	Premises		
8	Kate Melhuish	Events		
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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

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)	Elected by members annually

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.

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Section C Objectives and activities

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

To enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

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 encourage parents/carers to become involved in the Pre-School at a level to which they are able to commit. We do this through the committee, fundraising and social events, newsletters, Tapestry and through allocated key workers and general communications.

To follow a full and comprehensive two-year plan covering all areas of the early year's curriculum and meeting the wide range of children's specific needs in all areas.

To provide a happy, safe and secure environment where children learn through play, to become more independent and flourish as individuals. The children are provided with a range of activities appropriate for their age and stage of development.

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.

Summary of the main achievements of the charity during the year**New Enrichment Activities**

Introduced *Drama Llamas* (drama sessions) and *Little Kickers* (football skills), supporting creative expression and physical development.

Staff Development

All staff completed training on the revised Early Years Foundation Stage (EYFS) framework to ensure high-quality, up-to-date practice.

Environment Enhancements

Installed new room dividers (grant-funded) to create quieter, focused learning areas. Added a waterwall feature in the garden, enhancing sensory and outdoor play. Purchased a new shed for improved equipment storage.

Section E

Financial review

Brief statement of the charity's policy on reserves

We retain a financial reserve that is sufficient for the worst-case scenario of winding up the Pre-School. This would cover redundancy costs.

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.

Section F

Other optional information

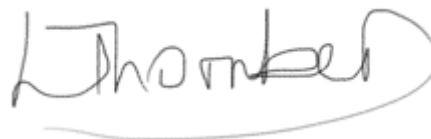
Section G

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)

LAURA THORNBUR (nee Best)

Position (eg Secretary, Chair, etc)

CHAIR

Date

30/11/2025

**RUDGWICK PRE-SCHOOL
INCOME & EXPENDITURE ACCOUNT
YEAR ENDED 31 AUGUST 2025**

	2025	2024
	£	£
INCOME		
Private fee income	20,709	28,310
WSCC EYFE	103,344	78,514
Grants	350	-
Fundraising	2,519	-
Other income	1,565	3,031
Bank interest received	228	209
	128,715	110,064
 EXPENDITURE		
Salaries & NI	91,261	93,325
Staff training	20	893
Staff uniforms	815	579
Staff welfare & committee expenses	521	732
Teaching resources & activities	4,300	11,471
Rent	6,991	10,503
Telephone	428	1,001
Print, post & stationery	174	749
Advertising	215	162
Insurance	417	674
Professional fees	328	158
Governance costs	-	378
Cleaning & refuse	1,496	1,373
Pest control	160	454
Repairs & maintenance	65	4,123
Computer costs	109	239
Subscriptions	180	314
Sundry expenses	404	106
	107,884	127,234
 Surplus/(deficit) for for the year	20,831	(17,170)

**RUDGWICK PRE-SCHOOL
BALANCE SHEET
AS AT 31 AUGUST 2025**

	2025	2024
	£	£
ASSETS		
Fee debtors	156	11
Prepayments & accrued income	1,779	-
Bank current account	27,586	14,776
Bank deposit account	44,069	13,841
Cash account	221	2,293
	73,811	30,921
 LIABILITIES		
Accruals	(22,154)	(95)
	(22,154)	(95)
 NET ASSETS	51,657	30,826
 RESERVES		
As at 1st September	30,826	47,996
Surplus/(deficit) for the year	20,831	(17,170)
	51,657	30,826
 As at 31 August	51,657	30,826



Section A Independent Examiner's Report

Report to the trustees	Charity Name Rudgwick Pre-School		
On accounts for the year ended	31 st August 2025	Charity no (if any)	1033175
Set out on pages	1 <small>(remember to include the page numbers of additional sheets)</small>		

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2025**

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:

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:	11/11/2025
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Name: Andrew Cash

Relevant professional qualification(s) or body (if any): Membership of the Institute of Chartered Accountants of England & Wales

Address:

