

# GORING LITTLE FISHES

## PRESCHOOL



Registered Charity No.: 1049215

GORING LITTLE FISHES PRESCHOOL

TRUSTEE ANNUAL REPORT

and

FINANCIAL STATEMENT

Year 1<sup>st</sup> September 2023 to 31<sup>st</sup> August 2024

## **Aim and Purpose**

Goring Little Fishes (GLF) work to provide an outstanding and inclusive preschool for children who are under statutory school age. Our fully trained members of staff seek to educate, train and develop the abilities of each young child within their care preparing them for school. We are an unincorporated association governed by our Constitution.

## **Objectives and Activities**

Goring Little Fishes is a Christian-based preschool based in Worthing, West Sussex. The Preschool is affiliated to Goring United Reformed Church and welcomes children from all faiths aged from two through to the statutory school-age. We are registered with Ofsted and follow the guidelines as advised by them.

We support children with special educational needs and/or disabilities and where English is not their first language.

We may sponsor a number of children who may not be able to afford the fees prior to becoming eligible for funding from West Sussex County Council (WSCC).

Although the focus of the group is on the children attending, we are of benefit to the local community providing job opportunities with training, and work placement experience for Students, Apprentices and Volunteers. The Trustees have taken the guidance of the Charities Commission on public benefit.

## **Achievements**

Ofsted visited us for an inspection in 2023 which gave an overall judgement of 'Good'. We can show that we provide preschool education that gives children a good solid grounding for starting school. The preschool have taken on the challenges and know what work is needed in the various areas to get us back up to our previous Ofsted inspection rating of 'Outstanding'.

We have provided work experience and education for several Students and an Apprentice through the year.

We provide support and advice for Parent/Carers regarding their funding entitlement, additional needs, oral health, immunisations and perform the 2-year-old health check (previously done by WSCC Health Visitors).

Our early identification of Children who may need extra assistance greatly helps them and their Parent/Carers transition to School.

We have updated our Constitution (as per Charity Commission recommendation of 10-year reviews) and changed our name from Goring Little Fishes Playgroup to Goring Little Fishes Preschool this year.

## Structure and Management

The Management Committee, who are the Trustees, are responsible for overall management of the Goring Little Fishes Preschool and usually meet once each term. They give their time freely and receive no remuneration or benefits. The Trustees are made up of: Chairperson, Treasurer, Secretary, one Church Elder Representative and other members, giving a minimum of six and maximum of eight people. We can also be joined by two non-Trustees, Parent Representatives, as regulated by our Constitution.

We regularly review our policies and have done so again this year including our Risk Management document as one of many reviewed and updated in 2024.

Our membership for Year Ending 2024 was:

Paul Redman - Chairman

Susie Thomas – Secretary

Gaynor Anderson-Easey – Treasurer

Rosemary Terry – Church Elder Representative (Resigned YE2024)

Bett Swierk – Church Elder Representative

Barbara Hillman – Trustee

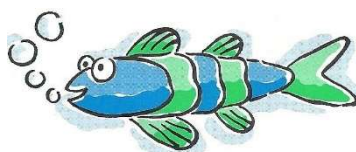
Our Audit Committee members are:

Barbara Hillman – Chair

Susie Thomas – Secretary

Bett Swierk – Member

We follow our Constitution, Trustee Vetting and Volunteer Management Policies – which includes Safer Recruitment of Trustees and their Induction, to ensure that applicants are suitable to be a Trustee of GLF.



The vast majority of the daily running of Goring Little Fishes is delegated to our Manager, who works closely with her other staff members. She attends our Trustee meetings to keep the committee members fully up-to-date with daily life at GLF.

The GLF professional staff consisted of:

Lesley W - Manager

Val G - Business Administrator (Resigned YE2024)

Ricky M - Early Years Educator SENCO

Amelia M – Early Years Educator SENCO

Petrina E - Early Years Educator

Cia DG - Early Years Educator

David N - Student

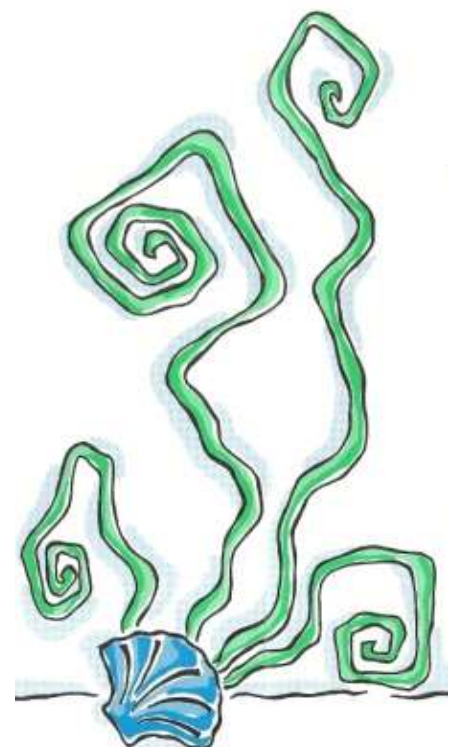
Connor W - Apprentice

Siana-Leigh MB - Early Years Educator

DBS checks are carried out prior to staff appointments as per our Safer Recruitment of Staff and Volunteer Management Policies.

