

MARSH GREEN PRE SCHOOL CIO

England & Wales · Charity number 1173155

Details

Status Registered

Legal form CIO

Registered 2017-05-24

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

Contact

Address Marsh Green Pre School
C/O St John's URC
Marsh Green Road
Edenbridge
Kent
TN8 5QR

Phone 01732 864553

Email marshgreenpreschool@gmail.com

Website <http://www.marshgreenpreschool.org.uk/home/default.asp>

Activities

Objects: THE AIMS OF THE PRE-SCHOOL ARE 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 AND BY:(A) OFFERING APPROPRIATE PLAY, EDUCATION AND CARE FACILITIES, FAMILY LEARNING AND EXTENDED HOURS GROUPS, TOGETHER WITH THE RIGHT OF PARENTS TO TAKE RESPONSIBILITY FOR AND TO BECOME INVOLVED IN THE ACTIVITIES OF SUCH GROUPS, ENSURING THAT SUCH GROUPS OFFER OPPORTUNITIES FOR ALL CHILDREN WHATEVER THEIR RACE, CULTURE, RELIGION, MEANS OR ABILITY(B) ENCOURAGING THE STUDY OF THE NEEDS OF SUCH CHILDREN AND THEIR FAMILIES AND PROMOTING PUBLIC INTEREST IN AND RECOGNITION OF SUCH NEEDS IN THE LOCAL AREAS(C) INSTIGATING AND ADHERING TO AND FURTHERING THE AIMS AND OBJECTS OF THE PRE-SCHOOL LEARNING ALLIANCE.

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

Classification

- **How:** Provides Advocacy/advice/information
- **What:** Education/training
- **Who:** Children/young People

Geography

- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£142,351	£123,078	-	-
2024-08-31	£133,662	£112,687	-	-
2023-08-31	£98,221	£111,700	-	-
2022-08-31	£86,080	£108,324	-	-
2021-08-31	£114,459	£84,541	-	-

Trustees

Name	Role	Appointed
Olivia Patricia Tee	Chair	2025-11-27
Caroline Burgess-Pike		2020-11-24
Clare Brewer		2023-01-25
Jennifer Patricia Smith		2023-05-09
Rebecca Shipp		2024-11-12

MARSH GREEN PRE SCHOOL CIO

England & Wales - Charity number 1173155

Accounts



TRUSTEES' ANNUAL REPORT - 27th NOVEMBER 2025

It's been another busy year at preschool, and the trustees are pleased to have been able to support the team through another successful year.

THE TEAM

The trustees would like to thank Rebecca Shipp for her outstanding management of the preschool, and we would also like to congratulate her on passing her Level 5 qualification with distinction. The skills she learned throughout her course will no doubt enable her to continue with strong leadership of the preschool as we head into the busy and exciting year ahead.

We would also like to thank Rebecca and the team for continuing to maintain a wonderful setting for the children, not only on a daily basis, but also your support for all children – including those with additional needs, and for the fantastic seasonal events and leavers activities.

We would also like to thank the whole team; Deputy Manager and SENCO Sophia, Julie, Lucy, Carly, Sam and Tayla for your continued dedication to the preschool.

Thank you also to Lin Larmer, our excellent Business Manager who ensures the preschool runs smoothly behind the scenes.

TRUSTEES

Thank you to my fellow trustees, Clare, Olivia and Jenny for your ongoing support of the preschool, and for always being so responsive when needed.

Sadly, I am stepping down as Chairperson today after a wonderful few years. However, I will be handing over to Olivia Tee, who will be taking my place as Chair, and I know I am leaving the role in very capable hands. I will continue to remain as a trustee, and to ensure a smooth handover process for Liv.

Over the past year the trustees' key priorities have included:

- Assisting Rebecca and Lin to help with decisions about the day to day running of the preschool
- Ensuring staff salaries are rewarded and recognised in line with inflation and performance
- Reviewing policies and procedures
- Assisting with emergency protocols when the preschool needed to close on two occasions, and approving other changes to schedule such as the last-minute change of plan for sports day.

Thank you again to the whole team and all the trustees.

Your level of commitment and hard work speaks volumes about the ongoing success of Marsh Green Preschool.

