

Kids United Pre-School

England & Wales · Charity number 1099951

Details

Other names KIDS UNITED PLAYGROUP

Status Registered

Legal form Other

Registered 2003-10-09

Register [View on the Charity Commission register](#)

Contact

Address Tolworth United Reformed Church
Elgar Avenue
Surbiton
KT5 9JR

Phone 07928102614

Email kids-united@hotmail.co.uk

Activities

Objects: TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN PRIMARILY UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS

Activities: sessional daycare

Classification

- **How:** Provides Human Resources
- **What:** Education/training
- **Who:** Children/young People

Geography

- Kingston Upon Thames

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£79,574	£72,648	-	-
2024-08-31	£65,263	£62,076	-	-
2023-08-31	£58,211	£65,167	-	-
2022-08-31	£58,871	£61,835	-	-
2021-08-31	£69,856	£66,068	-	-

Trustees

Name	Role	Appointed
MRS C TANNER	Chair	
Claire Richardson		2018-11-12
Emily Luscombe		2020-11-24
LESLEY HARTT		

Kids United Pre-School

England & Wales - Charity number 1099951

Accounts

Kids United Pre-School

Annual General Meeting

28th November 2025

Present:

Paula Thompson - Pre-School Manager
Emily Luscombe - Committee Treasurer
Andrea Greenwood - Parent
Dayana Antonova - Parent
Michelle Stone - Parent
Gayathiri Manoj - Parent
Kelli Masters - Parent
Muhammad Wagas - Parent

Apologies:

Cath Tanner - Chair
Lesley Hartt - Secretary
Carolyn Versey - Committee member

1. Introduction and Welcome

Emily, in the chair's absence, gave apologies from committee members and welcomed everyone to the AGM, thanking those present; explaining an AGM is a statutory requirement as Kids United Pre-school is a registered charity.

2. Chairperson's Report

Emily formally thanked Paula, the pre-school manager and the Kids United team for their hard work over the last academic year.

Emily announced that Paula will be retiring at the end of the summer term next year after 23 years as manager at Kids United. Paula said it had been a difficult decision but felt the time was now right for her, her family, and the pre-school.

Emily explained that none of the current leadership team wanted to take on the role and that the committee were exploring all routes and possibilities. The position is more of a vocational role/ job but could be a job share with split responsibilities; with one manager running day to day responsibilities alongside a business manager. The committee are currently putting an advert together to go out as soon as possible.

Emily highlighted that if unable to recruit a new manager the future of Kids United was at risk. And that a succession plan was needed. Parents all expressed how they would like the pre-school to continue and discussions followed as to how they could support the pre-school increase the number of children attending. A parent, with an early years qualification, expressed a possible interest in being a business partner working from home.

Ideas included:

- sharing the job advert with parents for them to put on their social media,
- along with a photo of the setting again for parents' social media to advertise Kids United
- Leaflet dropping in local roads to advertise places

3. Financial Report

Paula presented the financial report for the 2024/25 academic year, highlighting a profit of £6,925.76 but that it was quite a small margin. Paula also explained that £5,233.76 had been paid into the account but payments were for 25/ 26 funding/ fees. A bank balance of £48,641.89 was carried over to the 2025/20256 academic and financial year.

Discussions centred upon financial sustainability following the pressures of low numbers, shortfall from under funding and increased National Minimum wage and national insurance contributions.

Dayana asked whether we had investigated sponsorship. Paula thought that sponsorship was only available for specific projects and not general funding. Dayana stated she had contacts with some charities and would investigate option further. She also offered to look into getting food donations for snack time.

Parents also asked whether they could claim the full 15hrs funding even if they didn't use all the hours. Paula explained that no they couldn't and that she could only claim for actual hours attended.

Muhammad suggested that there was a donation box in the corridor so that parents could donate as and when they were able. Paula also explained that donations could also be made online.

Andrea offered to do face painting at the Christmas party for which parents could make a small donation.

Paula thanked everyone for their ideas and will put them in an email to all parents.

4. Nomination and Election of Committee Members

The current committee members are:

Cath Tanner - Chair

Emily Luscombe - Treasurer

Lesley Hartt - Secretary

Carolyn Versey - committee member

and they are happy to stay on.

New committee members welcomed, we meet once a half term, normally over zoom for 1.5-2 hours on a Monday or Tuesday. Within each meeting we review previous meeting minutes, policies,

fundraising, finances, staff wages, any new legislation as well as anything else that Paula needs to discuss.

A DBS check is required and Ofsted will check suitability.

5. Any other business

There was no other business.

The AGM was concluded with Emily thanking everyone for their attendance.