13 Puttock Way
Billingshurst
RH149ZJ

RUDGWICK PRE-SCHOOL

England & Wales - Charity number 1033175

Accounts



Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	09	2023	To	31	08	2024

Section A Reference and administration details

Charity name RUDGWICK PRE-SCHOOL

Other names charity is known by

Registered charity number (if any) 1033175

Charity's principal address THE SCOUT HUT, CHURCH STREET

RUDGWICK, WEST SUSSEX

Postcode

RH12 3HJ

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	Kaura Best	Chair		
2	Lauren Kern	Secretary		
3	Kirsten Jackson	Treasurer		
4	Paul Flowerday	Finance		
5	Erin Herman	Safeguarding		
6	Georgina West	Events		
7	Amanda Forehead	Premises		
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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

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)	Elected by members annually

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.

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Section C Objectives and activities

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

To enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

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 encourage parents/carers to become involved in the Pre-School at a level to which they are able to commit. We do this through the committee, fundraising and social events, newsletters, Tapestry and through allocated key workers and general communications.

To follow a full and comprehensive two-year plan covering all areas of the early year's curriculum and meeting the wide range of children's specific needs in all areas.

To provide a happy, safe and secure environment where children learn through play, to become more independent and flourish as individuals. The children are provided with a range of activities appropriate for their age and stage of development.

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.

Summary of the main achievements of the charity during the year

During the year we supported many children with various Special Educational Needs which resulted in staff undertaking many training courses with the company 'All things Autism'. We also updated our sensory resources to support them. This included supporting three families to apply for an EHCP.

We applied and received a small grant from the Parish Council for some gardening resources including herbs and planters and have introduced regular Forest School sessions into the curriculum.

We introduced a new website and email addresses giving the setting a more professional look.

All staff updated their Paediatric 1st Aid Certificates.

Section E

Financial review

Brief statement of the charity's policy on reserves

We retain a financial reserve available that is sufficient for the worst-case scenario of winding up the Pre-School. This would cover redundancy costs.

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.

Section F

Other optional information

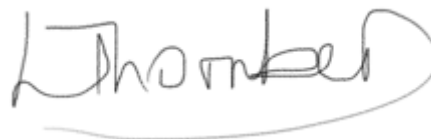
Section G

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)

LAURA THORNBUR (nee Best)

Position (eg Secretary, Chair, etc)

CHAIR

Date

30/06/2025

**RUDGWICK PRE-SCHOOL
INCOME & EXPENDITURE ACCOUNT
YEAR ENDED 31 AUGUST 2024**

	2024 £	2023 £
INCOME		
Private fee income	28,310	16,583
WSCC EYFE	78,514	67,407
Other income	3,031	4,192
Bank interest received	209	-
	110,064	88,182
 EXPENDITURE		
Salaries & NI	93,325	86,377
Staff training	893	1,545
Staff uniforms	579	340
Staff welfare	732	-
Teaching resources & activities	11,471	4,864
Rent	10,503	2,576
Telephone	1,001	1,950
Print, post & stationery	749	26
Advertising	162	163
Insurance	674	563
Professional fees	158	-
Governance costs	378	50
Cleaning & refuse	1,373	258
Pest control	454	-
Repairs & maintenance	4,123	265
Computer costs	239	-
Subscriptions	314	140
Sundry expenses	106	3,126
	127,234	102,243
 (Deficit) for for the year	(17,170)	(14,061)

**RUDGWICK PRE-SCHOOL
BALANCE SHEET
AS AT 31 AUGUST 2024**

	2024 £	2023 £
ASSETS		
Fee debtors	11	-
Bank current account	14,776	34,209
Bank deposit account	13,841	13,632
Cash account	2,293	155
	30,921	47,996
 LIABILITIES		
Accruals	(95)	-
	(95)	-
 NET ASSETS	30,826	47,996
 RESERVES		
As at 1st September	47,996	62,057
(Deficit) for the year	(17,170)	(14,061)
	30,826	47,996
 As at 31 August	30,826	47,996



Section A

Independent Examiner's Report

Report to the trustees	Charity Name Rudgwick Pre-School		
On accounts for the year ended	31 st August 2024	Charity no (if any)	1033175
Set out on pages	1 <small>(remember to include the page numbers of additional sheets)</small>		

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:

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:** 19/06/2025

Name: Andrew Cash

Relevant professional qualification(s) or body (if any): Membership of the Institute of Chartered Accountants of England & Wales

Address: 13 Puttock Way
Billingshurst
RH149ZJ

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.