Caroline Burgess-Pike
Chairperson
November 2025

Marsh Green Pre-School

BALANCE SHEET

Accounts September 2024 - August 2025

Item	Income	Expenditure	Net Income
Main Income			
Session Fees + summer club	16390.51		16390.51
KCC Funding	123774.35		123774.35
KCC Funding (SENIF)	168.64		168.64
Other income: Fundraising & Grants	705.10		705.10
Savings Interest	1209.92		1209.92
Main Expenses			
Salary		97231.83	-97231.83
HMRC		4725.57	-4725.57
Pensions		3379.90	-3379.90
ext service providers		2395.00	-2395.00
Rent		5244.50	-5244.50
Subscriptions		1011.60	-1011.60
Insurance		835.43	-835.43
Snack Time		862.88	-862.88
Training & Course Fees		1100.00	-1100.00
Consumable Resources		2014.75	-2014.75
Equipment		3204.15	-3204.15
Uniform	102.50	502.74	-400.24
Hospitality/Staff		554.56	-554.56
banking charges		14.70	-14.70
TOTAL	142351.02	123077.61	19273.41
Balance B/F 1/9/2024	69807.35		
Income	142351.02		
Expenditure	123077.61		
		Current Account	13980.76
		Saving Accounts	75000.00
Uncleared Receipts	0.00	Petty Cash	100
Closing Balance	89080.76	Balance	89080.76
Difference	0.00		
Reconciled Bank	31/08/2025		
Reconciled Cash	31/08/2025		



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Marsh Green Pre-School CIO

**On accounts for the year
ended**

31st August 2025

**Charity no
(if any)** 1173155

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2025.

**Responsibilities and
basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

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.

Signed:

Date: 27/09/2025

Name:

Michael Musgrove

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

Address:

The Old Manse, Hever Road,
Edenbridge, Kent TN8 5NQ

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Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

[Large empty rectangular box for disclosure details]

MARSH GREEN PRE SCHOOL CIO

England & Wales - Charity number 1173155

Accounts



Marsh Green Pre-school

St John's Church, Marsh Green Road, Marsh Green, Nr Edenbridge, Kent TN8 5QR

Tel: 01732 864553 / 07811 987041 | Email: marshgreenpreschool@gmail.com
Website: www.marshgreenpreschool.org.uk



Marsh Green Annual General Meeting Tuesday 12 November 2024 Trustees Report

Thanks to our dedicated and wonderful team at the preschool, including manager Rebecca, Business Manager Lin and the whole team, the Trustees have again had a quiet and happy year.

THE TEAM

The trustees would like to thank Rebecca Shipp for her continued exceptional management of the preschool, which has meant not only is the preschool full, but the children have benefited from many great new initiatives such as the new literacy corner, and wonderful seasonal events such as the Christmas play, Easter Egg hunt and graduation ceremony for school leavers.

We would also like to thank the whole team; Deputy Manager Sophia, Julie, Lucy, Carly, Sam and Tayla for your continued dedication to the preschool, and for helping to make Marsh Green a highly regarded childcare setting.

Thank you also to Lin Larmer, our diligent and dedicated Business Manager who ensures the preschool runs smoothly behind the scenes.

TRUSTEES

We welcomed two new trustees this year; Clare Brewer and Olivia Tee, who are also current parents at Marsh Green Preschool.

A huge thank you to Clare, Olivia, Jenny and Mei for being such dedicated trustees.

Sadly we are due to say goodbye to Mei tonight as she steps down from her role as trustee. Mei, we would like to thank you for all you have done for Marsh Green Preschool, both in your role as trustee and as former business manager. Please do keep in touch!

I am also planning to hand over my reins as Chairperson in 2025. Sadly due to personal and work commitments, I feel I am no longer able to dedicate the time that this role deserves. I am therefore looking for a replacement Chair. If you are interested in taking on the role please do let me know. I will be stepping down by the end of the summer term, but it would be helpful to have our new Chair in place in the new year so I can help to provide a full handover with you. I will also remain a trustee at Marsh Green for the foreseeable future – I'm not ready to say goodbye yet even once my youngest child leaves for school in July 2025!

Over the past year the trustees' key priorities have included:

- Assisting Rebecca and Lin to help with decisions about the day to day running of the preschool
- Ensuring staff salaries are rewarded and recognised in line with inflation and performance
- Reviewing policies and procedures

Thank you again to the whole team and all the trustees.

