

Company registration number: 07856560

Charity registration number: 1148519

Rotherfield Village Pre-School

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 August 2024

Rotherfield Village Pre-School

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Rotherfield Village Pre-School

Reference and Administrative Details

Charity Registration Number

1148519

Company Registration Number

07856560

The charity is incorporated in England and Wales.

Registered Office

Rotherfield Village Pre-school North Street
Rotherfield
Crowborough
TN6 3LX

Independent Examiner

Redshield Business Solutions Limited
Chartered Accountants
Suite 3, 1 - 3 Warren Court
Park Road
Crowborough
East Sussex
TN6 2QX

Rotherfield Village Pre-School

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 August 2024.

Objectives and activities

- Charity's Aim: To enhance the development and education of children under statutory school age by:
 - Offering inclusive early years education and care.
 - Encouraging community involvement, especially from parents and the local community..
 - Supporting family learning and promoting equal opportunities for all children regardless of background or ability.
- Affiliation: Operates in alignment with the Early Years Alliance.

Significant Activities

- Operated a nursery for pre-school children.
- Continued to claim Early Years Education Entitlement (EYEE) from East Sussex County Council.
- Supplemented income through parent-paid fees and fundraising activities to enhance facilities.

Public Benefit

- Trustees confirmed compliance with the Charity Commission's guidance on delivering public benefit.

.Achievements and Performance

- Ofsted Inspection (20 November 2019):
 - Rating: Outstanding
 - All assessed categories rated Outstanding:
 - Quality of education
 - Behaviour and attitudes
 - Personal development
 - Leadership and management
- Maintained Outstanding status from 2013 inspection.

Rotherfield Village Pre-School

Trustees' Report (continued)

Financial Review

- Financial Performance:
 - Surplus for 2024: £12,193
 - 2023: Deficit of £20,925
 - General reserves increased from £52,195 (2023) to £64,388 (2024).
- Trustees consider the current reserves sufficient to continue fulfilling the charity's objectives for 2024-2025.

Structure, Governance and Management

- Legal Status:
 - A charitable company limited by guarantee (Company No: 07856560, Charity No: 1148519).
 - Governed by its Articles of Association.
- Winding-up Clause:
 - On dissolution, any remaining assets must be transferred to a similar educational charity.
 - No distribution to members permitted.

Trustees and Governance

- Trustee Roles: Also serve as directors under the Companies Act.
- Minimum of 3 trustees required at all times.
- Retirement Terms:
 - After 5 annual meetings.
 - Or when their child leaves the pre-school.

New Trustees Appointed (2023–2024):

- Mr M Tear (1 Dec 2023)
- Mrs L C Argent (1 Feb 2024) Name change
- Mrs E F Papper (13 Mar 2024)
- Mr D E Papper (10 Aug 2024)

Rotherfield Village Pre-School

Trustees' Report (continued)

Resignations:

- Mrs C D'Arcy (1 January 2024)
- Mrs T Ashwell (10 August 2024)
- Mrs A F Hawkins (1 Jan 2025)

Risk Management

- Trustees regularly review risks and maintain internal controls to minimise fraud and errors

Statement of trustees' responsibilities

The trustees (who are also the directors of Rotherfield Village Pre-School for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Rotherfield Village Pre-School

Trustees' Report (continued)

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 20 June 2025 and signed on its behalf by:

C S Turner
Trustee

Rotherfield Village Pre-School

Independent Examiner's Report to the trustees of Rotherfield Village Pre-School ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the 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 matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Rotherfield Village Pre-School as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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 accounts 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 (FRS 102)].

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.

Juliet Morris FCA
Chartered Accountants
ICAEW

Suite 3, 1 - 3 Warren Court
Park Road
Crowborough
East Sussex
TN6 2QX

20 June 2025

Rotherfield Village Pre-School

Statement of Financial Activities for the Year Ended 31 August 2024 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2024 £
Income and Endowments from:			
Charitable activities	3	171,353	171,353
Other trading activities	4	4,835	4,835
Investment income	5	820	820
Total income		177,008	177,008
Expenditure on:			
Charitable activities	6	(164,815)	(164,815)
Total expenditure		(164,815)	(164,815)
Net income		12,193	12,193
Net movement in funds		12,193	12,193
Reconciliation of funds			
Total funds brought forward		52,195	52,195
Total funds carried forward	17	64,388	64,388

The notes on pages 9 to 17 form an integral part of these financial statements.