N/A

RUDGWICK PRE-SCHOOL

England & Wales - Charity number 1033175

Accounts



Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	09	2022	To	31	08	2023

Section A Reference and administration details

Charity name RUDGWICK PRE-SCHOOL

Other names charity is known by

Registered charity number (if any) 1033175

Charity's principal address THE SCOUT HUT, CHURCH STREET

RUDGWICK, WEST SUSSEX

Postcode RH12 3HJ

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	William Baldwin	Chair		
2	Lesley Barnett	Vice Chair		
3	Lauren Kern	Secretary		
4	Kirsten Jackson	Treasurer		
5	Fabia Westwood			
6	Amanda Forehead			
7	Niky Napper			
8	Ruth Binns			
9	Emma Landsdale			
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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

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)	Elected by members annually

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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.

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Section C Objectives and activities

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

To enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

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 encourage parents/carers to become involved in the Pre-School at a level to which they are able to commit. We do this through the committee, fundraising and social events, newsletters, Tapestry and through allocated key workers and general communications.

To follow a full and comprehensive two-year plan covering all areas of the early year's curriculum and meeting the wide range of children's specific needs in all areas.

To provide a happy, safe and secure environment where children learn through play, to become more independent and flourish as individuals. The children are provided with a range of activities appropriate for their age and stage of development.

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.

Summary of the main achievements of the charity during the year

During this year the staff team has embraced Makaton singing to support many children with speech and language difficulties, all staff attended Makaton level 1, with three going on to do Makaton level 2. This is to become embedded into daily practice.

Once again we were in receipt of the Co-op community grant to improve our outside resources.

We introduced an open Facebook page to promote and advertise the Pre-school, this has added to the presence of the preschool is promoted to those in the local area.

Section E

Financial review

Brief statement of the charity's policy on reserves

We retain a financial reserve available that is sufficient for the worst-case scenario of winding up the Pre-School. This would cover redundancy costs.

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.

Section F

Other optional information

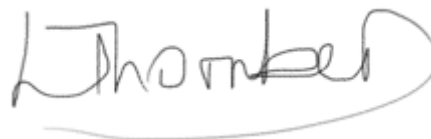
Section G

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)

LAURA THORNBUR (nee Best)

Position (eg Secretary, Chair, etc)

CHAIR

Date

21/11/2024

Rudgwick Pre School
Income & Expenditure Account
For the 12 Months Ending 31st August 2023

	2023 12 months	2022 12 months
Statistics		
Average No of Children	18	22
Opening No of sessions	71	94
Closing Sessions per week	111	125
Average Income per Child £'s	4,664	4,003
Cost of Staff per Child £'s	4,798	3,241
Average income per week	2,209	2,318
Average staff cost per week	2,273	1,876
Salary/Funding %	103%	81%

Notes

INCOME

Fees - Private	£16,583	£21,700
Fees - Funded	£57,633	£58,884
Fees - Lunch Club	£0	£0
2Yr Pilot Scheme	£7,974	£7,500
Inclusion Funding	£1,800	£0
Furlough Claim (HMRC)	£0	£0
	£83,989	£88,084

Fundraising	£1,486	£888
Uniforms	£110	£205
Donations	£955	£2,478
Miscellaneous Income	£1,082	£1,568
Deposits	£560	£400
	£88,182	£93,623

