

LUNSFORD PARK PRE-SCHOOL

England & Wales · Charity number 292260

Details

Other names LUNSFORD PARK PLAYGROUP ASSOCIATION

Status Registered

Legal form Other

Registered 1985-08-01

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

Contact

Address The George Holding Centre
Chaucer Way
Larkfield
Aylesford
Kent
ME20 6SS

Phone 01732848926

Email lppsfinance@hotmail.com

Website www.lunfordparkpreschool.com

Activities

Objects: THE AIMS OF THE ASSOCIATION SHALL BE TO ADVANCE THE EDUCATION OF THE CHILDREN BELOW COMPULSORY SCHOOL AGE IN THE LARKFIELD AREA AND PROVIDE SUITABLE PLAY FACILITIES FOR THEM.

Activities: Preschool ages 2-4 years.

Classification

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

Geography

- Area of benefit: LARKFIELD
- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£130,819	£105,880	-	-
2024-08-31	£117,669	£112,208	-	-
2023-08-31	£106,787	£124,319	-	-
2022-08-31	£106,786	£124,318	-	-
2021-08-31	£115,222	£108,330	-	-
2020-08-31	£100,178	£122,003	-	-

Trustees

Name	Role	Appointed
Gaye Bernadette Jarvis		2022-05-21
Sarah Sydnes		2014-10-31
VICTORIA LOUISE DONNELLON		2018-11-24

LUNSFORD PARK PRE-SCHOOL

England & Wales - Charity number 292260

Accounts



**LUNSFORD PARK PRE-SCHOOL
REPORT & ACCOUNTS
FOR THE
YEAR ENDED 31 AUGUST 2024**



A member of Institute of
Certified Practising Accountants

LUNSFORD PARK PRE-SCHOOL**CONTENTS**

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TRUSTEES

Victoria Donnellon
Gaye Jarvis

Sarah Sydnes

INDEPENDENT EXAMINERS

The Accountancy Practice Ltd
10 Churchill Square
Kings Hill
West Malling
Kent
ME19 4YU

BANKERS

National Westminster Bank Plc

LUNSFORD PARK PRE-SCHOOL

TRUSTEES REPORT FOR THE YEAR ENDED 31 AUGUST 2024

The trustees have pleasure in submitting their report together with the Accounts for the year ended 31 August 2024.

CONSTITUTION, OBJECTS & POLICIES

Lunsford Park Pre-School operates under the constitution adopted 14th November 1984 as amended by constitution adopted on 3 October 2012. It is a charity – number 292260. The aims of the Charity shall be to advance the education of the children below compulsory school age in the Larkfield area and provide suitable play facilities for them.

TRUSTEES

The following acted as trustees during the year: -

Victoria Donnellon
Gaye Jarvis

Sarah Sydnes

FINANCIAL REVIEW

At the beginning of September 2023, we had 31 children enrolled, we have had a steady year and finished with 37 children on the role at the end of the year. We are fortunate to have our Savings account which is used for emergencies and must be there in case of any redundancies etc. However, due to the current situation we will have to use it over the next couple months, we always have a shortfall in October / November and February due to the payment schedule from the Local Authority. We have come into a new academic year and have had to reduce staffing hours due to low children intake. This will hopefully be rectified by January 2025.

This report was approved by the trustees and signed on their behalf by:

Victoria Donnellon – Trustee
Date:

LUNSFORD PARK PRE-SCHOOL

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES

We report on the accounts of the charity for the year ended 31 August 2024, which are set out on pages 4 to 6.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

As the charity's trustees you are responsible for the preparation of the Accounts: you consider that the audit requirement of S144(2) of the charities Act 2011 (the 2011 Act) does not apply. It is our responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under S145(5)(b) of the 2011 Act, whether particular matters have come to our attention.

BASIS OF INDEPENDENT EXAMINERS' REPORT

Our 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 of disclosures in the accounts and seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, we do not, express an opinion as to whether the accounts present a "true and fair view", and the report is limited to those matters set out in the next statement.

INDEPENDENT EXAMINERS' STATEMENT

In connection with our examination, no matter has come to our attention:

- 1) Which gives us reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with S130 of the Act; and
 - to prepare Accounts which accord with the accounting records and to comply with the accounting requirements of the Act.have not been met;
- 2) To which, in our opinion, attention should be drawn to enable a proper understanding of the Accounts to be reached.