Kids United

Treasurers Report 2024 - 2025

AGM - 28th November '25

	2024/ 2025	2023/2024	% change
Balance brought forward	£36,482.37	£33,294.95	

Receipts

Fees	£77,096.11	£60,906.37	27%
Voluntary contribution	£136.00	£624.00	-78%
Grants	£0.00	£0.00	0%
Fundraising	£934.50	£65.00	1338%
Trips	£0.00	£0.00	0%
Uniform	£365.00	£270.00	35%
Donation	£30.00	£10.00	200%
Sundries	£1,012.53	£0.00	0%
Total receipts for year	£79,574.14	£65,263.36	22%

Payments

Salaries	£57,227.62	£48,919.18	17%
Rent & rates	£10,064.00	£9,996.00	1%
Staff Training	£238.40	£0.00	0%
Pension	£1,640.71	£928.41	77%
Tax, Insurance & Membership	£1,586.09	£1,026.95	54%
Equipment & supplies	£486.68	£150.25	224%
Uniform	£583.59	£365.03	
Trips	£0.00	£0.00	0%
Catering	£0.00	£9.50	0%
Refunds	£78.00	£0.00	
Office costs	£743.29	£680.62	9%
Total payments for year	£72,648.38	£62,075.94	17%

	£6,925.76	£3,187.42	
Total balance carried forward	£43,408.13	£36,482.37	19%

Independent examiner's report and statement

Respective responsibilities of trustees and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 43 (3) (a) of the Act);
- Follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43 (7) (b) of the Act); and
- State whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name COLIN STEVENSON

Signed C.A. Hey

Date 1/4/20

Relevant professional qualification or body (if any)

ICAEW

Address

29 GREENWAYS
ESHAM
SURREY
KT10 0BJ

Kids United Pre-School

England & Wales - Charity number 1099951

Accounts

Kids United Pre-School

Annual General Meeting

29th November 2024

Present:

Cath Tanner - Committee Chair
Paula Thompson - Pre-School Manager
Emily Luscombe - Committee Treasurer
Lesley Hartt - Committee Secretary
Rio Edwin - Parent
Michelle Stone - Parent
Siobhan Murtagh - Parent
Carolyn Versey - Parent

1. Introduction and Welcome

Cath, as chair of the committee, introduced the committee members and welcomed everyone to the AGM, thanking those present; explaining an AGM is a statutory requirement as Kids United Pre-school is a registered charity.

One of our committee members, Claire Richardson is currently taking a break from the committee and hopes to return in the future.

2. Chairperson's Report

Cath formally thanked Paula, the pre-school manager and the Kids United team for their hard work over the last academic year.

Paula summarised the current situation regarding low numbers of children attending the setting and the financial pressure it put on the pre-school. Post covid, the pre-school has had fewer children on the register compared to pre covid. Kingston Early Years has assured Paula that demand for pre-schools exist in Kingston, but Paula is unsure where the children are. Rio, one of the parents attending said that Kids United was not included on the Kingston Achieving for Children pre-school setting list. Siobhan only found out about Kids United by walking past the hall and seeing the banner.

Prior to the AGM, Paula had asked for parental and carer feedback on the pre-school. The feedback formed the basis of discussion during the AGM:

- The social media presence needs to be improved and kept up to date for a new audience; Siobhan, Carolyn and Rio happy to help the staff with set-up / training. Rio has a camera the pre-school could borrow for good quality photos.
 - Ensure the website is up to date, improve the photo gallery and use real photos to show the incredible thought which goes into the activities and provision. Highlight a couple of case studies to show how funded hours can be

used, such as for sessions as well as lunch clubs or split hours between Kids United and childminders. Obtain more up to date parental reviews.

- Create an Instagram page, parents can drive this and hand over to the staff
- Kids United already has a Facebook account, but it needs to be set up with Kids United work email instead of Paula's contact details. This will enable staff to upload more easily and for the Facebook and Instagram accounts to be linked. Carolyn is happy to look at linking Facebook and Instagram.
- Post on local Facebook groups to raise awareness of the pre-school, e.g. 'Surbiton Neighbourhood' and 'South of the borough'
- Paula will poll parents via WhatsApp to confirm permission for photos of the children to be used. Parents and prospective parents want to see children having fun and view activities from the curriculum, such as 'today we are focusing upon...'
- Parents feel that their children benefit from the smaller numbers of children attending the setting and the Kids United should promote this aspect of the provision.
- Is it possible to decorate the corridor which parents wait in?
 - First impressions are important, could it be made more colourful/redecorated by either the pre-school (staff/volunteers) or the church? Can the noticeboard show our 'learning this week', also consider that this acts as marketing viewed by other hall users - such as the Wednesday parent and toddler group.
- Could the pre-school open on a Wednesday?
 - The Church will not move the parent & toddler group from its Wednesday morning slot. It would be very difficult for Kids United to use the alternative Elgar Hall as all the equipment is on the Raeburn Hall side.
- Actions for Paula
 - Paula to WhatsApp parents for quotes to use on the pre-school website
 - Paula will ask parents for any social media support they can provide
 - Contact United Reform Church regarding redecorating the corridor

A discussion was held on the expansion of funding entitlement, whereby eligible working parents with children from 9 months and above will receive up to 30 hours of free childcare per week, effective September 2025. Concern is that numbers could drop further as Kids United is unable to offer the full 30 hours of funded childcare.