Your level of commitment and hard work speaks volumes about the ongoing success of Marsh Green Preschool.

Caroline Burgess-Pike
Chairperson
November 2024

Marsh Green Pre-School**BALANCE SHEET****Accounts September 2023 - August 2024**

Item	Income	Expenditure	Net Income
Main Income			
Session Fees + summer club	26608.78		26608.78
KCC Funding	101756.25		101756.25
KCC Funding (SENIF)	1510.46		1510.46
Other income: Fundraising & Grants	2366.22		2366.22
Savings Interest	1279.58		1279.58
Main Expenses			
Salary		94853.42	-94853.42
HMRC		974.06	-974.06
Pensions		1971.67	-1971.67
ext service providers		2068.24	-2068.24
Rent		5231.50	-5231.50
Subscriptions		1002.37	-1002.37
Insurance		664.53	-664.53
Snack Time		980.23	-980.23
Training & Course Fees		380.58	-380.58
Consumable Resources		2271.87	-2271.87
Equipment		1732.95	-1732.95
Uniform	139.01	293.55	-154.54
Hospitality/Staff		262.42	-262.42
MISC	1.55	0.00	1.55
TOTAL	133661.85	112687.39	20974.46
Balance B/F 1/9/2023	48832.89		
Income	133661.85		
Expenditure	112687.39		
		Current Account	29707.35
		Deposit Account	40000.00
Uncleared Receipts	0.00	Petty Cash	100
Closing Balance	69807.35	Balance	69807.35
Difference	0.00		
Reconciled Bank	31/08/2024		
Reconciled Cash	31/08/2024		



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Marsh Green Pre-School CIO

**On accounts for the year
ended**

31st August 2024

**Charity
no (if any)**

1173155

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2024**.

**Responsibilities and basis
of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

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.

Signed:

Date:

16/9/24

Name:

Michael Musgrove

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

Address:

The Old Manse, Hever Road,

Edenbridge, Kent TN8 5NQ

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

MARSH GREEN PRE SCHOOL CIO

England & Wales - Charity number 1173155

Accounts



TRUSTEES' ANNUAL REPORT - 7th DECEMBER 2023

Thanks to our dedicated and brilliant team, the Trustees have had a quiet and happy year.

BUSINESS MANAGER

We welcomed our new Business Manager, Lin Larmer, in January, who took over the role from Mei Ling Reddaway. Mei remains with us as a trustee, while Lin has been doing an excellent job of managing the financial and business aspects of the preschool.

Lin has so far within her role helped to analyse and predict preschool budgets, successfully applied for local grants to help maintain and improve the preschool setting, and has assisted the trustees in making important decisions about staffing, pay, and ongoing costs to the preschool.

Thank you, Lin, for your hard work, and to Mei for continuing to support the preschool in your role as trustee.

TRUSTEES

Sadly in December last year we said goodbye to our longstanding chair, Alex Thurman, and trustee Megan Brown.

On a more positive note, I was able to step in as chairperson, overseeing the trustees and helping Rebecca in her role as preschool manager, and Lin in her role as business manager, to assist in vital decision making for the preschool.

And, in April we welcomed Jenny Smith as a trustee. Jenny brings important and experienced skills to her role as trustee, with her background in teaching, including leading an early years department in a large mainstream community school, covering both nursery and reception. Jenny is also a resident of Marsh Green, and we would like to thank her for helping to support our preschool community by joining our trustee team.

I have also mentioned that Mei has been able to stay with us as a trustee, and we very much appreciate your ongoing commitment to Marsh Green Preschool.

Over the past year our key priorities have included:

- Overseeing the recruitment of maternity cover for Sian Johnson, (welcome to Jodie Robertson), as well as a new permanent member of staff. Tayla Woods, our newest member of the team, joined the preschool this week.
- Continuing to recruit for additional trustees to join the team. We hope some additional parent trustees will be joining us shortly.
- Ensuring staff salaries are rewarded and recognised in line with inflation and performance.

Our key priorities remain ongoing trustee recruitment, as well as supporting both Rebecca and Lin with overseeing the management of the preschool.

