

Registered Number: 06025001  
Charity Number: 1118021

**KINGS HILL PRE-SCHOOL**  
**(A company limited by guarantee)**

**UNAUDITED**  
**DIRECTORS' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

**KINGS HILL PRE-SCHOOL**  
**(A company limited by guarantee)**

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**KINGS HILL PRE-SCHOOL**  
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

**Directors**

Sherri Revell  
Elizabeth Bengé  
Nicole Dixon  
Stephanie Guthrie  
Hanna Louise Woodfall  
Claire Marie Eastmead  
Catherine Coldwell  
Nicola Joanne Parker

**Company registered number**

6025001

**Charity registered number**

1118021

**Registered office**

70 Gibson Drive  
Kings Hill  
West Malling  
Kent ME19 4LG

**Company Secretary**

Mandy Karen Norman - appointed at 24th January 2024.  
Kirsty Johns - resigned at 17th April 2024.

**KINGS HILL PRE-SCHOOL**  
**(A company limited by guarantee)**

**DIRECTORS' REPORT**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

The Directors (who are also trustees of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of Kings Hill Pre-School (the company) for the year ended 31 August 2024. The Directors confirm that the Annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice FRS102 (effective January 2015), including the second edition of the FRS102 SORP that is effective for reporting periods beginning on or after 1 January 2019.

**Structure, governance and management**

**CONSTITUTION**

Kings Hill Pre-School was incorporated as a company limited by guarantee on 11 December 2006 (company number 6025001) and is governed by its memorandum and articles of association. The company is also registered as a charitable company limited by guarantee. The company is controlled by the Directors who also act as Trustees.

The company is constituted under a Trust deed and its registered charity number 1118021.

**ORGANISATIONAL STRUCTURE AND DECISION MAKING**

The charity laws are upheld by the company secretary with the treasurer ensuring the business remains financially viable. The Chair liaises with both parties on a regular basis. Day to day operations are overseen by the directors with major decisions decided by vote at committee meetings which take place every 4-6 weeks. The committee consists of directors and the manager of the Pre-School.

Directors are appointed by vote amongst members of the committee. No official training has been undertaken by the members. Advice has been sought from appropriate sources as and when matters beyond the capabilities of the committee have arisen.

**POLICIES AND OBJECTIVES**

In setting objectives and planning for activities, the directors have given due consideration to general guidance published by the charity commission relating to public benefit and in particular to its supplementary public benefit guidance on its facilities to those on low income.

The principal object of the company is to enhance the development and education of children primarily under statutory school age. There have been no changes in the objectives since the last annual report.

**Achievements and performance**

**REVIEW OF ACTIVITIES**

The pre-school is still as popular as ever and has again been at full capacity for the year. The waiting list continues to grow and new registrations for 2025, 2026 & 2027 are being received. We are continuing our talks with the Parish Council and Liberty Property Trust to expand the outside space we currently have alongside the expansion work of the community centre. We continue to accept the 30 hours government funding for eligible children.

**KINGS HILL PRE-SCHOOL**  
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**DIRECTORS' REPORT (continued)**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

**RESERVES POLICY**

Since opening we have managed to build a reserve fund in order to allow the pre-school to operate in leaner times. It is our aim to maintain a reserve fund to cover:

- at least three terms running costs (£45,000)
- staff redundancy (£2,000 for each year following 2 years opening)
- wear and tear of fixtures and fittings (£4,000 per year of opening)
- replacement of toys and equipment (£3,000 per year)

In preparing this report, the Directors have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Directors on 23rd September 2024 and signed on their behalf, by:

**Hanna Louise Woodfall**

**KINGS HILL PRE-SCHOOL**  
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**INDEPENDENT EXAMINER'S REPORT**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

**INDEPENDENT EXAMINER'S REPORT TO THE DIRECTORS OF KINGS HILL PRE-SCHOOL**

I report to the trustees on the financial statements of the company for the year ended 31 August 2024.

Having satisfied myself that the financial statements of the charity are not to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**INDEPENDENT EXAMINER'S STATEMENT**

I have completed my examination. I confirm that no matter has come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the charity as required by section 130 of the Charities Act, or
- (2) the financial statements do not accord with those records, or
- (3) the financial statements do 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, or
- (4) the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

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 financial statements to be reached.