- Actions for Paula

- Survey existing parents with a potential offering of 9.15am-2.15pm Mon/Tues/Thurs/Fri, providing up to 20 hours a week. Gauge whether eligible parents would want to stay with Kids United or look for settings offering 30 hours a week.
- Consider when to hold planning meetings, observation related discussions with the staff. These meetings normally happen on a Thursday afternoon.

3. Treasurer's Report

Paula presented the financial report for the 2023/24 academic year, highlighting a profit of £3,187.42. A bank balance of £36,482.37 was carried over to the 2024/2025 academic and financial year.

Discussions centred upon financial sustainability and the need to mitigate the 63% drop in voluntary contributions compared with 2023/24. Income for the pre-school is in effect dictated by the government and the setting is unable to chase voluntary contributions, as the childcare is 'free at point of access' for those eligible children. The suggested voluntary contribution is currently set at £6 per session for funded 3 & 4-year-olds who had not joined under the government's 'disadvantaged 2-year-old' criteria. Only a couple of parents paid the voluntary contribution during 2023/24. The committee is of the opinion the setting needs more financial resilience. Suggestions during the AGM were as follows:

- Link the voluntary contribution payment to 'financial sustainability', rename the payment
- The current £6/session - which equates to approximately £150 per half term for children attending all 4 sessions a week, was felt to be too high. More people are likely to contribute if it was more affordable. The committee will discuss and set the suggested payment at the next committee meeting
- If eligible, then parents can claim tax back from the voluntary contributions. Paula to flag this to parents.

Paula re-iterated that Kids United pre-school is a charity, it is not owned by anyone and is committee run. Any money the pre-school makes in profit is re-invested. In the event of closure, Kids United would fulfil its legal requirements, paying any outstanding rent and redundancy payments to the eligible staff. Any remaining money within the bank account, toys and equipment would then be transferred to a similar charitable pre-school setting.

It was also felt that the setting should charge a regular fee for the fruit and other healthy snacks made available to the children each day.

- Children benefit from the social aspect of snack time
- Food includes fruit, breadsticks, cheese, crackers, water and milk
- Staff will share photos to promote and raise awareness of snack time
- Paula will buy little stickers 'Today I Tried...'

- Picky eaters more likely to try new foods to join in with their friends

Kids United should also consider asking for monetary and physical donations for craft activities/supplies.

- Paula to message parents, perhaps they have items their children no longer use
- Paula to look at setting up an amazon wish list, parents could buy items, e.g. pens, books and then donate

Fundraising activities were also discussed, as fundraising fell by 92%, from £772.40 in 2022/23 to only £65 in 2023/24. There will be a concerted effort this year, including:

- Art gallery, each child gets a canvas with a little stand, all their own abstract art for their parents to buy. Parents will opt-in to this activity and pay upfront. Any children not taking part will still get to produce artwork, but on paper instead.
- Sponsored bounce, Carolyn has a bouncy castle suitable for 2-5-year-olds which Kids United can borrow. The sponsored bounce is always very popular and normally raises a substantial amount of money. There will also be a small trampoline for the children to use if they prefer.
- Select from previously enjoyed fundraising events such as cake sales, pyjama day, fancy dress day and a crazy hair day

4. Nomination and Election of Committee Members

The current committee members are:

Cath Tanner - Chair

Emily Luscombe - Treasurer

Lesley Hartt - Secretary

and they are happy to stay on.

Claire Richardson is currently taking a break and will hopefully return.

New committee members welcomed, we meet once a half term, normally over zoom for 1.5-2 hours on a Monday or Tuesday. Within each meeting we review previous meeting minutes, policies, fundraising, finances, staff wages, any new legislation as well as anything else that Paula needs to discuss.

A DBS check is required and Ofsted will check suitability.

Both Siobhan and Carolyn expressed an interest in joining the committee. Michelle is also happy to review policies.

5. Any other business

Kids United was OFSTED inspected in June 2024 and maintained the 'GOOD' status. Paula will ensure the Kids United website is updated to link to the latest OFSTED report. The notice board will also be updated to reflect the most recent report. Paula very pleased with the inspection, the inspector frequently checked upon the wellbeing of the staff during the inspection.

The children will have a Christmas party on the last day of term, with a visit and present from Father Christmas. It was felt that a suggested payment of £2 per child was fair. Cath will donate children's books for Paula to use as presents.

There are currently 10-12 children in each session, Kids United is registered to take up to 32 with OFSTED. The perfect point is 24-26 children per session. Most of the children are taking their full 4 sessions a week, but Paula will let the others know they can request extra ad-hoc sessions for the session price of £25. Paula will also let parents know they can add on extra paid lunch clubs as well. Ideally parents would give as much notice as possible, but in emergencies they could enquire on the day. At present there is flexibility because the staff to child ratios would still be met.

Rio enquired whether lunch clubs could run on Tuesday and Thursdays (at present they run Monday and Fridays). Paula will check with the staff first and confirm the hall is free; offering a Tuesday would be manageable but Thursdays are more difficult as the planning and staff meetings take place then. Would need 6 or so children for the lunch club to be viable. Could introduce the Tuesday lunch club in the Spring term. The cost would be £15 per lunch club for anyone who has already used up their funded hours.

