



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	09	2023		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		
8				
9				
10				
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12				
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)

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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

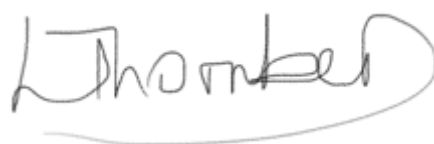
Section G

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	-
	<hr/>	<hr/>
	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
	<hr/>	<hr/>
	127,234	102,243
 (Deficit) for for the year	 <hr/> (17,170) <hr/>	 <hr/> (14,061) <hr/>

**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
	<hr/>	<hr/>
	30,921	47,996
 LIABILITIES		
Accruals	(95)	-
	<hr/>	<hr/>
	(95)	-
 NET ASSETS	 <hr/> 30,826 <hr/>	 <hr/> 47,996 <hr/>
 RESERVES		
As at 1st September	47,996	62,057
(Deficit) for the year	(17,170)	(14,061)
	<hr/>	<hr/>
 As at 31 August	 <hr/> 30,826 <hr/>	 <hr/> 47,996 <hr/>



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Rudgwick Pre-School

On accounts for the year
ended

31st August 2024

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 **31/08/2024**

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