Health and Safety, Risk Assessments and other Preschool policies are always under review to be kept up to date with current legislation. Policies are kept on our website at [www.goinglittlefishes.co.uk](http://www.goinglittlefishes.co.uk)

Training by Staff is always ongoing including NVQ Level 5 and 6 Childcare courses.



## Chairperson's Report 2024

This year has been another busy one at Goring Little Fishes (GLF) headed by our Manager, L Wake, who has been in post since March 2021. The GLF Trustees, a group of six, are made up of volunteers who continue to oversee the running of this fantastic Early Years setting. The preschool comprises of employed (paid) staff, with the afore mentioned Manager. The staff are all extremely well qualified, professional and a talented team of people. The staff continue put so much energy and enthusiasm into Little Fishes, this was proven at our most recent Ofsted inspection which was carried out in 2023 achieving a standard of 'Good'.

Again, this year the GLF Trustees sent out a questionnaire to all parents for vital feedback, ideas and changes that could improve the GLF experience. Again, we had a good response and shared the results with the GLF staff for both encouragement and action where necessary to make any changes or improvements.

A great deal of time has been spent this year reviewing our policies and risk assessments, updating and creating new documents where necessary. This is an ongoing process for which the Trustees are responsible and have been working closely with our Manager to ensure all our documents are correct and up-to-date.

GLF have been working alongside the Church at Goring, with our GLF Manager helping voluntarily to lead and run the parent and toddler group, 'Mini Fishes', which is open once a week on a Monday morning in the church hall. This group is proving extremely popular with families in our local area.

Finally, I'd like to thank the rest of the Little Fishes Trustees for their time and input into meetings, with again a special thank you to Gaynor, who does so much work for the GLF group in her own time outside the trustee meetings in her role as Treasurer.

I do hope and pray that the good work that Goring Little Fishes is doing in and for our local community continues and I wish all here another happy and successful year going forward into 2025.

Paul R - GLF Chair

## Financial Review

For our year September 2022 to August 2023, our income has increased from £152.2K last year to £188.4K this year.

However, our costs jumped up in conjunction from £152.2K last year to £188.1K. This has given us a £310 profit.

We had forecasted a bigger profit for this year, but the income was less than expected by £9K.

This year we have bought new IT equipment, equipment for 'Storybook' bags, a toddler balance / climbing frame amongst a vast variety of toys and craft.

We have also been updating our website and are transitioning to a new software platform called 'Blossom' which should aid in documentation, invoicing and parent communication.

At the end of the year, we have £87.9K in the bank.

The accounts will be independently examined by J Hoult, who is a chartered Accountant at Evansweir Ltd.

## Expenses

No Trustees claimed mileage expenses this year.

## Payments

To help with the transitioning to Blossom and with business administration between our retiring Administrator and our new Administrator, other technical support and in my role as Data Protection Officer, I claimed a £4,759 payment for the year, which was approved by the Audit Committee and in line with our Constitution.

## Reserves Policy

Our Reserves Policy can be viewed on our website [www.goringlittlefishes.co.uk](http://www.goringlittlefishes.co.uk)

The minimum level of Reserves to accommodate unforeseeable events, losses, repairs, redundancy or late payments from WSCC will be a minimum of £63K for 2024/25.

## Fundraising

We raised a total of £275.78 via Easy Fund Raising (an online 'bounce' site which donates a very small percentage of purchases) and a commission from photos taken for Parent/Carers.



## **GORING LITTLE FISHES PRESCHOOL**

### **ASSETS AND LIABILITIES STATEMENT**

**AS AT 31st AUGUST 2024**

|   | <b><u>2024</u></b> | <b><u>2023</u></b> |
|---|--------------------|--------------------|
| Cash in Bank  | £87,935            | £87,779            |
| Cash In Hand  | £259               | £105               |
| Employee Loan   | £9,950             | £0                 |
| Interest on loan  | £545               | £0                 |
| Assets  | £5,185 *           | £3,495 **          |
| <b>Best Estimate on outstanding liabilities</b>             |                    |                    |
| Other Liabilities   | £0                 | £600               |
| <b>Best Estimate of ongoing liabilities based on notice</b> |                    |                    |
| Staff Liabilities   | £39,486            |                    |
| Admin Liabilities   | £3,271             | £1,100             |
| Premises & Utilities  | £3,950             | £2,987             |
| Refurbishment Liabilities                                   | £0                 | £0                 |
| Other Liabilities   | £0                 | £0                 |

\*75% of this year's purchase price of assets plus 25% of last year's new assets.

\*\* Pre 2023 assets discounted

#### Liabilities

- No overdraft,
- No loans,
- No money owed except 'Ongoing Liabilities' above which is based on notice required on Contracts for Staff, Administration, and Premises and Utilities.