EXPENDITURE

Salaries	£86,377	£71,318
Equipment & Materials	£1,709	£3,969
Toy Replenishment	£928	£679
Kitchen & Food Supplies	£0	£121
Activities/Trips	£1,909	£1,976
Milk	£0	£0
Fundraising Expenses	£318	£84
Uniforms	£340	£918
Rental of Scout Hall	£2,576	£5,493
Telephone, Internet & Website	£1,950	£1,720
Rubbish Collection	£258	£301
Postage & Stationery	£26	£125
Advertising	£163	£155
Cleaning Materials	£0	£0
Maintenance & Repairs	£265	£570
Insurance , PSLA Membership	£563	£537
Staff Training	£1,545	£994
Professional Fees & Subscriptions	£140	£264
Ofsted	£50	£50
Provision for Debts	£0	£0
Recovered Income	£0	£0
Miscellaneous Expenses*	£3,126	£2,976
	£102,243	£92,250

Net Surplus for the Period	(£14,061)	£1,373
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Notes

		2023	2022
1 Milk	Refund	£0	£0
	Cost	£0	£0
		£0	£0

2 Fundraising

Halloween	£0	£0
Xmas Raffle	£445	£302
Xmas Cards - Cauliflower Cards	£65	£53
Easter	£52	£0
Apple Day	£0	£0
Easy Fundraising	£0	£18
Tea Towel	£290	£0
Teddy Bears Picnic	£500	£365
May Day	£0	£0
Mothers & Fathers Day	£60	£82
Total	£1,412	£820

3 Sweatshirts/Uniforms (Includes deposit income)	£110	£205
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Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
RUDGWICK PRE-SCHOOL

**On accounts for the year
ended**

31st AUGUST 2023

**Charity no
(if any)**

1033175

Set out on pages

1

(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 **31/08/2023**.

**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:

Date:

20/08/2024

Name:

PAUL FLOWERDAY

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

FFA FIPA

Address:

29 FOXHOLES, RUDGWICK, WEST SUSSEX, RH12 3DX

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.

N/A

RUDGWICK PRE-SCHOOL

England & Wales - Charity number 1033175

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 09	Year 2021		Day 31	Month 08	Year 2022

Section A Reference and administration details

Charity name

Rudgwick Preschool

Other names charity is known by

Registered charity number (if any)

1033175

The Scout Hut
Church Street
Rudgwick
Postcode RH12 3HJ

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	William Baldwin	Chair		
2	Francesca Baldwin	Secretary		
3	Anna Arnell	Treasurer		
4	Ari Knight	Finance Officer		
5	Amanda Forehead	Premises		
6	Niky Napper	Policies		
7	Louise Smith			
8	Sam Weller			
9	Ruth Binns			
10	Lucy Goundry			

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)

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)	Elected Annually 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.

***** Late Submission of the 2021-22 Accounts*****

Unfortunately, the 2021-22 Accounts were not submitted on time to the Charity Commission. This was due to two factors:

- 1) Laptop failure which meant the accounts had to be reconstructed**
- 2) An earlier than expected maternity leave for the finance officer**

It is with regret that we were unable to post the accounts on time, but hope that this helps to contextualise the reasons. As can be seen, the preschool remains in good financial health.

Section C Objectives and activities

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

To enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

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 encourage parents/carers to become involved in the pre-school at a level to which they are able to commit. We do this through the committee, fundraising and social events, newsletters, Tapestry and through allocated key workers and general communications.

To follow a full and comprehensive two-year plan covering all areas of the early year's curriculum and meeting the wide range of children's specific needs in all areas.

To provide a happy, safe and secure environment where children learn through play, to become more independent and flourish as individuals. The children are provided with a range of activities appropriate for their age and stage of development.

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.

Summary of the main achievements of the charity during the year

This year the Pre-school continues to develop the excellent provision of services provided to early years children in the village of Rudgwick.

We have ensured that all children have access to a full range of material and activities to follow the EYFS.

As ever, staff have attended a number of training courses to embed knowledge and gain further ideas of how to increase the support and offering they are able to provide the children and their families. We maintain good links with the Primary School.