The AGM was concluded with Paula thanking everyone for their attendance.

Kids United

Treasurers Report 2023 2024

AGM - 29th November 2024

	2023/ 2024	2022/2023	% change
Balance brought forward	£33,294.95	£40,251.72	

Receipts

Fees	£60,906.37	£54,639.26	11%
Voluntary contribution	£624.00	£1,686.00	-63%
Grants	£3,387.99	£0.00	0%
Fundraising	£65.00	£772.40	-92%
Trips	£0.00	£0.00	0%
Uniform	£270.00	£125.00	116%
Donation	£10.00	£119.00	-92%
Sundries	£0.00	£0.00	0%
Total receipts for year	£65,263.36	£58,210.66	12%

Payments

Salaries	£48,919.18	£51,321.79	-5%
Rent & rates	£9,996.00	£9,292.00	8%
Staff Training	£0.00	£0.00	0%
Pension	£928.41	£1,026.88	-10%
Tax, Insurance & Membership	£1,026.95	£1,539.64	-33%
Equipment & supplies	£150.25	£523.70	-71%
Uniform	£365.03	£307.06	
Trips	£0.00	£0.00	0%
Catering	£9.50	£21.32	0%
Cost of fundraising/ Refunds	£0.00	£251.00	
Office costs	£680.62	£1,532.33	-56%
Total payments for year	£62,075.94	£65,167.43	-5%

	£3,187.42	-£6,956.77	
Total balance carried forward	£36,482.37	£33,294.95	10%

Independent examiner's report and statement

Respective responsibilities of trustees and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 43 (3) (a) of the Act);
- Follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43 (7) (b) of the Act); and
- State whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name *MRS Lesley Mould*

Signed

L Mould

Date *6/6/2025*

Relevant professional qualification or body (if any)

Retired

Address

*3 EARLE GARDENS
KINGSTON UPON THAMES
SURREY
KT2 5TB*

Kids United Pre-School

England & Wales - Charity number 1099951

Accounts

Kids United Pre-School

Annual General Meeting

24th November 2023

Present:

Cath Tanner - Committee Chair
Paula Thompson - Pre-School Manager
Emily Luscombe - Committee Treasurer
Lesley Hartt - Committee Secretary
Roger Jones - Church Minister, Tolworth Reform Church
Lily Beswick - Parent
Heather Lucas Brown - Grandparent

Apologies

Claire Richardson - Committee member

1. Introduction and Welcome

Paula, the Pre-school Manager introduced and welcomed everyone to the AGM, thanking those present; explaining an AGM is a statutory requirement as Kids United Pre-school is a registered charity. Kids United has been operating for over 20 years, opening on 6th October 2003, and obtaining Ofsted registration on 29th October 2003.

2. Chairperson's Report

Cath, as Chair of the committee, reflected upon changes the setting has seen since formation, back in 2003. The pre-school operates 4 days a week (9.15am-12.15pm), including twice-weekly lunch-clubs (12.15-1.45pm) to offer 15 funded hours for those eligible, and benefits from a consistent staff team. The pre-school is usually served well with the number of children on the register, however last year the numbers were low, and this year are worryingly low.

Cath detailed the responsibilities of the committee, meeting a minimum of once a term to discuss the pre-school.

Finance is one of the areas which the committee looks at and Cath raised the challenging financial situation affecting sessional settings that do not offer full-time 8am-6pm nursery care which an increasing number of families are looking for. The forthcoming minimum wage increase in April 2024 will also affect financial sustainability.

A discussion was held with regards to the government increase to 30 funded hours for eligible children (currently 3 - 4-year-olds) and what Kids United could offer. Paula had previously enquired how much extra rent the church would want if the pre-school opened 9.15am-2.15pm four days a week but had not heard back. Operating between 9.15am-2.15pm would give parents the option of taking up to 20 hours in funding as well as enabling staff to pick their children up from school. The

12.15pm pick-up will still be needed for those only eligible for 15 hours. Roger will raise the question of longer opening times at the next Church Elders meeting on 3rd January 2024.

Paula will poll current parents to gauge who would take up extra hours. If only a few children sign up, then not all staff will need to work the increased hours each day.

Paula went through the future changes when children become eligible for funding, stating the setting's financial position is dictated by government:

- April 2024 - 2-year-olds of working parents accessing 15 hours funding.
- September 2024 - all children 9 months and above of working parents accessing 15 hours funding.
- September 2025 - funding increasing to 30 hours for children 9 months and above of working parents.
- Working parents need to work a minimum of 16 hours to qualify; income also impacts eligibility.

Heather, a grandparent, raised a lack of awareness of Kids United at other drop-in settings she visits and thinks other grandparents looking after their grandchildren may welcome dropping off children at Kids United. We need to tap into people that do not want the long day-care sessions.