THANKS

A huge thanks as always to all the Trustees for their hard work and dedication.

And, thank you to our wonderful Manager, Rebecca, and the whole team; Sophia, Julie, Lucy, Carly, Sam, Sian, Jodie and Tayla. Your level of commitment and hard work speaks volumes about the ongoing success of Marsh Green Preschool.

Caroline Burgess-Pike
Chairperson
December 2023

Marsh Green Pre-School

BALANCE SHEET

Accounts September 2022 - August 2023

Item	Income	Expenditure	Net Income
Main Income			
Session Fees + summer club	17647.50		17647.50
KCC Funding	78118.31		78118.31
KCC Funding (SENIF)	1481.47		1481.47
Other income: Fundraising & Grants	483.58		483.58
Savings Interest	607.36		607.36
Uniform (new or second hand)	219.70		219.70
Main Expenses			
Salary	650.63	88280.42	-87629.79
HMRC		2635.35	-2635.35
Pensions		1772.50	-1772.50
ext service providers (payroll, HR, Cleaning, IT)	25.00	4222.43	-4197.43
Rent		5001.00	-5001.00
Subscriptions (DBS, ICO, PPL, H&S, Ofsted, Amazon)		1270.27	-1270.27
Insurance		582.61	-582.61
Snack Time		1175.39	-1175.39
Training & Course Fees	804.00	2550.58	-1746.58
Consumable Resources		2397.73	-2397.73
Equipment		1103.48	-1103.48
Uniform		130.37	-130.37
MISC	203.63	578.13	-374.50
TOTAL	98221.19	111700.26	-13479.07
Balance B/F 1/9/2022	62311.96		
Income	98221.19		
Expenditure	111700.26	Current Account	8732.89
		Deposit Account	40000.00
Uncleared Receipts	0.00	Petty Cash	100
Closing Balance	48832.89	Balance	48832.89
Difference	0.00		
Reconciled Bank	31/08/2023		
Reconciled Cash	31/08/2023		



Section A

Independent Examiner's Report

Report to the trustees/
members of

Marsh Green Pre-School CIO

On accounts for the year
ended

31st August 2023

Charity
no (if any)

1173155

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2023**.

Responsibilities and basis
of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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- the accounts did not accord with the accounting records; or
- the accounts did 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.

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.

Signed:

Date:

5/12/2023

Name:

Michael Musgrove

Relevant professional
qualification(s) or body
(if any):

Address:

The Old Manse, Hever Road,
Edenbridge, Kent TN8 5NQ

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

MARSH GREEN PRE SCHOOL CIO

England & Wales - Charity number 1173155

Accounts



TRUSTEES' ANNUAL REPORT - 14th DECEMBER 2022

Thanks to a brilliant team in place, the Trustees have had a very happy and quiet year.

BUSINESS MANAGER

At the last AGM, we introduced the new Business Manager role to our team. This decision is one we never take for granted, as our Business Manager Mei-Ling has been an invaluable asset to the business. Making sure that we have a strong grasp on the finances has aided us in making vital decisions about staffing, staff pay, increasing costs of running the preschool in an economic crisis and brokering deals for physical improvements to the grounds and facilities.

Unfortunately for us, Mei's skills have been snapped up elsewhere and we say goodbye to her as a member of staff at this AGM. And so we are in the process of interviewing for a new Business Manager and hope to have someone to join the team in the New Year.

TRUSTEES

In good news, Mei-Ling isn't leaving us for good. She will be joining the Trustees, which is fantastic news. Having her on board to provide consistency of provision is a silver-lining to losing her as Business Manager and we are very grateful that she will be able to stay with us in some capacity.

In other Trustee changes, both Megan Brown and I will be stepping down. We thank Megan for three years of dedication as well as being an acting Treasurer two years ago when the moment called for it. We wish her enormous luck in her future opportunities.

My departure as Chair is one that leaves the Trustees in the very capable hands of the remaining Trustees Caroline Burgess-Pike and our Manager and Nominated Individual, Rebecca Shipp as well as our new recruit, Mei-Ling. I thank you all for your continuing support and wish you the greatest of success in the future. In the time I've been Chair, we have made great strides of progress and I am immensely proud of Marsh Green Pre-school and all it's become. I leave on extremely positive terms and look forward to seeing you continue on your upward trajectory in the future.

