



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	01	2023		31	12	2023

## Section A Reference and administration details

Charity name

St Paulinus Preschool Group

Other names charity is known by

Registered charity number (if any)

1054662

Charity's principal address

St Paulinus Church Centre

Hillcrest Road

Edenbridge

Postcode

TN8 6JS

### 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	Sally Dodson	Chair		
2	Bruce Robertson	Vice chair		
3	Mike Sinclair	Secretary		
4	William Stone	Treasurer		
5	Louise Ng			
6	Jacqueline Barnes			
7	Lee Gasson			
8	Samantha Leggett			
9	Emma Bennett		01.01.2023 - 04.07.2023	
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17				
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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)	Unincorporated
Trustee selection methods (eg. appointed by, elected by)	By invitation

**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.

The trustees are very aware of the financial restrictions within which the preschool operates.

At each trustee meeting (at least 3 times a year), there is a financial report from the treasurer and the financial position is reviewed to maintain financial security and allow preschool to continue to provide the excellent preschool education in the community.

## Section C Objectives and activities

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

To provide preschool education for 2-5 year olds following EYFS guidelines

**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 enhance and promote the development and education of pre-school children primarily from within the local community.  
To prepare the children for transition to primary school  
To encourage and foster a good relationship between the school, the children's families and the local community.  
Develop the children's awareness of self and others, and their needs, regardless of their race, culture or religion

**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**

Our pupils move on to further primary education feeling confident and able to socialise with our children. Parents/carers are regularly informed on their child's progress and involved in their development.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

We hold reserves to cover one term's hall hire, one term's wages and statutory redundancy.

**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)** M Sinclair

**Full name(s)** Michael Sinclair

**Position (eg Secretary, Chair, etc)** secretary

**Date** 21.10.24

St Paulinus Pre-school Limited  
Income and Expenditure Statement  
From 1st January 2023 to 31st December 2023

	2022	2023
Income		
Grant Received	7,050.50	6,981.50
Fee Income	26,436.33	42,342.25
Gifts in kind	1,821.00	820.00
Donations		100.00
Interest on bank balances	71.13	115.00
Subscriptions, raising funds	316.90	280.27
Other income	19.30	20.00
Total Income	35,614.16	50,559.02

## St Paulinus Pre-school

(registered charity number: 1054662)

Expenditure		
Wages	1,231.45	2,000.00
Programs		
Supplies/stock	400.00	
Travel	50.00	100.00
Security		
Professional fees	1,512.30	4,400.00
Hall Hire	550.00	500.00
Insurance	440.00	
Large purchases	34.00	20.00
Advert/signage		
TOTAL EXPENDITURE	45,748.75	49,748.73
Net surplus/deficit	1,271.91	3,800.02

## Annual Accounts 01/01/2023 – 31/12/2023


Balance brought forward from 31st December 2022

Barclays current account	8,625.99	
Barclays deposit account	20,622.23	29,248.22

Net Deficit	3,800.02	-
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Balance carried forward to 1st January 2023

Barclays current account	12,730.75	
Barclays deposit account	20,317.49	33,048.24

Signed  .....  
William Stone BSc (Hons)

Date 24/9/24

I certify that I have examined these accounts and the other records for the period ending 31st December 2023

I have not performed a full audit and in particular have neither attempted to verify that all due income has been received nor that all due expenditure has been properly incurred

Signed



Date

24/9/2024

Address

Little Mead  
Felcourt Road  
Lingfield  
RH19 2LF



**St.Paulinus Pre-school Group**  
**Income and Expenditure Statement 2023**  
**From 1st January 2023 to 31st December 2023**

Income	2022	2023
Fees Received	7,050.50	8,988.60
KCC Funding	28,436.23	42,203.35
Lunch Club	1,631.00	829.00
Consumables		923.00
Donations/commissions	73.13	216.27
FundNursery raising events	316.50	233.27
Bank Interest	19.90	195.26
<b>Total income</b>	<b>37,527.26</b>	<b>53,588.75</b>
<b>Expenditure</b>		
Wages	37,820.63	41,837.80
Pensions	960.00	960.00
Supplies/materials	1,285.88	898.12
Petty Cash	40.00	-
Training	452.00	380.00
Sundries	485.42	90.74
Professional Fees	50.00	237.19
Hall Hire	3,542.50	4,664.00
Insurance	593.86	637.00
Large purchase	460.00	-
Advert/website	58.88	83.88
<b>TOTAL EXPENDITURE</b>	<b>45,749.17</b>	<b>49,788.73</b>
<b>Net surplus/deficit</b>	<b>- 8,221.91</b>	<b>3,800.02</b>




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