The Accountancy Practice Ltd
10 Churchill Square
Kings Hill
West Malling
Kent
ME19 4YU

Date:

LUNSFORD PARK PRE-SCHOOL
STATEMENT OF INCOME & EXPENDITURE
FOR THE YEAR ENDED 31 AUGUST 2024

	Notes	£	2024	£	£	2023	£
INCOME							
KCC Fees		111,442				98,380	
Parent Fees		3,927				12,099	
Fund Raising		-				505	
KCC Collaboration Grant		1,024				841	
Deposit Account Interest		115				58	
Other	2	<u>1,161</u>				<u>50</u>	
				<u>117,669</u>			<u>111,933</u>
EXPENDITURE							
Salaries & Pension		96,216				98,547	
Rent and Utilities		8,663				8,812	
Playgroup materials, Food & Sundries		4,700				2,268	
Small Toys & Equipment		-				2,334	
Accountancy & Payroll		360					
Training		1,344				486	
Bank Charges		15					
Sundry Expenses		<u>910</u>				<u>1,489</u>	
				<u>112,208</u>			<u>113,936</u>
EXCESS OF INCOME OVER EXPENDITURE				<u>5,461</u>			<u>(2,003)</u>

LUNSFORD PARK PRE-SCHOOL

BALANCE SHEET

AS AT 31 AUGUST 2024

	Notes	2024	2023
		£	£
Cash at - Current Account		5,214	1,759
- Reserve Account (savings)		10,521	7,409
- Reserve Account (Fundraising)		153	899
Cash in Hand		-	-
NET CURRENT ASSETS		<u>15,888</u>	<u>10,067</u>
CREDITORS		<u>360</u>	-
NET ASSETS		<u>15,528</u>	<u>10,067</u>
UNRESTRICTED FUNDS			
Opening Balance		10,067	12,070
Excess of Income over Expenditure		<u>5,461</u>	<u>(2,003)</u>
		<u>15,528</u>	<u>10,067</u>

The notes on pages 6 to 7 form part of these accounts.

Approved by the trustees and signed on their behalf:

Victoria Donnellon – Trustee

Date:

LUNSFORD PARK PRE-SCHOOL

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2024

1 ACCOUNTING POLICIES

Basis of preparation of accounts

The accounts are prepared under the historical cost convention and include the results of the charity's operations which are described in the Trustee's Report and all of which are ongoing.

The accounts have been prepared in accordance with the Statement of Recommended Practice for charity accounts.

The charity has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement on the grounds that it qualifies as a small charity.

Income

Income is accounted for as received by the charity.

Value added tax

Value added tax is not recoverable by the charity, and as such is included in the relevant costs in the Statement of Income and Expenditure.

Expenditure

The trustees consider that all expenditure is directly attributable to the charity's objectives.

Funds of the Charity

The unrestricted funds are those which can be applied for any of the purposes for which Lunsford Park Pre-School was established.

LUNSFORD PARK PRE-SCHOOL

England & Wales - Charity number 292260

Accounts

AGM Chairs report 2023

THURSDAY 2 NOVEMBER 2023

Thank you all for coming and I promise to only take a few minutes of your time this evening.

Firstly I'd like to welcome you on behalf of myself and the staff to Lunsford Preschool,

Having been a part of the preschool as a parent and chairperson for the past 8 years, I am very passionate about this preschool. I speak from personal experience and assure you that your children will flourish here.

The main focus of this meeting is in relation to us becoming a CIO, this is ongoing and the process has been started, we do now have a new registration with the charity commission and Ofsted, we are just sorting out all of the finer details.

I would like to thank the staff for continuing to work at a high standard and to continuously provide high quality care and education to all the children. Being involved with their first insight into the educational system is truly amazing.

I am happy to continue as Chair, and will continue as a Trustee on the CIO.

I am enjoying being chair and would like to be re-elected to continue to make the pre-school succeed over the next year.

Sarah Sydnes
Chair 2023



FINANCIAL REPORT

3 November 2022

At the beginning of September 2022, we had 34 children on our books:

2 year olds – 7 children claiming FF2 funding

2 year old paying – 3 children

3 /4 year olds – 20

30 hours funding - 4

We have had an extremely busy year and finished on the following numbers. 48 children on the role at the end of the year.

2 year olds – 4 children claiming FF2 funding

2 year old paying – 2 children

3 /4 year olds – 28

30 hours funding – 6

We are fortunate to have our Savings account which is used for emergencies and has to be there in case of any redundancies etc. However due to the current situation we will have to use it over the next couple months, we always have a shortfall in October / November and February due to the payment schedule from the Local Authority.