KEY PRIORITIES

At this very point in time we have the very immediate recruitment needs for

1. Business Manager

2. Chair of Trustees (Caroline has kindly agreed to act as Chair for the time being)
3. More Trustees

And as a result of recruiting these new members to the Marsh Green Pre-school team, we will be able to audit how things are currently and set fresh priorities for the future.

THANKS

As always, enormous thanks to all the Trustees for their hard work and dedication, we couldn't do it without you.

And finally, thank you to our brilliant Manager, Rebecca and the whole team, Sophia, Julie, Jenny, Lucy, Carly, Sam & Sian. You are the beating heart of Marsh Green Pre-school and the success of the business speaks volumes about how amazing you are at it.

Alex Thurman
Chairperson
December 2022

Marsh Green Pre-School**Accounts September 2021 - August 2022****BALANCE SHEET**

Item	Income	Expenditure	Net Income
Main Income			
Session Fees	12187.00	47.00	12140.00
KCC Funding	72702.51	0.00	72702.51
Fundraising & Grants	675.14	0.00	675.14
Uniform	250.50	0.00	250.50
Savings Interest	89.76	0.00	89.76
Main Expenses			
Salaries		80195.44	-80195.44
HMRC		1845.56	-1845.56
Pensions		1379.55	-1379.55
DWP - DEA		967.01	-967.01
Suppliers (Accounts, HR, Cleaning)	142.40	2672.99	-2530.59
Rent		5013.00	-5013.00
Subscriptions (DBS, ICO, PPL, H&S, Ofsted)		517.71	-517.71
Insurance		540.44	-540.44
Technology		311.57	-311.57
Training & Course Fees		387.59	-387.59
Snack Time		1125.47	-1125.47
Entertainment		563.75	-563.75
Maintenance		8094.00	-8094.00
Other		205.24	-205.24
Children			
Equipment - School	32.95	1593.32	-1560.37
Equipment - Cleaning		214.92	-214.92
Equipment - Crafts		709.93	-709.93
Equipment - Toys		1940.07	-1940.07
TOTAL	86080.26	108324.56	-22244.30
Balance B/F	84556.26		
Income	86080.26		
Expenditure	108324.56		
Uncleared Receipts	0.00		
Closing Balance	62311.96		
		Current Account	22243.47
		Deposit Account	40000.00
		Petty Cash	68.49
		Balance	62311.96
Difference	0.00		
Reconciled Bank	19/09/2022		
Reconciled Cash	31/08/2022		



Section A

Independent Examiner's Report

Report to the trustees/ members of	Marsh Green Pre-School CIO		
On accounts for the year ended	31 st August 2022	Charity no (if any)	1173155
	Set out on pages		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2022**.

**Responsibilities and
basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

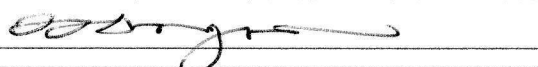
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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- the accounts did not accord with the accounting records; or
- the accounts did 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.

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.

Signed:  **Date:** 6/12/22

Name: Michael Musgrove

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

Address:

The Old Manse, Hever Road,
Edenbridge, Kent
TN8 5NQ

MARSH GREEN PRE SCHOOL CIO

England & Wales - Charity number 1173155

Accounts



Marsh Green Pre-school

St John's Church, Marsh Green Road, Marsh Green, Nr Edenbridge, Kent TN8 5QR

Tel: 01732 864553 / 07811 987041 | Email: marshgreenpreschool@gmail.com
Website: www.marshgreenpreschool.org.uk



TRUSTEES' ANNUAL REPORT - 18th NOVEMBER 2021

It's a pleasure to report that this year has been a much calmer one by comparison to last year. The legacy that COVID leaves us with is the ability to appreciate the normality of a year *without* a pandemic. And that suits us just fine.

NEW BUSINESS MANAGER

There has been a shift in the function of the Trustees this year, as we have appointed a member of staff in the brand-new role of part-time Business Manager. The Business Manager's role is to undertake many of the duties the Trustees would normally perform as Secretary, Treasurer and Chair as well take on all business admin and financial planning needed for the pre-school to run successfully from a business perspective.