**Signed:**



*Louis Whaley AFA; on behalf of LRK Accounting Limited*

**23/09/2024**

**Relevant professional qualification(s) or body:**

AFA, Institute of Financial Accountants (IFA)

**KINGS HILL PRE-SCHOOL**  
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**STATEMENT OF FINANCIAL ACTIVITIES**  
(Incorporating Income and Expenditure Account)  
**FOR THE YEAR ENDED 31 AUGUST 2024**

		Restricted Funds 2024 £	Unrestricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
	Note				
<b>INCOMING RESOURCES</b>					
Incoming resources from generated funds:					
Voluntary income	2	-	100	100	800
Activities for generating funds	3	-	732	732	714
Investment income	4	-	420	420	322
Incoming resources from charitable activities	5	-	212,051	212,051	194,698
<b>TOTAL INCOMING RESOURCES</b>		-	213,304	213,304	196,535
<b>RESOURCES EXPENDED</b>					
Costs of generating funds:					
Costs of generating voluntary income		-	-	-	-
Charitable activities	6	-	192,176	192,176	187,756
Governance costs	7	-	11,830	11,830	10,678
<b>TOTAL RESOURCES EXPENDED</b>		-	204,006	204,006	198,434
<b>MOVEMENT IN TOTAL FUNDS FOR THE YEAR - NET INCOME/(EXPENDITURE) FOR THE YEAR</b>		-	9,298	9,298 (	1,900)
<i>Total funds as at 1 September 2023</i>		-	85,574	85,574	87,474
<b>TOTAL FUNDS AT 31 AUGUST 2024</b>		-	94,871	94,871	85,574

The notes on pages 9 to 14 form part of these financial statements.

**KINGS HILL PRE-SCHOOL**  
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**BALANCE SHEET**  
**AS AT 31 AUGUST 2024**

	Note	£	2024 £	£	2023 £
<b>FIXED ASSETS</b>					
Tangible assets	10		<b>10,393</b>		<b>14,892</b>
<b>CURRENT ASSETS</b>					
Stock	12	-	-	-	-
Debtors	12	<b>1,692</b>		<b>1,523</b>	
Cash at bank and in hand		<b>85,289</b>		<b>72,329</b>	
		<b>86,981</b>		<b>73,852</b>	
<b>CREDITORS: amounts falling due within one year</b>	13	<b>( 2,503)</b>		<b>( 3,170)</b>	
<b>NET CURRENT ASSETS</b>			<b>84,478</b>		<b>70,682</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<b>94,871</b>		<b>85,574</b>
<b>CHARITY FUNDS</b>					
Restricted funds			-		-
Unrestricted funds			<b>94,871</b>		<b>85,574</b>
			<b>94,871</b>		<b>85,574</b>

The Directors consider that the company is entitled to exemption from the requirements to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 31 August 2024 and of its net resources expended for the year then ended in accordance with the requirements of section 477 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with the provisions of FRS 102 Section 1A - small entities.

The financial statements were approved by the Directors on 23rd September 2024 and signed on their behalf, by:

**Hanna Louise Woodfall**

The notes on pages 9 to 14 form part of these financial statements.



**KINGS HILL PRE-SCHOOL**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

**1. ACCOUNTING POLICIES**

**1.1 Basis of preparation of financial statements**

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, and in accordance with Section 1A of the Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and the Republic of Ireland and the Companies Act 2006. The financial statements have been prepared in accordance with the Statement of Recommended Practice SORP102 (effective 1 January 2015), applicable accounting standards and the Companies Act 2006.

**1.2 Company Status**

The company is a company limited by guarantee. The members of the company are the Directors named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

**1.3 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Directors in furtherance of the general objectives of the company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the company for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**1.4 Incoming resources**

All incoming resources are included in the Statement of Financial Activities which the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**1.5 Resources expended**

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

**KINGS HILL PRE-SCHOOL**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

**1. ACCOUNTING POLICIES (continued)**

**1.6 Tangible fixed assets and depreciation**

All assets costing more than £100 are capitalised.