This led to a discussion about linking into other local drop-in groups and raising awareness. Paula will provide updated leaflets with the aim of distributing to:

- Wednesday mother and toddler group run by the Tolworth Reform Church in the Raeburn Hall.
- Local Kingston child support officer
- Tolworth Reform Church groups working with Ukrainian and Korean families.
- Various children centres on/near the K2 bus route.
- Surbiton and other local libraries, including displaying a poster.

Paula will ask current parents if they can drop leaflets off at any other drop-in groups they attend.

Paula is of the opinion that many parents are waiting for the 3-year-old funding to be applicable but then taking fewer sessions. Paula also believes Kids United is the most expensive in the area for fee paying rates.

This led to a conversation about the government funding rate being lower than the session cost and the forthcoming increase in the minimum wage in April 2024. The government increased the funding rates for the current and spring term, but no indication of rates post-April 2024. Many settings are struggling or closing. Paula has spoken with Kingston Early Years, who estimate Kingston is short of 100 places if all possible 2-year-olds take up their places when eligible. However, the birth rate is falling, and many families appear to be moving out of Kingston to cheaper areas as part of new post covid working patterns.

Emily raised the topic of other local pre-school settings with low numbers. Paula will contact the manager of Noah's Ark, as their September numbers had been low. Purely hypothetical, but perhaps there is something both settings can do to help each other, as Noah's Ark already offers 30 hours compared to Kids United's current 15 hours.

Kids United's Ofsted registration states we can take up to 32 children per session, however 26-28 is the ideal. If the sessions did increase to 9.15am-2.15pm and the numbers increased, then Kids United would be able to pay for the additional 2 hours in rent. Roger will include this with his conversations with the Church Elders. The pre-school is currently unable to afford future rent increases.

The clarity of the leaflets was raised, with the need to include the opening hours and the fact adults do not need to stay with the children. Could a sentence be added to include special education need provision. There was a discussion about wording, the different terminology of playgroups / pre-schools / nurseries and people's expectations of what a particular setting provides. Roger will provide Paula with a link to printing companies he has used.

Roger raised the subject of grants as Kids United is a charity. There may be organisations that offer grants which the pre-school can apply for. Kids United has received grants in the past to support various children.

3. Treasurer's Report

Paula presented the financial report for the 2022/23 academic year, highlighting a loss of £6,956.77.

A member of staff has been on maternity leave and Paula has so far been unable to claim the £4,000 owed from HMRC. Paula has the phone within the queue to be answered but in the end the phone battery has run out. Re-calling the line resets the position in the queue. As a matter of urgency Paula will use a mobile to phone instead, as this can be left plugged into a charger. The downside to using a mobile is that it will incur charges to call the line. Paula was able to recoup some of the maternity costs from tax owed to HMRC which explains the 45% drop in tax, insurance & membership in 2022/23. Once the £4,000 payment is received, even though it will be reflected in the 2023/24 accounting period, it will in effect mean the 2022/23 loss will be comparable to the 2021/22 period.

The pre-school also benefitted from fundraising activities, with parents invited to give donations towards activities.

Headlines for the current 2023/24 financial year:

- As of 24th November 2023, approximately £35,000 is in the HSBC bank account.
- Adjusting for the current £2k operating surplus, once November & December wages, as well as this $\frac{1}{2}$ term rent is paid out, the pre-school will be down £7k to £8k for the financial year. No further income due in until fees / funding received in the spring term.
- Committee will hold a separate meeting in January to discuss the financial situation.
- No voluntary donations received so far.

- Fundraising has been positive, with a crazy hair day raising £35. Kids United will also hold a Christmas jumper day. Emily asked whether artwork or handprints will be made for Christmas presents to raise money; Paula said nothing has been arranged so far.
- There are only 12 children on the register: 11 attending on Mondays and Tuesdays / 8 attending on Thursdays and Fridays. Three new starters enrolled for January 2024.
- Discussed that parents can access extra sessions/extra lunch clubs, but they would be chargeable. To claim government funding, it would have to become a regular session and not ad-hoc. Heather said she had not realised ad-hoc sessions was a possibility. Paula will let parents know using email / WhatsApp.
- Considering offering 1 day only options to raise numbers.

4. Nomination and Election of Committee Members

The current committee members are:

Cath Tanner - Chair

Emily Luscombe - Treasurer

Lesley Hartt - Secretary

Claire Richardson

and they are happy to stay on.

5. Question Time

No further questions were asked.

The AGM was concluded with Paula thanking everyone for their attendance.