Continued updates to communications from website to newsletters and the parish magazine ensure that the presence of the preschool is promoted to those in the local area.

Events and fundraising have begun to get back to 'normal' post-Covid. Those that do take place we use the money received to replenish toy stock and improve the facilities available to the children and staff.

We have benefitted from donations from the Rotary club and The Coop for which we are extremely grateful.

Section E Financial review

Brief statement of the charity's policy on reserves

We retain a financial reserve available that is sufficient for the worst-case scenario of winding up the Pre-school. This would cover redundancy costs.

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.

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)	William Baldwin	
Position (eg Secretary, Chair, etc)	Chair	
Date	16-01-2024	

Rudgwick Pre School
Income & Expenditure Account
For the 12 Months Ending 31st August 2022

	2022 12 months	2021 12 months
Statistics		
Average No of Children	22	22
Opening No of sessions	94	85
Closing Sessions per week	125	139
Average Income per Child £'s	3,181	3,181
Cost of Staff per Child £'s	3,098	3,098
Average income per week	1,842	1,842
Average staff cost per week	1,793	1,793
Salary/Funding %	81%	97%

INCOME

Fees - Private	£21,318	£9,484
Fees - Funded	£58,884	£48,224
Fees - Lunch Club	£0	£0
2Yr Pilot Scheme	£7,500	£5,979
Inclusion Funding	£0	£1,920
Furlough Claim (HMRC)	£0	£4,377
	£87,702	£69,985

Fundraising	£888	£1,756
Uniforms	£205	£176
Donations	£2,478	£2,749
Miscellaneous Income	£1,568	£1,546
Deposits	£400	£440
	£93,241	£76,652

EXPENDITURE

Salaries	£71,318	£68,145
Equipment & Materials	£3,689	£3,134
Toy Replenishment	£803	£1,988
Kitchen & Food Supplies	£144	£67
Activities/Trips	£2,051	£327
Milk	£0	£0
Fundraising Expenses	£106	£0
Uniforms	£918	£684
Rental of Scout Hall	£5,493	£5,094
Telephone, Internet & Website	£1,720	£1,571
Rubbish Collection	£301	£256
Postage & Stationery	£175	£278
Advertising	£155	£155
Cleaning Materials	£0	£2
Maintenance & Repairs	£270	£885

Insurance , PSLA Membership	£537	£535
Staff Training	£994	£245
Professional Fees & Subscriptions	£264	£321
Ofsted	£50	£100
Miscellaneous Expenses*	<u>£3,304</u>	<u>£1,616</u>
	£92,292	£85,403
Net Surplus for the Period	<u>£949</u>	<u>(£8,751)</u>

Cashflow 2021-2022

2021-2022

	September	October	November	December	January	February
Income						
Income from fees	3,530		4,117		4,355	
Income from Free Entitlement	12,557	8,044		12,481		6,832
Income from Fundraising				307	53	18
Income from Furlough						
Uniform	105	10			50	30
Deposits	140	40	40	20	60	
Miscellaneous	75					
Donations	304		1,789			
Income Subtotal	16,711	8,094	5,945	12,808	4,518	6,880
Expenditure						
Staff Salaries	3,991	5,627	4,206	7,434	4,559	5,779
Staffing Subtotal	3,991	5,627	4,206	7,434	4,559	5,779
Rent		2,001				1,827
Tel/Internet	347	14	101	379		
Equipment & Materials	176	412	455	360	80	
Toys	120	53	126			
Maintenance & Building	210					
Fundraising				54		
Activities	75	75	195	315	235	
*Petty Cash Top Up	100	100		100	100	
*Gifts						
*Socials				350		
Uniform	420				30	
Advertising			155			
Transport/Travel/Trips						
Ofsted Registration						
Insurance				537		
Professional Fees/Subscriptions	60					
Training						
HDC Refuse	21	27	21	21	21	21
Postage & Stationary		37			76	
Kitchen & Food Supplies	16		4		9	
Cleaning Materials						
Redudency Top Up						
*Miscellaneous						
Non Staffing Subtotal	1,544	2,720	1,057	2,116	552	1,848
Expenditure Subtotal	5,535	8,347	5,263	9,551	5,112	7,628
End Balance						