Tangible fixed assets under the cost model are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures and fittings - 25% straight line

**2. VOLUNTARY INCOME**

	<b>Restricted Funds 2024</b>	<b>Unrestricted Funds 2024</b>	<b>Total Funds 2024</b>	<i>Total Funds 2023</i>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Donations	-	100	100	500
Grants	-	-	-	300
	-	100	100	800

**3. FUNDRAISING INCOME**

	<b>Restricted Funds 2024</b>	<b>Unrestricted Funds 2024</b>	<b>Total Funds 2024</b>	<i>Total Funds 2023</i>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fundraising activities	-	732	732	714
Commissions	-	-	-	-
	-	732	732	714

**4. INVESTMENT INCOME**

	<b>Restricted Funds 2024</b>	<b>Unrestricted Funds 2024</b>	<b>Total Funds 2024</b>	<i>Total Funds 2023</i>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Interest received	-	420	420	322

**KINGS HILL PRE-SCHOOL**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

**5. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

	<b>Restricted Funds 2024 £</b>	<b>Unrestricted Funds 2024 £</b>	<b>Total Funds 2024 £</b>	<i>Total Funds 2023 £</i>
Fees Government Funded	-	151,162	151,162	137,216
Parent Funding	-	34,688	34,688	49,766
Miscellaneous Funding	-	26,201	26,201	7,716
Subtotal	-	212,051	212,051	194,698
	-	212,051	212,051	194,698

**6. DIRECT COSTS**

	<b>Total 2024 £</b>	<i>Total 2023 £</i>
Play materials and equipment	2,211	4,104
Food & consumables	4,133	5,416
Staff training, welfare, travel & subs	2,013	2,504
Rent, rates and utilities	16,501	13,711
Repairs, maintenance and cleaning	2,262	2,084
General admin costs	4,490	3,359
Depreciation & profit on sale of assets (restricted)	-	-
Depreciation & profit on sale of assets (unrestricted)	5,119	5,101
Salary, National Ins and Pension	155,448	151,477
	192,176	187,756

**KINGS HILL PRE-SCHOOL**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2024**

**7. GOVERNANCE COSTS**

	Restricted Funds 2024 £	Unrestricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Auditors' remuneration	-	-	-	-
Independent examiners' fee	-	150	150	150
Professional fees	-	8,446	8,446	6,535
Insurance	-	3,110	3,110	3,869
Bank charges	-	124	124	124
	-	11,830	11,830	10,678

**8. NET EXPENDITURE**

This is stated after charging:

	2024 £	2023 £
Depreciation of tangible fixed assets & profit on sale: - owned by the charity	5,119	5,101

No remuneration is paid to the Directors for the services as trustees of the Company and no Directors have been reimbursed for expenses in the year.

**9. STAFF COSTS**

Staff costs were as follows:

	2024 £	2023 £
Salaries, National Ins & Pension costs	155,448	151,477
	155,448	151,477

The average monthly number of employees during the year was as follows:

No.	No.
9	10

No employee received remuneration amounting to more than £60,000 in either year.

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

**10. TANGIBLE FIXED ASSETS**

	Fixtures & fittings £
<b>Cost</b>	
At 1 September 2023	90,098
Additions	621
Disposals	-
At 31 August 2024	<u>90,719</u>
<b>Depreciation</b>	
At 1 September 2023	75,205
Charge for the year	5,119
On disposals	-
At 31 August 2024	<u>80,324</u>
<b>Net book value</b>	
At 31 August 2023	<u>14,892</u>
At 31 August 2024	<u>10,393</u>

**11. STOCK**

	2024 £	2023 £
Stock held	-	-
	<u>-</u>	<u>-</u>

**12. DEBTORS**

	2024 £	2023 £
Trade debtors	666	633
Other debtors	-	-
Prepayments	1,027	890
	<u>1,692</u>	<u>1,523</u>

**13. CREDITORS**

**Amounts falling due within one year**

	2024 £	2023 £
Accruals and deferred income	1,024	600
Trade Creditors	884	655
Credit Card	595	1,915
	<u>2,503</u>	<u>3,170</u>

**KINGS HILL PRE-SCHOOL**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

**14. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<b>Restricted Funds 2024 £</b>	<b>Unrestricted Funds 2024 £</b>	<b>Total Funds 2024 £</b>	<i>Total Funds 2023 £</i>
Tangible fixed assets	-	10,393	10,393	14,892
Current assets	-	86,981	86,981	73,852
Creditors due within one year	- (	2,503) (	2,503) (	3,170)
	-	94,871	94,871	85,574