



# Trustees' Annual Report for the period

	Period start date				Period end date		
From	Day 01	Month 01	Year 2024	To	Day 31	Month 12	Year 2024

## Section A Reference and administration details

Charity name

St Paulinus Pre school 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

TN86JS

### 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	Jaqueline Barnes			
7	Lee Gasson			
8	Samantha Leggett			
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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.

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## 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.

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

**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)**

**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**

2024 was a busier year for St Paulinus Pre School with an increase in pupil numbers. The income from Kent County Council therefore increased but consequently also staffing costs to keep the staff to child ratio at and usually above the government's recommended level.

2024 saw a rise in donations, this mainly from a sponsored event completed by a volunteer at the pre school, £500 for books via a company connected to one of our families, a donation from Edenbridge Bonfire Society.

In September 2024, parents and guardians were asked to contribute to consumables, a reluctant but necessary step taken by the school to ensure long term financial sustainability.

The school are pleased to announce they have been able to continue to offer places for families using the Universal Free Hours and Free for Two hours. For the small number of families unable to qualify for free hours, the fees have been kept affordable.

The School had an Ofsted inspection on 19 November 2024 and we are delighted to announce the School maintained it's "Good" status. Trustees have taken onboard the inspectors feedback to continue to strive for excellence. The Trustees would like to thank the Manager, Lee Gasson, the Assistant Manager and the rest of team for their commitment and enthusiasm for working with and supporting our community's children.



## 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)



Full name(s)

Sally Dodson

Position (eg Secretary, Chair, etc)

Chair

Date

25/10/2025

**St Paulinus Pre-school**  
(Registered charity no.1054662)

**Annual Accounts 01/01/2024 to 31/12/2024**



**Balance brought forward from 31<sup>st</sup> December 2023**

Barclays current account	12,731	
Barclays deposit account	<u>20,317</u>	
Total		33,048
Net surplus		11,581

**Balance carried forward to 1<sup>st</sup> January 2025**

Barclays current account	18,997	
Barclays deposit account	<u>25,632</u>	44,629

Signed .....  .....

William Stone Bsc (Hons)

Date 19/10/2025

I certify that I have examined these accounts and other records for the period ending 31<sup>st</sup> December 2024

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 expenditure has been properly incurred.

Signed .....  .....

Date 19/10/2025

Address Little Mead Felcourt Road  
Lingfield  
RH19 2LF



## St. Paulinus Pre-school Group

### Income and Expenditure Statement 2024

From 1<sup>st</sup> January 2024 to 31<sup>st</sup> December 2024

<b>Income</b>	<b>2023</b>	<b>2024</b>
Fees received	8,989	3,171
KCC funding	42,203	68,122
Lunch club	829	1,770
Donations/commission	450	1,066
Consumables	923	3,654
Bank interest	195	315
<b>TOTAL INCOME</b>	<b>53,589</b>	<b>78,098</b>
<b>Expenditure</b>		
Wages	41,838	56,839
Pension	960	1,344
Supplies/materials	898	1,724
Training	380	120
Sundries	91	38
Professional fees	237	337
Hall hire	4,664	4,875
Large Purchase	0	661
Insurance	637	495
Signage/website	84	84
<b>TOTAL EXPENDITURE</b>	<b>49,789</b>	<b>66,517</b>
<b>Net surplus</b>	<b>£3,800</b>	<b>£11,581</b>

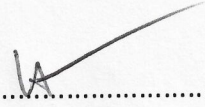


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**Balance carried forward to 1<sup>st</sup> January 2025**

Barclays current account	18,997	
Barclays deposit account	<u>25,632</u>	44,629

Signed ..... 

Date 14/10/2025

William Stone Bsc (Hons)

I certify that I have examined these accounts and other records for the period ending 31<sup>st</sup> December 2024

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 expenditure has been properly incurred.

Signed ..... 

Date 14/10/2025

Address Little Mead, Felcourt Road  
Lingfield  
RM19 2LF