Our year end accounts for 2022 / 2023 are attached.

Lunsford Park Preschool

Income and expenditure for the year ended 31 August 2023

	2023	2022
	£	£
Income		
Fees - Payers	12,099.48	18,960.94
Fees - Funded	98,379.70	87,012.54
Fundraising	505.00	-
Grants	49.60	-
Interest	57.69	794.13
Other	841.75	18.69
	<hr/>	<hr/>
	111,933.22	106,786.30

Expenses

Wages and National Insurance	98,546.79	103,427.66
Premises	8,811.95	6,682.23
Equipment	2,334.08	1,441.28
Consumables / Administration	2,267.59	6,381.09
Training	486.37	1,412.93
Miscellaneous	1,489.44	4,973.40
	113,936.22	124,318.59

Excess of expenditure over income	<u>(2,003.00)</u>	<u>(17,532.29)</u>
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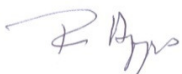
Represented by:

Balance brought forward	12,070.39	29,602.38
Excess of expenditure over income	(2,003.00)	(17,532.29)
	<hr/>	<hr/>
	<u>10,067.39</u>	<u>12,070.09</u>

Balance carried forward

Balance at bank:		
Reserve account (savings)	7,409.00	9,356.69
Reserve account (fundraising)	899.64	359.62
Current account	1,758.75	2,353.78
	<hr/>	<hr/>
	<u>10,067.39</u>	<u>12,070.09</u>

I approve these accounts and confirm that I have found them to be a true statement of the assets at 31 August 2023 and the income and expenditure for the year ended 31 August 2023 of Lunsford Park Pre-School.



19/03/2024

Mrs R Apps MAAT
RA Accounts Ltd

Date

LUNSFORD PARK PRE-SCHOOL

England & Wales - Charity number 292260

Accounts

AGM Chairs report 2022

THURSDAY 3 NOVEMBER 2022

Thank you all for coming and I promise to only take a few minutes of your time this evening.

Firstly I'd like to welcome you on behalf of myself and the staff to Lunsford Preschool,

Having been a part of the preschool as a parent and chairperson for the past 8 years, I am very passionate about this preschool. I speak from personal experience and assure you that your children will flourish here.

The main focus of this meeting is in relation to us becoming a CIO, this is ongoing and the process has been started, we do now have a new registration with the charity commission and Ofsted, we are just sorting out all of the finer details.

I would like to thank the staff for continuing to work at a high standard and to continuously provide high quality care and education to all the children. Being involved with their first insight into the educational system is truly amazing.

I am happy to continue as Chair, and will continue as a Trustee on the CIO.

I am enjoying being chair and would like to be re-elected to continue to make the pre-school succeed over the next year.

Sarah Sydnes
Chair 2022



FINANCIAL REPORT

3 November 2022

At the beginning of September 2021, we had 38 children on our books:

2 year olds - 12 children each claiming FF2 funding

2 year old paying - 3 children

3 /4 year olds - 20

30 hours funding - 2

We have had an extremely busy year and finished on the following numbers. 48 children on the role at the end of the year.

2 year olds - 6 children each claiming FF2 funding

2 year old paying - 7 children

3 /4 year olds - 28

30 hours funding - 7

We are fortunate to have our Savings account which is used for emergencies and has to be there in case of any redundancies etc. However due to the current situation we will have to use it over the next couple months, we always have a shortfall in October / November due to the payment schedule from the Local Authority.

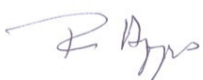
Our year end accounts for 2021 / 2022 are being finalised.

Lunsford Park Pre-School

Income and expenditure for the year ended 31 August 2022

	2022		2021
Income	£		£
Fees - Payers	18,960.94		16,229.93
Fees - Funded	87,012.54		97,720.36
Fund raising			228.50
Other	794.13		1,040.14
Interest	18.69		3.24
	<u>106,786.30</u>		<u>115,222.17</u>
Expenses			
Wages and National insurance	103427.66	92092.34	
Premises	6682.23	5761.99	
Equipment	1441.28	4281.48	
Consumables/Administration	6381.09	5523.52	
Training	1412.93	671.57	
Miscellaneous	4973.40	-	108,330.90
	<u>124,318.59</u>	<u>-</u>	<u>108,330.90</u>
Excess of expenditure over income	<u>(17,532.29)</u>		<u>6,891.27</u>
Represented by:			
Balance brought forward	29,602.38		22,711.11
Excess of expenditure over income	<u>(17,532.29)</u>		<u>6,891.27</u>
	<u>12,070.09</u>		<u>29,602.38</u>
Balance carried forward			
Balance at bank:			
Reserve account (Savings)	9,356.69		13,852.96
Reserve account	359.62		344.66
Current account	2,353.78		15,404.76
	<u>12,070.09</u>		<u>29,602.38</u>

I approve these accounts and confirm that I have found them to be a true statement of the assets at 31 August 2022 and the income and expenditure for the year ended 31 August 2022 of Lunsford Park Pre-School.