We have no Trusts, Endowments or Restricted Funds.

The principle risks to the Charity are external influences. As most of our income comes from the filtered down amount by WSCC of the Government's money for Early Years' funding, we are at the whims of their policies (e.g. increasing the ratio of Staff to 2-year-olds from 4 to 5, increases of minimum wage and Employer National Insurance), and notification of any increases in funding (if any) are not until January, it is very difficult to forecast more than two year ahead as an ongoing concern at any time.



Gaynor AE - Treasurer.

## **GORING LITTLE FISHES PRESCHOOL**

**FINANCIAL STATEMENT FOR THE YEAR 1st SEPTEMBER 2023 - 31st AUGUST 2024****RECEIPTS AND PAYMENTS****Receipts**

|               | 2024                | 2023                |
|---------------|---------------------|---------------------|
| Fees Received | £ 21,585.73         | £ 25,869.58         |
| WSCC          | £ 163,734.08        | £ 123,936.49        |
| Fundraising   | £ 275.78            | £ 107.00            |
| Interest      | £ 1,666.51          | £ 737.46            |
| Donation      | £ 1,099.04          | £ 1,550.00          |
| <b>Total</b>  | <b>£ 188,361.14</b> | <b>£ 152,200.53</b> |

**Payments**

|                          |                     |                     |
|--------------------------|---------------------|---------------------|
| Staffing                 | £ 159,854.08        | £ 128,195.95        |
| Supplies                 | £ 12,196.19         | £ 4,996.17          |
| Equipment                | £ 2,878.97          | £ 1,557.38          |
| Legal Req/Administration | £ 14,205.24         | £ 7,057.72          |
| Premises&Utilities       | £ 13,581.87         | £ 9,298.47          |
| Experiences              | £ 1,619.57          | £ 8.70              |
| Marketing                | £ 755.00            | £ 712.31            |
| Bank Sundries            | £ 72.01             | £ 66.31             |
| Other                    | £ 10,450.25         | £ 764.35            |
| EYPP                     | -£ 27,562.26        | -£ 461.21           |
| <b>Total</b>             | <b>£ 188,050.92</b> | <b>£ 152,196.15</b> |

|                                   |             |
|-----------------------------------|-------------|
| Balance at beginning of 2023/2024 | £ 87,884.21 |
| Balance at end of 2023/2024       | £ 88,194.43 |
| Profit for 2023/2024              | £ 310.22    |



Prepared on behalf of

Goring Little Fishes Trustees by

G Anderson-Easey

Date

15/10/2024

Approved by the Trustees and signed on their behalf  
by the Chairperson

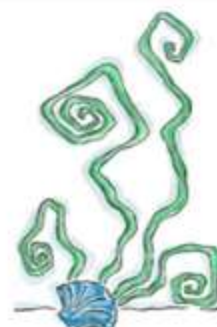
P Redman

Independent Examination

I have examined the Receipt and Payments and Assets and Liabilities relating to the year ending 31st August 2024. My examination did not amount to an audit but was carried out in accordance with General Directions of the Charity Commissioners for the independent examination of accounts for smaller charities. Nothing has come to my attention which gives me cause to believe otherwise than that these accounts accord with the accounting records of the Charity and that such records satisfy the requirement of the Charities Act 2011. I am not aware of any matter to which attention needs to be drawn in order to obtain proper understanding of the accounts for the year.

Date

07/11/2024





# Independent Examiner's Report

## Independent Examiner's Report



CHARITY COMMISSION  
FOR ENGLAND AND WALES

### Independent examiner's report on the accounts

#### Section A

#### Independent Examiner's Report

##### Report to the trustees

Charity name

Goring Little Fishes Preschool

##### On accounts for the year ended

31st August 2024

Charity no  
(if any)

##### Set out on pages

1-2

(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

~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]. Delete ( ) if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than those disclosed below) 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:

*JH*

Date:

07/11/2024

Name:

Jennifer Hoult

Relevant professional  
qualification(s) or body

FMATT

IER

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Oct 2018

|           |   |
|-----------|---|
| (if any): |   |
| Address:  | Evans Weir, 25 St Pancras, The Victoria, Chichester, PO19 7LT |
|           |   |
|           |   |

|           |            |
|-----------|------------|
| 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.

## Contact Details

Address:

Goring Little Fishes Preschool  
Goring United Reformed Church  
Shaftesbury Ave  
Worthing  
BN12 4EA

Phone:

01903 244453 or 07803 001018

Email:

littlefishesfamily@gmail.com


Website:

[www.goringlittlefishes.co.uk](http://www.goringlittlefishes.co.uk)

Registered Charity No.: 1049215



**This report is approved by the Trustees and signed on their behalf by**

|           |   |          |                    |
|-----------|---|----------|--------------------|
| Signature |  | Date     | <b>11 Nov 2024</b> |
| Name      | <b>P Redman</b>   | Position | <b>Chair</b>       |