Kids United

Treasurers Report 2022/2023

AGM - 24th November 2023

	2022/2023	2021/2022	% change
Balance brought forward	£40,251.72	£43,215.31	-7%

Receipts

Fees	54,639.26	£56,468.81	-3%
Voluntary contribution	£1,686.00	£1,818.30	-7%
Grants	£0.00	£0.00	0%
Fundraising	£772.40	£165.17	368%
Trips	£0.00	£0.00	0%
Uniform	£125.00	£150.00	-17%
Donation	£119.00	£23.00	417%
Sundries	£0.00	£0.00	0%
Total receipts for year	£58,210.66	£58,871.28	-1%

Payments

Salaries	£51,321.79	£47,293.10	9%
Rent & rates	£9,292.00	£10,020.00	-7%
Staff Training	£0.00	£144.00	-100%
Pension	£1,026.88	£1,009.95	2%
Tax, Insurance & Membership	£1,539.64	£2,804.89	-45%
Equipment & supplies	£523.70	£433.32	21%
Uniform	£307.06	£0.00	
Trips	£0.00	£0.00	0%
Catering	£21.32	£0.00	
Cost of fundraising/ Refunds	£251.00	£0.00	
Office costs	£1,532.33	£1,134.39	35%
Total payments for year	£65,167.43	£61,834.87	5%

	-£6,956.77	-£2,963.59	135%
Total balance carried forward	£33,294.95	£40,251.72	-17%

Independent examiner's report and statement

Respective responsibilities of trustees and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

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- Follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43 (7) (b) of the Act); and
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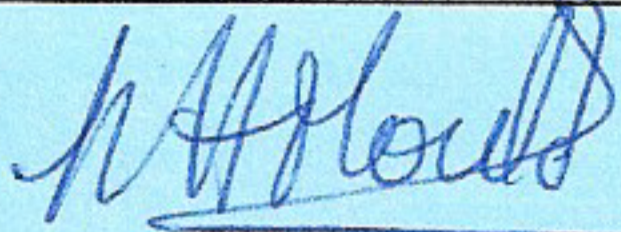
Basis of independent examiner's statement

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Independent examiner's statement

In connection with my examination, no matter has come to my attention

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name	Mrs Lesley Mould	Signed		Date	12/3/2014
Relevant professional qualification or body (if any)		Address	3 EARLE GARDENS KINGSTON UPON THAMES KT2 5TB		

Kids United Pre-School

England & Wales - Charity number 1099951

Accounts

Kids United Pre-School Annual General Meeting 2022

AGM minutes

2 December 2022

Attendees

- Paula Thompson
- Emily Luscombe (Treasurer)
- Claire Richardson
- Ruth Geach
- Marielle Bayliss - Parent
- Dina Alhayek - Parent
- Heather Lucas-Brown - Parent
- Chandana Kakarla - Parent
- Jolanda Shambrook - Parent

Apologies

- Cath Tanner (Chair)
- Lesley Hartt (Secretary)

1. Opening remarks incl. Chair's update

- It has been a year of two halves: positive to be back to normal post-covid, with a return to messy play activities and less rigorous cleaning!
- But big challenges with both staffing and child numbers (more below).
- The national issue of staff shortages has dominated KU; one staff member left this week but will not be replaced until child numbers are up. Current ratios of staff:child are comfortably within Ofsted requirements.
- We are undertaking more proactive marketing to increase numbers as we can no longer rely on word of mouth. Improvements this year include a new website, more active social media, production and circulation of flyers, and a new permanent sign on the outside wall above the entranceway.
- We appeal to parents to continue to help spread the word about our brilliant pre-school and suggest ways to raise awareness, after research suggests it is low awareness not reputation that is hitting our numbers.
- Suggested means for awareness-raising include:
 - o Flyers in Methodist Church (Emily); St Marks Church (?); St George's Church (?); Christ Church (Emily); Emmanuel Church (Claire)
 - o Distribute to local Twin groups incl Worcester Park (Marielle Bayliss)
 - o Circulate to parents to distribute and share on social (Paula)
 - o Ad in Berrylands Companion in February (Paula)
 - o Childcare.co.uk advert / profile (Paula)
 - o Flyer on our Facebook page (Ruth)

- Tables at school fairs, Surbiton Festival, Berrylands Festival (Committee)
- Claire to edit and print more flyers for distribution

2. Treasurers report

- The year ending August 2022 we closed with a deficit of £3,000. The bank account is still healthy but we cannot afford a similar loss in 2022/23. Currently our losses for the Autumn term look set to close at £4,000 down. If this continues the pre-school will not be sustainable.
- This is predominantly due to the shortfall in funding received from Kingston LA, plus the reduction in child numbers, and reduction in number of parents choosing to make the voluntary contribution.
- We also believe fewer parents are sending their child to pre-school due to work from home and the cost of living crisis.
- We currently have 10 open places per session that need to be filled.
- We will need to raise staff salaries in line with the 9.7% increase in the living wage tabled for April. We also anticipate a rise in hall rental fees in 2023. These costs will need to be passed on to parents in fees.
- Paula was keen to state that this is a charitable pre-school and unlike private pre-schools we do not set out to make a profit; however governance dictates that we cannot run at a heavy loss.