March	April	May	June	July	August	Cash Flow Total
3,506		2,493		3,318		21,318
	17,245		9,226			66,385
82				428		888
						0
10						205
20	20		20	20	20	400
			304	1,189		1,568
				385		2,478
3,618	17,265	2,493	9,550	5,340	20	93,241

Sept recd 1

4,479	6,320	5,594	6,462	5,186	11,680	71,318
4,479	6,320	5,594	6,462	5,186	11,680	71,318
			1,665			5,493
406		86	387			1,720
205	430	1,178	41	194	157	3,689
			504			803
		60				270
		22		30		106
75	400	113	31	363		1,876
165			200	100		865
				155		155
				399		749
				468		918
						155
175						175
				50		50
						537
		70	134			264
44		60	52	757	80	994
21	27	22	47	28	22	301
62		21	25	67		175
17		64	18	58		144
						0
						0
		136	250	1,100	50	1,535
1,170	857	1,833	3,353	3,769	309	20,974
5,650	7,177	7,427	9,815	8,955	11,989	92,292
						949

3/7 in advance for Aut Term



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
RUDGWICK PRE-SCHOOL

**On accounts for the year
ended**

31st AUGUST 2022

**Charity no
(if any)**

1033175

Set out on pages

1

(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 / 08 / 2022**.

**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:

Date:

12/01/2024

Name:

PAUL FLOWERDAY

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

FFA FIPA

Address:

29 FOXHOLES, RUDGWICK, WEST SUSSEX, RH12 3DX

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.

N/A

RUDGWICK PRE-SCHOOL

England & Wales - Charity number 1033175

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 09	Year 2020		Day 31	Month 08	Year 2021

Section A Reference and administration details

Charity name

Rudgwick Preschool

Other names charity is known by

Registered charity number (if any)

1033175

The Scout Hut
 Church Street
 Rudgwick
Postcode RH12 3HJ

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	William Baldwin	Chair		
2	Francesca Baldwin	Secretary		
3	Anna Arnell	Treasurer		
4	Ari Knight	Finance Officer		
5	Amanda Forehead	Premises		
6	Niky Napper	Policies		
7	Louise Smith			
8	Sam Weller			
9	Ruth Binns			
10	Lucy Goundry			
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

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)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected Annually 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 enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

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 encourage parents/carers to become involved in the pre-school at a level to which they are able to commit. We do this through the committee, fundraising and social events, newsletters and the notice board and with key workers and general communications.

To follow a full and comprehensive two-year plan covering all areas of the early year's curriculum and meeting the wide range of children's specific needs in all areas.

To provide a happy, safe and secure environment where children learn through play, to become more independent and flourish as individuals. The children are provided with a range of activities appropriate for their age and stage of development.

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.

Summary of the main achievements of the charity during the year

This year the Pre-school continues to develop the excellent provision of services provided.

The Coronavirus pandemic provided continued significant challenges to the year with a mitigation framework of control measures with full risk assessments in place. Although Government guidance did not dictate the closure of pre-school settings the committee decided we would close for with all other primary+ education settings from Jan to March 2021. We used the furlough programme to offset lost income and continue to pay staff.

We have ensured that all children have access to a full range of material and activities to follow the EYFS.

As ever, staff have attended a number of training courses to embed knowledge and gain further ideas of how to increase the support and offering they are able to provide the children and their families. We maintain good links with the Primary School.

Continued updates to communications from website to newsletters and the parish magazine ensure that the presence of the preschool is promoted to those in the local area.

Events and fundraising have been curtailed but for those that do take place we use the money received to replenish toy stock and improve the facilities available to the children and staff.

Section E Financial review

Brief statement of the charity's policy on reserves

We retain a financial reserve available that is sufficient for the worst-case scenario of winding up the Pre-school. This would cover redundancy costs.