06/04/2023

Mrs R Apps MAAT
RA Accounts Ltd

Date

LUNSFORD PARK PRE-SCHOOL

England & Wales - Charity number 292260

Accounts

AGM Chairs report 2021

THURSDAY 18 NOVEMBER 2021

Thank you all for coming and I promise to only take a few minutes of your time this evening.

Firstly I'd like to welcome you on behalf of myself and the staff to Lunsford Preschool,

Having been a part of the preschool as a parent and chairperson for the past 7 years, I am very passionate about this preschool. I speak from personal experience and assure you that your children will flourish here.

The main focus of this meeting is in relation to us becoming a CIO, this is ongoing and the process has been started, unfortunately there is a hold up with the Charity Commission.

The preschool is charity run so we rely heavily on fundraising events and the generosity of local businesses and for this, although our fundraising ideas will be restricted, we would still like a team to help us raise funds.

I would like to thank the staff for continuing to work at a high standard and to continuously provide high quality care and education to all the children. Being involved with their first insight into the educational system is truly amazing.

I am happy to continue as Chair,

I am enjoying being chair and would like to be re-elected to continue to make the pre-school succeed over the next year.

Sarah Sydnes
Chair 2021

LUNSFORD PARK PRESCHOOL
AGM MEETING
THURSDAY 18 NOVEMBER 2021
ZOOM CALL - 7 pm

Attendees – Sarah Sydnes, Vicky Donnellon, Gemma Bonner, Kerri Owens, Vicki Connelly, William Stone, Louisa Cherry, Emma Stevens and Tina Courtman

1. INTRODUCTION

Welcome and thank you all for joining our Zoom AGM. Explained why things are different this year on Zoom and everyone agreed that it is working well online. Sarah explained who the existing committee member are.

Sarah Sydnes – Chairperson

Rebecca Friend – Treasurer

Vicki Connelly – Fundraising

Vicky Donnellon – Staff

2. STAFF AND STRUCTURE

The staff were all introduced and their job roles explained

Gemma Bonner – Manager / DSL / SENCO

Vicky Donnellon – Business Manager / DSL / SENCO

Sue Woosley – Practitioner / Keyperson

Tina Courtman – Practitioner / Keyperson

Emma Stevens – Practitioner / Keyperson

Louisa Cherry – Practitioner / Keyperson

3. MINUTES FROM LAST AGM

Approved.

4. CONTINUING COMMITTEE

5. CHAIRS REPORT

Attached

6. ADMINISTRATORS REPORT

Attached

7. OUR PROGRESS

Due to the coronavirus situation, the past few months have proved to be challenging but come January we will be full.

8. CIO STATUS

This is ongoing, unfortunately the charity commission have held things up.

9. ELECTION OF COMMITTEE MEMBERS

Parents voted for the following Committee:

Sarah Sydnes - Chair
Rebecca Friend - Treasurer
Vickie Connelly - Secretary
Keri Owens - Fundraising lead

AOB

Parents were very complimentary of the preschool and how happy their children are.

Thank you for attending.

Lunsford Park Preschool

Income and expenditure for the year ended 31 August 2021

	2021
Income	£
Fees - Payers	16229.93
Fees - Funded	97720.36
Grants	1040.14
Interest	1.78
	<hr/>
	114992.21

Expenses

Wages and National Insurance	92092.34	96670.80
Premises	5761.99	6070.44
Equipment	4281.48	6479.72
Artificial grass	0	3000.00
Consumables / Administration	5540.82	7855.93
Training	671.57	1926.11
	<hr/>	
	108348.20	

Excess of expenditure over income 6644.01

Represented by:

Balance brought forward 22,711.11

Excess of expenditure over income 6644.01

29,355.12

Balance carried forward

Balance at bank:

Reserve account (savings) 13852.96

Reserve account (fundraising) 344.66

Current account 15404.76

29602.38

summery of sheets

2020
£

8246
91302.72
605
25.01

100178.73

122003.00

-21824.27

44,535.38

-21824.27

22,711.11

13851.55
98.81
8760.75

22711.11

LUNSFORD PARK PRE-SCHOOL

England & Wales - Charity number 292260

Accounts

AGM Chairs report 2019 / 2020

Tuesday 6 October 2020

Thank you all for coming and I promise to only take a few minutes of your time this evening.

