



Registered charity no.1035144  
Ofsted no.127613

## Introduction

This report details the work carried out by St Michael's Pre-school during the year starting 1 April 2024 and ending 31 March 2025.

St Michael's is a committee-run pre-school, which has adopted and is working to the Pre-school Learning Alliance constitution. The setting is Ofsted registered (reference 127613). The pre-school operates from rented premises, at St Michael's and All Angels Church Hall, 2 High Road, Wilmington, Kent, DA2 7EG.

During the period from 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025, the setting offered sessional childcare places for children aged between two and five years, Monday to Friday, from 9.15am to 12.15pm, during school term times. When the demand was there, it offered extended sessions on a Tuesday and Thursday afternoon whereby children stay for lunch (provided by the parents). This was not included in the 15 hours' free funding and was chargeable to parents.

From September 2025, as well as the 15 funded hours, the setting now offers 30 hours to eligible working parents. Operation times are currently 8:30am to 2:30pm for these children.

The pre-school currently employs 6 members of staff on a part-time basis (one of whom is a volunteer) and is licensed to have a maximum of 35 children per session. The setting is currently co-managed (since September 2022). Both individuals manage the setting together.

## Committee members

For the period up to 31 March 2025, St Michael's Pre-school committee members were:

- Stacey Smith – Chair
- Kirsty Mitchell – Treasurer
- Rebecca Lynch – Secretary
- Rebecca Chipps – committee member
- Jennifer Wright – committee member.
- Bethany Hollands – Committee member
- Nicola Guthrie – Committee member (and nominated person for the setting)

## Fund raising and grants.

A variety of fundraising events were held throughout the year, involving the children and families who attend preschool. These included a Christmas raffle, chocolate tombola stall, summer fair, Happy school bag clothes collection and dress up days.

The total income from fundraising this year was £2,349.34

## **Events and parent partnership**

Parent consultations are held 3 times a year (November, March and June). The preschool also held coffee/stay and play sessions where parents/carers are invited into the setting to share their children's learning. These were held once every short term. The preschool also held a Christmas party and graduation party (during the summer) inviting parents and children along. Regular updates were given to parents through email, settings Facebook page, Newsletters and meetings, to discuss child's wellbeing and development.

This year, the pre-school continues its family open mornings, roughly once a term. These provide an opportunity for parents and carers to be involved in their children's learning and strengthen their relationship with staff.

## **Finances**

A copy of the audited financial accounts is attached. A meeting of the committee was held on 6th October 2025, to approve them.

## **Conclusion**

2024/25 saw a much better financial year for St Michael's Pre-school. The new funding for 2-year-olds (working parents eligible) proved more successful than expected with a higher number of parents seeking childcare from an earlier age. The setting increased the number of children they have per session from 30 to 35 to meet this demand. The team managed by keeping staff to children's ratios to the minimum requirements. High numbers of children attending preschool also contributed to this.

Staff and committee members continued to work to improve the facilities and experience offered to the children. Funds raised during the year were put towards equipment and resources. Staff also undertook mandatory training, including safeguarding and child protection, food hygiene, first aid, and had free access to a suite of continued professional development courses through Educare (portal provided by the early years alliance), The Education people and Noddle Now, the settings own training platform which offers a variety of training modules relevant to our sector.

The pre-school continued to use its termly newsletter and Facebook page to keep connected with parents and give them an insight into day-to-day activities. Parent review meetings and other celebrations are held to form good relationships with parents and keep them updated with their child's development and learning. Parents are welcome to speak to practitioners at any time they have any concerns about their child. Parents partnership is made strong through our open-door policy.

St Michael's continues to support the needs of the local community by providing safe, stimulating and affordable pre-school education, with the help of a dedicated and professional staff and committee. It is hoped this will continue to be the case for the forthcoming year. Plans have been put into place to spend some of the surplus funds on much needed updated equipment and resources for the setting, as well as discretionary bonus for the staff to acknowledge their hard work. However, the management team and committee must continue to closely monitor finances due to continuing rises to business costs, such as the high increase in rent, increase to minimum wage each year and low funding rates.

**ST MICHAEL'S PRE-SCHOOL  
INCOME & EXPENDITURE**

INCOME:	2024/2025	2023/2024	Variance
Interest Received- Savings Account	157.06	140.96	16.10
Fees	20,043.59	23,040.93	-2997.34
Funding	90,104.54	54,643.60	35460.94
Fundraising Income	2,349.34	2,426.76	-77.42
Uniform	173.00	169.00	4.00
Resources Income	1,700.00	874.50	825.50
Other Income	1,706.21	188.14	1518.07
Council Grant	-	-	0.00
Furlough and SMP grants	-	-	0.00
<b>TOTAL INCOME</b>	<b>£ 116,233.74</b>	<b>£ 81,483.89</b>	<b>£ 34,749.85</b>
EXPENDITURE:	2024/2025	2023/2024	Variance
Craft & Child activities	629.86	150.52	479.34
Equipment, including Covid protection items	3,629.86	1,988.72	1,641.14
Entertaining & Gifts	424.80	366.48	58.32
Insurance	2,513.03	1,466.30	1,046.73
Miscellaneous	173.54	18.00	155.54
Post Office	-	-	-
Rent	10,603.63	8,823.00	1,780.63
Salaries	60,436.40	52,026.93	8,409.47
Subscriptions and DBS	280.48	42.20	238.28
Stationery/office equipment	894.38	475.33	419.05
Supplies-Milk Food	614.87	253.92	360.95
Telephone	127.48	186.46	58.98
Accounting	198.00	186.00	12.00
Cleaning and other sundries	87.20	-	87.20
Uniform	937.20	858.92	78.28
Staff courses	693.00	350.00	343.00
Computer costs	81.59	-	81.59
Bank Charge	32.92	73.38	40.46
<b>TOTAL EXPENDITURE</b>	<b>£ 82,358.24</b>	<b>£ 67,266.16</b>	<b>£ 15,092.08</b>
<b>EXCESS OF EXPENDITURE OVER INCOME</b>	<b>£ 33,875.50</b>	<b>£ 14,217.73</b>	<b>£ 19,657.77</b>

Previous year balance B/fwd	29,670.36	15,452.63
Deficit/Excess in year	33,875.50	14,217.73
This year balance C/fwd	£ 63,545.86	£ 29,670.36

Funded by	Current A/C	55,202.66	21,115.22
	Deposit A/C	8,337.93	8,180.87
	Petty Cash	5.27	374.27
		£ 63,545.86	£ 29,670.36

On the basis of records, information & explanations supplied to us I have independently reviewed & approved these accounts.

Joanna McGovern

St Michael's Pre-school

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Report from the Accountant to the Committee to accompany the income and expenditure account:

The charity had a much more successful year based on the fact that the new funding for 2-year-olds was better than expected and the team managed by keeping the staff to children ratio to the minimum requirements, without any spare. They are now operating longer hours which has increased costs but proving to be lucrative so will continue into the new term. There are still sums overpaid to HMRC for national insurance because of employers allowance claims that need to be resolved in order to improve monthly cash flow. There are plans to spend some of the surplus on new tables and management are considering discretionary bonuses for the staff to reward their efforts.

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