3. Fundraising planning

- We need to do more fundraising to help with pre-school costs. It was agreed that we need some parent volunteers to come together to help organize these.
- Sponsored bounce – Heather Lucas-Brown to ask friend to lend us the small bouncy castle
- Crazy Hair / pyjama / Xmas jumper day – Paula to organize for £1 donations
- Secrets Room (Chandana Kakarla) to share ideas from Grand Avenue
- Cake Sales
- Art production on canvas – display then sell to parents

4. Committee members

- Current committee are happy to stand again for 2022/23 year
- Parents are invited to either join, or work in smaller groups separate to the Committee on marketing and fundraising initiatives
- The Committee meet once per half term over Zoom or in person, for maximum of 2 hours. Predominantly to review policies and discuss operational issues. If you are interested please speak to Paula.
- NB We are legislated as a committee-run preschool so cannot run without the kind support of volunteer committee members.
- Attending mums to discuss setting up a Parents Whatsapp group to share information – like a class rep

5. AOB

- Timing of future AGMs was discussed; suggestions to extend lunch club day to hold the AGM at 12.30, or start it earlier at 9am. All to discuss further. Plan to survey parents after October half term to explore preferences for timing and in person or zoom.
- Paula to arrange more regular parent coffee mornings (Friday, 9.15am), the first in January, where parents will be invited to sign up for the marketing and / or events groups.

Kids United

Treasurers Report 2021/ 2022

AGM - 2ND DECEMBER 2022

	2021/ 2022	2020/2021	% change
Balance brought forward	£43,215.31	£39,427.50	

Receipts

Fees	£56,468.81	£56,903.04	-1%
Voluntary contribution	£1,818.30	£4,282.00	-58%
Grants	£0.00	£13,051.95	116%
Fundraising	£165.17	£958.31	-83%
Trips	£0.00	£0.00	0%
Uniform	£150.00	£220.00	-32%
Donation	£23.00	£420.00	-95%
Sundries	£0.00	£0.00	0%
Total receipts for year	£58,871.28	£69,856.00	-16%

Payments

Salaries	£47,293.10	£47,760.93	-1%
Rent & rates	£10,020.00	£9,206.00	9%
Staff Training	£144.00	£737.40	-80%
Pension	£1,009.95	£977.85	3%
Tax, Insurance & Membership	£2,804.89	£4,130.81	-32%
Equipment & supplies	£433.32	£1,592.54	-73%
Uniform	£0.00	£1,297.95	-100%
Trips	£0.00	£0.00	0%
Catering	£0.00	£0.00	0%
Cost of fundraising/ Refunds	£0.00	£119.20	-100%
Office costs	£1,134.39	£1,166.30	-3%
Total payments for year	£61,834.87	£66,068.19	-6%

	-£2,963.59	£3,787.81	
Total balance carried forward	£40,251.72	£43,215.31	-7%

Independent examiner's report and statement

Respective responsibilities of trustees and the examiner

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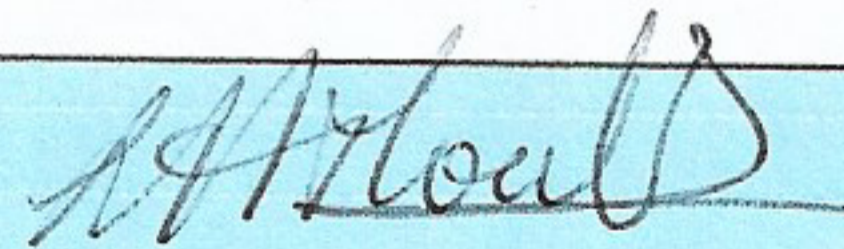
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Name MRS LESLE MOULD

Signed



Date 30/4/23

Relevant professional qualification or body (if any)

RETIRED

Address

3 EARLE GARDENS

KINGSTON UPON THAMES

KT2 5TB

Kids United Pre-School

England & Wales - Charity number 1099951

Accounts

Kids United Playgroup
Annual General Meeting
18th November 2021

Present:

Committee members

Cath Tanner - Chair

Paula Thompson - Playgroup Manager / Temporary Treasurer

Lesley Hartt - Secretary

Ruth Geach

Claire Richardson

Staff

Penny Durrant

Susan Hodgson

Parents

Madalina Florina

Kara Thomas

Vanessa Badham-Thornhill

1. Introduction and Welcome

Paula, the Playgroup Manager introduced and welcomed everyone to the AGM, thanking those present; explaining an AGM is required as Kids United Playgroup is a registered charity. A copy of the AGM meeting minutes as well as the annual accounts statement are registered each year with the Charities Commission. Due to COVID precautions, the AGM was held via Zoom.

The committee and parents on the call introduced themselves.

2. Chairperson's Report

Cath, as Chair of the committee, reflected upon changes the setting has seen since formation, back in 2003. Originally the focus was upon play, symbolised by the 'Kids United Playgroup' name, but expectations and requirements have changed and now it is a place to be educated.

Cath detailed the responsibilities of the committee, meeting a minimum of once a term to discuss the playgroup, financial position, staffing matters and governance policies.

Cath also touched upon the experience of the setting during the COVID pandemic believing the setting and staff had worked hard to manage this challenging time.

3. Treasurer's Report

Paula explained that Emily Luscombe will take over as treasurer as soon as the HSBC signatory process has been completed for the Kids United bank account.