Firstly I'd like to welcome you on behalf of myself and the staff to Lunsford Preschool,

Having been a part of the preschool as a parent and chairperson for the past 6 years, I am very passionate about this preschool. I speak from personal experience and assure you that your children will flourish here.

The main focus of this meeting is to elect a new committee to assist in the continued success of the preschool, The committee members will be asked to give an hour or so every term (averagely 5 meetings over the whole year) this will be to discuss any business necessary, adopt policies and share any information relevant to the running of the preschool. We are also looking for more parents to be part of fundraising, the fundraising team however will be a little less demanding as you we will meet maybe 2 or 3 times over the year to assist with sourcing prizes, collecting them and supporting the committee chair at fundraising events if required.

This year started very promising and we had our new garden done, it was a huge expense but we money well spent. Unfortunately, as you are all aware our 'normal' changed in March with the coronavirus pandemic, life as we all knew it was put on hold. Thankfully we were still able to claim funding. The preschool is charity run so we rely heavily on fundraising events and the generosity of local businesses and for this, although our fundraising ideas will be restricted, we would still like a team to help us raise funds.

I would like to thank the staff for continuing to work at a high standard and to continuously provide high quality care and education to all the children. Being involved with their first insight into the educational system is truly amazing.

I am happy to continue as Chair, but we do need a Secretary for the preschool to remain open, We would welcome other members to join us if you are interested.

I am enjoying being chair and would like to be re-elected to continue to make the pre-school succeed over the next year.

Sarah Sydnes
Chair 2020



FINANCIAL REPORT

6 October 2020

At the beginning of September 2019, we had 42 children on our books:

2 year olds – 12 children each claiming FF2 funding

2 year old paying – 5 children

3 /4 year olds – 25

We have had an extremely busy year and finished on the following numbers. 46 children on the role at the end of the year.

2 year olds – 3 children each claiming FF2 funding

2 year old paying – 1 children

3 /4 year olds – 34

30 hours funding – 8

As some of you will know we had our garden done in February, this was a costly exercise and used all of our savings. Due to Covid, we haven't been able to hold any events over the summer, our Christmas fair won't be able to go ahead but we will be doing our Halloween Sponsor, which I hope all parents will support us and raise funds for more equipment for the children.

We are fortunate to have our Savings account which is used for emergencies and has to be there in case of any redundancies etc. However due to the current situation we will have to use it over the next couple months.

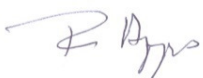
Our year end accounts for 2019 / 2020 are going to the accountants within the next couple of weeks.

Lunsford Park Pre-School

Income and expenditure for the year ended 31 August 2020

Income		£	£
Fees - Payers		8,246.00	41,245.75
Fees - Funded		91,302.72	76,005.05
Fund raising		605.00	700.50
Interest		25.01	34.23
		<hr/>	<hr/>
		100,178.73	117,985.53
Expenses			
Wages and National insurance	96670.80	72707.56	
Premises	6070.44	7130.27	
Equipment	6479.72	2962.76	
Artificial grass	3000.00		
Consumables/Administration	7855.93	4827.45	
Training	1926.11	847.52	
Professional services	-	-	
Miscellaneous	-	122,003.00	88,475.56
	<hr/>	<hr/>	<hr/>
Excess of expenditure over income		<u>(21,824.27)</u>	<u>29,509.97</u>
Represented by:			
Balance brought forward		44,535.38	15,025.41
Excess of expenditure over income		<u>(21,824.27)</u>	<u>29,509.97</u>
		<hr/>	<hr/>
		<u>22,711.11</u>	<u>44,535.38</u>
Balance carried forward			
Balance at bank:			
Reserve account (Savings)		13,851.55	13,830.49
Reserve account		98.81	3,095.57
Current account		8,760.75	27,609.32
		<hr/>	<hr/>
		<u>22,711.11</u>	<u>44,535.38</u>

I approve these accounts and confirm that I have found them to be a true statement of the assets at 31 August 2020 and the income and expenditure for the year ended 31 August 2020 of Lunsford Park Pre-School.



30/03/2021

Mrs R Apps FMAAT
RA Accounts Ltd

Date