Rotherfield Village Pre-School

Statement of Financial Activities for the Year Ended 31 August 2024 (continued)

(Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2023 £
Income and Endowments from:			
Charitable activities	3	135,062	135,062
Other trading activities	4	1,972	1,972
Investment income	5	447	447
Total income		<u>137,481</u>	<u>137,481</u>
Expenditure on:			
Charitable activities	6	<u>(158,406)</u>	<u>(158,406)</u>
Total expenditure		<u>(158,406)</u>	<u>(158,406)</u>
Net expenditure		<u>(20,925)</u>	<u>(20,925)</u>
Net movement in funds		(20,925)	(20,925)
Reconciliation of funds			
Total funds brought forward		<u>73,120</u>	<u>73,120</u>
Total funds carried forward	17	<u>52,195</u>	<u>52,195</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2023 is shown in note 17.

The notes on pages 9 to 17 form an integral part of these financial statements.

Rotherfield Village Pre-School
(Registration number: 07856560)
Balance Sheet as at 31 August 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	13	538	575
Current assets			
Debtors	14	902	2,328
Cash at bank and in hand	15	67,369	57,131
		68,271	59,459
Creditors: Amounts falling due within one year	16	(4,421)	(7,839)
Net current assets		63,850	51,620
Net assets		64,388	52,195
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		64,388	52,195
Total funds	17	64,388	52,195

For the financial year ending 31 August 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 6 to 17 were approved by the trustees, and authorised for issue on 20 June 2025 and signed on their behalf by:

C S Turner
Trustee

The notes on pages 9 to 17 form an integral part of these financial statements.

Rotherfield Village Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2024

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:
Rotherfield Village Pre-school North Street
Rotherfield
Crowborough
TN6 3LX

These financial statements were authorised for issue by the trustees on 20 June 2025.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Rotherfield Village Pre-School meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Rotherfield Village Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2024 (continued)

2 Accounting policies (continued)

Income and endowments

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Rotherfield Village Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2024 (continued)

2 Accounting policies (continued)

Asset class	Depreciation method and rate
Fixtures and fittings	20% on cost
Computer equipment	20% on cost

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

3 Income from charitable activities

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Fees	72,722	72,722	50,889
Admissions	490	490	1,580
ESCC Funding	98,141	98,141	81,843
Grants receivable	-	-	750
	171,353	171,353	135,062
		Unrestricted funds General £	Total 2024 £
Nursery Services		171,353	171,353

Rotherfield Village Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2024 (continued)

3 Income from charitable activities (continued)

	Unrestricted funds General £	Total 2023 £
Nursery Services	135,062	135,062

4 Income from other trading activities

	Unrestricted funds General £	Total funds £
Fundraising	4,835	4,835
Total for 2024	4,835	4,835
Total for 2023	1,972	1,972

5 Investment income

	Unrestricted funds General £	Total funds £
Interest receivable and similar income; Interest receivable on bank deposits	820	820
Total for 2024	820	820
Total for 2023	447	447

Rotherfield Village Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2024 (continued)

6 Expenditure on charitable activities

	Note	Unrestricted funds General £	Total funds £
Staff costs		132,633	132,633
Direct costs of Nursery Services		5,924	5,924
Depreciation, amortisation and other similar costs		209	209
Allocated support costs	7	24,249	24,249
Governance costs	7	1,800	1,800
Total for 2024		164,815	164,815
Total for 2023		158,406	158,406

In addition to the expenditure analysed above, there are also governance costs of £1,800 (2023 - £2,904) which relate directly to charitable activities. See note 7 for further details.

7 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total funds £
Independent examiner fees		
Examination of the financial statements	1,800	1,800
Total for 2024	1,800	1,800
Total for 2023	2,904	2,904

Rotherfield Village Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2024 (continued)

8 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2024 £	2023 £
Depreciation of fixed assets	209	1,371

9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

10 Staff costs

The aggregate payroll costs were as follows:

	2024 £	2023 £
Staff costs during the year were:		
Wages and salaries	130,519	119,244
Pension costs	1,838	1,269
Other staff costs	276	633
	132,633	121,146

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2024 No	2023 No
Nursery staff	13	14

No employee received emoluments of more than £60,000 during the year.

11 Independent examiner's remuneration

	2024 £	2023 £
Examination of the financial statements	1,800	2,904

Rotherfield Village Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2024 (continued)

12 Taxation

The charity is a registered charity and is therefore exempt from taxation.