Paula, as temporary treasurer, presented the financial report for the 2020/21 academic year, highlighting a profit of £3,787.81.

During the 2020/21 accounting period the setting benefitted from the furlough scheme and a one-off maternity pay reimbursement by HMRC relating to the previous 2019/20 financial period:

- £13,051.95 of grants received included the maternity related payment from HMRC as well as furlough received for staff. The treasurer explained that some members of staff remained on furlough when Kids United reopened. The setting ensured staff:child ratios were maintained while staff were furloughed.
- A significant number of parents paid voluntary contributions towards the running of the playgroup. The treasurer thanked parents for any donations they have made as they positively help the financial position of the setting. Parents are made aware of the voluntary contribution by letter once their child becomes eligible for funding. The treasurer reiterated that legally the setting is unable to chase or remind parents, any payments are purely voluntary.
- The £119.20 cost of fundraising/refunds reflected refunds of fees paid to parents. The setting closed for a week in March 2021 after a member of staff tested positive and all had to self-isolate as per government guidelines.

The treasurer gave the opportunity for questions relating to the 2020/21 accounts / financial position of the playgroup, but no questions were asked.

4. Nomination and Election of Committee Members

The current committee members are:

Cath Tanner - Chair

Lesley Hartt - Secretary

Emily Luscombe

Ruth Geach

Claire Richardson

and they are happy to stay on.

As mentioned previously the treasurer position will be taken up by committee member Emily Luscombe. A current parent has also expressed interest in joining the committee.

5. Playgroup Name Change

The Chair gave context behind the proposed name change of the setting to 'Kids United Pre-School':

- Perceptions differ between the terminology of 'playgroup' and 'pre-school'; playgroups are associated with mother and toddler sessions, whereas pre-schools reflect an educational setting. Equivalent settings are also using the pre-school terminology.
- Enquiries into the setting have been lower in recent years, with staff and committee members wondering whether the setting name and perceptions have put people off.

Prior to the AGM, Paula had asked for parental feedback on the proposed name change:

- One parent, unable to join the AGM, had given feedback that it would be a shame to change the name. Whereas the parents on the AGM all believed it would be a positive move to change to 'Kids United Pre-School'.
- Paula had already checked the Charities Commission register to confirm there is no other entity using 'Kids United Pre-School' as their registered name.
- Paula will update the setting name held with Kingston Early Years, OFSTED and HSBC.
- Staff are happy with the proposed name change.

Motion to change the name was approved unanimously at the AGM.

As of 18th November 2021, the setting will be known as Kids United Pre-School.

6. Website

Several committee members have been working upon a new website for the setting.

Ruth walked through the high-level areas of the proposed site, including a setting overview, the daily routine, information on the team, admissions, and a contact us page.

The committee would like to include pictures of children engaging in setting activities, as well as quotes from parents. Paula has recently sent letters for parents to provide permission for their children to be included within the website material.

Paula explained the old website was originally set up by an ex-parent, however the cost had increased over time and there was lack of control as any changes required email correspondence.

Paula thanked committee members Ruth and Claire for their ongoing work on the new website.

Paula asked for feedback on the new website:

- An existing parent would like to see term dates included within the new site.

There was also a discussion related to raising awareness of the setting. A parent detailed their experience of the Kingston Early Years primary school admissions process. Kids United does not appear within the drop-down list of settings their child has attended and must be manually typed within the 'other' category. Paula will contact Schools Admissions at Kingston Early Years to ensure Kids United is on their list.

7. Question Time

No further questions were asked.

The AGM was concluded with parents, staff and committee members thanked for their attendance.

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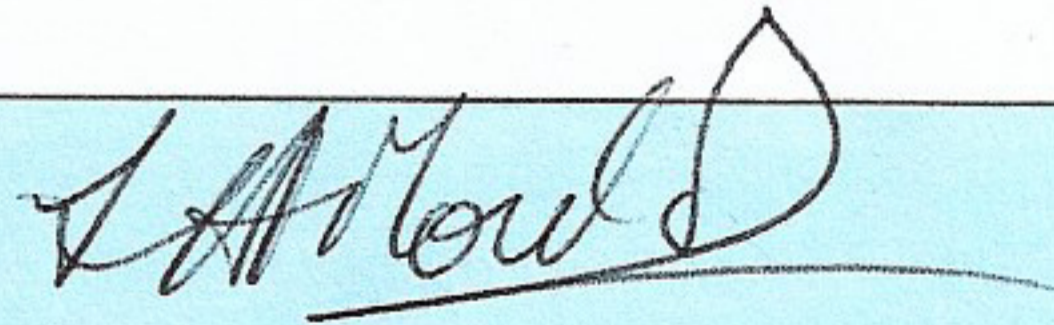
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Name **LESLEY MOULD**

Signed



Date **14/6/22**

Relevant professional qualification or body (if any)

Address

**3 EARLE GARDENS
KINGSTON UPON THAMES
KT2 5TB**