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.

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)	William Baldwin	
Position (eg Secretary, Chair, etc)	Chair	
Date	20/06/2022	

Rudgwick Pre School
Income & Expenditure Account
For the 12 Months Ending 31st August 2021

	2021 12 months	2020 12 months
Statistics		
Average No of Children	22	24
Opening No of sessions	85	103
Closing Sessions per week	139	132
Average Income per Child £'s	3,181	3,638
Cost of Staff per Child £'s	3,098	2,547
Average income per week	1,842	2,298
Average staff cost per week	1,793	1,609
Salary/Funding %	97%	70%

Notes

INCOME

Fees - Private	£9,484	£17,862
Fees - Funded	£48,224	£60,806
Fees - Lunch Club	£0	£0
2Yr Pilot Scheme	£5,979	£5,038
Inclusion Funding	£1,920	£3,616
Furlough Claim (HMRC)	£4,377	£0
	£69,985	£87,321

Fundraising	£1,756	£624
Uniforms	£176	£181
Donations	£2,749	£2,973
Miscellaneous Income	£1,546	£681
Deposits	£440	£320
	£76,652	£92,100

EXPENDITURE

Salaries	£68,145	£61,137
Equipment & Materials	£3,134	£2,457
Toy Replenishment	£1,988	£1,569
Kitchen & Food Supplies	£67	£267
Activities/Trips	£327	£926
Milk	£0	£0
Fundraising Expenses	£0	£61
Uniforms	£684	£180
Rental of Scout Hall	£5,094	£4,011
Telephone, Internet & Website	£1,571	£1,430
Rubbish Collection	£256	£273
Postage & Stationery	£278	£340
Advertising	£155	£155
Cleaning Materials	£2	£109
Maintenance & Repairs	£885	£1,509

Insurance , PSLA Membership	£535	£522
Staff Training	£245	£888
Professional Fees & Subscriptions	£321	£33
Ofsted	£100	£0
Provision for Debts	£0	£0
Recovered Income	£0	£0
Miscellaneous Expenses*	£1,616	£4,145
	£85,403	£80,013
Net Surplus for the Period	(£8,751)	£12,087

Notes		2021	2020
1 Milk	Refund	£0	£0
	Cost	£0	£0
		<u>£0</u>	<u>£0</u>
2 Fundraising			
	Halloween	£0	£25
	Xmas Raffle	£400	£521
	Xmas Cards - Cauliflower Cards	£45	£0
	Easter Fayre	£0	£0
	Apple Day	£0	£0
	Easy Fundraising	£18	£43
	Tea Towel	£444	£0
	Teddy Bears Picnic	£849	£0
	May Day	£0	£0
	Mothers & Fathers Day	£0	£35
	Total *	<u>£1,756</u>	<u>£624</u>
3 Sweatshirts/Uniforms		£176	£181
(Includes deposit income)			

2019
12 months

19
69
117
3,201
3,208
1,600
1,604
86%

£19,360
£42,789
£0
£9,007
£0
£0

£71,156

£1,882
£78
£921
£1,074
£460

£75,571

£60,954
£3,176
£581
£487
£1,424
£0
£66
£804
£4,474
£1,395
£140
£292
£149
£0
£512

£520

£327

£611

£0

£0

£0

£3,099

£79,010

(£3,439)

2019

£0

£0

£0

£20

£448

£0

£72

£0

£173

£0

£988

£0

£130

£1,830

£78



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name RUDGWICK PRE-SCHOOL

On accounts for the year ended

31st AUGUST 2021

Charity no (if any)

1033175

Set out on pages

1

(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 / 08 / 2021.

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").

Independent examiner's statement

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.

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:

[Signature]

Date:

17/06/2022

Name:

PAUL FLOWERDAY

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

FFA FIPA

Address:

29 FOXHOLES, RUDGWICK, WEST SUSSEX, RH12 3DX

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.

N/A