13 Tangible fixed assets

	Fixtures and fittings £	Computer equipment £	Total £
Cost			
At 1 September 2023	250	6,608	6,858
Additions	172	-	172
At 31 August 2024	422	6,608	7,030
Depreciation			
At 1 September 2023	50	6,233	6,283
Charge for the year	84	125	209
At 31 August 2024	134	6,358	6,492
Net book value			
At 31 August 2024	288	250	538
At 31 August 2023	200	375	575

14 Debtors

	2024 £	2023 £
Trade debtors	574	1,507
Prepayments	328	821
	902	2,328

15 Cash and cash equivalents

	2024 £	2023 £
Cash on hand	-	419
Cash at bank	67,369	56,712
	67,369	57,131

Rotherfield Village Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2024 (continued)

16 Creditors: amounts falling due within one year

	2024 £	2023 £
Other taxation and social security	570	1,015
Other creditors	376	2,481
Accruals	3,475	4,343
	<u>4,421</u>	<u>7,839</u>

17 Funds

	Balance at 1 September 2023 £	Incoming resources £	Resources expended £	Balance at 31 August 2024 £
Unrestricted funds				
General	52,195	177,008	(164,815)	64,388

	Balance at 1 September 2022 £	Incoming resources £	Resources expended £	Balance at 31 August 2023 £
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Unrestricted funds

General	<u>73,120</u>	<u>137,481</u>	<u>(158,406)</u>	<u>52,195</u>
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18 Analysis of net assets between funds

	Unrestricted funds General £	Total funds at 31 August 2024 £
Tangible fixed assets	538	538
Current assets	68,271	68,271
Current liabilities	<u>(4,421)</u>	<u>(4,421)</u>
Total net assets	<u>64,388</u>	<u>64,388</u>

Rotherfield Village Pre-School

Notes to the Financial Statements for the Year Ended 31 August 2024 (continued)

18 Analysis of net assets between funds (continued)

	Unrestricted funds General £	Total funds at 31 August 2023 £
Tangible fixed assets	575	575
Current assets	59,459	59,459
Current liabilities	<u>(7,839)</u>	<u>(7,839)</u>
Total net assets	<u>52,195</u>	<u>52,195</u>

Rotherfield Village Pre-School

Detailed Statement of Financial Activities for the Year Ended 31 August 2024

	Total 2024 £	Total 2023 £
Income and Endowments from:		
Charitable activities (analysed below)	171,353	135,062
Other trading activities (analysed below)	4,835	1,972
Investment income (analysed below)	820	447
Total income	<u>177,008</u>	<u>137,481</u>
Expenditure on:		
Charitable activities (analysed below)	<u>(164,815)</u>	<u>(158,406)</u>
Total expenditure	<u>(164,815)</u>	<u>(158,406)</u>
Net income/(expenditure)	<u>12,193</u>	<u>(20,925)</u>
Net movement in funds	12,193	(20,925)
Reconciliation of funds		
Total funds brought forward	<u>52,195</u>	<u>73,120</u>
Total funds carried forward	<u>64,388</u>	<u>52,195</u>

Rotherfield Village Pre-School

Detailed Statement of Financial Activities for the Year Ended 31 August 2024 (continued)

	Total 2024 £	Total 2023 £
<i>Charitable activities</i>		
Fees	72,722	50,889
Admissions	490	1,580
ESCC Funding	98,141	81,843
Grants receivable	-	750
	171,353	135,062
<i>Other trading activities</i>		
Appeals and donations	4,835	1,972
	4,835	1,972
<i>Investment income</i>		
Interest on cash deposits	820	447
	820	447
<i>Charitable activities</i>		
Direct costs	(5,924)	(8,570)
Wages and salaries	(130,519)	(119,244)
Staff pensions (Defined contribution)	(1,838)	(1,269)
Staff training	(613)	(1,645)
Recruitment	(276)	(633)
Rent and rates	(2,650)	(4,059)
Light, heat and power	(2,408)	(3,299)
Insurance	(980)	(896)
Repairs and maintenance	(7,418)	(5,798)
Telephone and fax	(1,167)	(755)
Computer software and maintenance costs	(1,193)	(859)
Printing, postage and stationery	(1,510)	(1,467)
Subscriptions	(1,065)	(599)
Sundry expenses	(1,804)	(1,507)
Advertising	(277)	(296)
Accountancy fees	(1,123)	(1,280)
Legal and professional fees	(1,912)	(1,832)
Bank charges	(129)	(123)
Depreciation of fixtures and fittings	(84)	(50)
Depreciation of office equipment	(125)	(1,321)
Independent examiner's fee	(1,800)	(2,904)
	(164,815)	(158,406)

This page does not form part of the statutory financial statements.