The reason for this change is that we found that parents seem to be less able to offer themselves as volunteers lately and when we do get volunteers, it tends to only be for a short period of time whilst their children attend pre-school and with limited capacity to perform tasks on behalf of the pre-school. So, it's been a game-changing decision to create the Business Manager role to provide stability and consistency for the pre-school as well as take care of the finances and ensure that the pre-school is being run efficiently and effectively.

And so, we welcome Mei-Ling Reddaway to the team as our part-time Business Manager. In the role since this February, she has settled in brilliantly to the team and we have great confidence that she is the right person to work alongside Rebecca to keep the pre-school thriving as a business whilst maintaining the highest standards as an education setting.

COVID-19

Although the pandemic has continued to cause major challenges throughout the country in the last 12 months, Marsh Green Pre-school has been relatively unaffected. Rebecca will outline the inevitable closures we did have, but it has been a smooth year and I would like to congratulate all the staff and members of the team who have made sure the virus was kept at bay. That is no mean feat given the circumstances.

TRUSTEES

Over the course of the year, we have said goodbye to Rob Peters, Clare Brightwell and Charlotte Luck. Megan Brown stays on with us, as well as Caroline Burgess-Pike who joined right after our last AGM and our Manager, Rebecca Shipp will be joining the Trustees in an official capacity too so that she can take over the Nominated Individual role with Ofsted. We thank all of our Trustees, past and present for their outstanding commitment and dedication.

KEY PRIORITIES

It has felt a little like we've still been coming off the back-foot from Covid, but our key priorities this year have been:

- 1) To ensure the Business Manager is supported with an appropriate induction programme
- 2) To maintain a steady staff rota, with training opportunities and staff job satisfaction
- 3) To spend money on staff, facilities and sensory garden
- 4) To adapt the invoicing system so that families are given longer periods to pay their fees

THANKS

Thanks, as always, to our brilliant staff, Trustees and parents for all their efforts to help keep Marsh Green Pre-school a magical place for children to learn, grow & thrive.

Alex Thurman
Chairperson
November 2021

Marsh Green Pre-School**BALANCE SHEET****Accounts September 2020 - August 2021**

Item	Income	Expenditure	Net Income
Main Income			
Session Fees	14957.00	495.00	14462.00
KCC Funding	91841.68		91841.68
KCC Funding (SENIF)	4737.48		4737.48
Snack Time	355.00	743.91	-388.91
Fundraising & Grants	1706.78		1706.78
Uniform	282.00	557.41	-275.41
Savings Interest	65.77		65.77
Misc - awaiting credit to account	-45.15		-45.15
Main Expenses			
Salary	276.08	67464.07	-67187.99
HMRC		1710.24	-1710.24
Pensions		1154.59	-1154.59
Suppliers (Accounts, HR, Cleaning)		1933.00	-1933.00
Rent		4660.00	-4660.00
Subscriptions (DBS, ICO, PPL, H&S, Ofsted)		854.17	-854.17
Insurance		454.28	-454.28
Technology		923.18	-923.18
Training & Course Fees		358.00	-358.00
Children			
Equipment - School (Needed for building)	282.34	1404.05	-1121.71
Equipment - Cleaning		630.64	-630.64
Equipment - Crafts		209.58	-209.58
Equipment - Toys		818.22	-818.22
Equipment - Animals		0.00	0.00
Gifts & Entertainment		170.72	-170.72
Fruit		0.00	0.00
TOTAL	114458.98	84541.06	29917.92
Balance B/F	54638.34		
Income	114458.98		
Expenditure	84541.06		
Uncleared Receipts			
		Current Account	34451.07
		Deposit Account	50000.00
		Petty Cash	105.19
Closing Balance	84556.26	Balance	84556.26
Difference	0.00		
Reconciled Bank	11/10/2021		
Reconciled Cash	20/08/2021		



Section A

Independent Examiner's Report

Report to the trustees/
members of

Marsh Green Pre-School CIO

On accounts for the year
ended

31st August 2021

Charity no
(if any)

1173155

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2021**.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

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.

Signed:

Date:

30/10/2021

Name:

Michael Musgrove

Relevant professional
qualification(s) or body
(if any):

Address:

The Old Manse, Hever Road,

Edenbridge, Kent

TN8 5NQ

