

FRITTENDEN PRE-SCHOOL

TRUSTEES REPORT

FOR THE YEAR ENDED 31 DECEMBER 2024

The trustees submit their annual report and financial statements of Frittenden Preschool ("the charity") for the year ended 31 December 2024. The trustees confirm that the annual report and financial statement of the charity comply with current statutory requirements, the requirements of the charity's governing document, and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

Structure, Governance and Management

Charitable Objectives

The charity's objectives are to establish and run a Preschool to advance the education of Preschool children.

Trustees

The charity is governed by a board of five trustees who are officers of the committee, in addition to three property trustees. The Preschool is operated with the support of a committee and staff.

The current trustees are:

- Mrs Claire Deaves
- Mr Ian Jobson
- Mrs Sarah Pemble
- Mrs Anna-Maria Hosford
- Mrs Joanna Beech

Constitution

The charity is governed under a Constitution (Preschool Learning Alliance Model Preschool Constitution 2011) signed on 6 March 2018 and is a registered charity.

Organisational Structure and Decision Making

The day-to-day management of the charity is under the control of a management committee. The management committee is required to obtain prior approval from the Property Trustees for all non-operational and capital expenditure in excess of £2,000.

Risk Management

The management committee has undertaken a risk assessment of all activities organised by the Preschool in furtherance of its objectives and of the Preschool facilities. This is reviewed annually. The Property Trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to major risks.

Objectives and Activities

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance "Public Benefit: Running a Charity (PB2)".

The objective of the charity is to advance the development and education of children and promote an environment which is safe, happy, and conducive to individual and group play. It aims to prepare children for the discipline and routine of school. The Preschool has now been established for 38 years and has a full complement of staff, including a Preschool Manager and Deputy Manager.

The charity aims to serve the local community by providing a happy and relaxed environment for children of any culture and/or ability to learn through play. Children are encouraged to care for and respect not only themselves but also others and their environment.

The Preschool aims to:

- Increase personal confidence and self-esteem
- Develop concentration, communication and listening skills
- Broaden children's range of experiences and deepen their understanding
- Develop children's physical abilities

The charity actively promotes creativity, imaginative play, and equality of opportunity for everyone. Children are introduced to community life through local visits and by hosting visitors from the community. The charity supports children in progressing toward the Early Learning Goals set out by the Department for Education. Fundraising activities are undertaken by the management committee, staff, and parents as required.

Financial Review for Year Ending 31 December 2024

The accounts have been compiled for submission to the Charity Commission together with this trustee report.

As of 31 December 2024, the charity had total cash funds of £33,632. This consists of £33,430 held in the bank and £202 in petty cash. The total net assets of the charity are £37,552 accounting for an accrual of £1,008.

During the year, the Preschool received total income of £64,143. The sources of income were:

- Government funding: £37,589
- Fees from parents: £20,028
- Fundraising: £6,318
- Bank interest and sundries: £208

The Preschool's total payments amounted to £65,908, leading to a net deficit of £1,765 for the year. Payments included:

- Staff wages and employer's NI: £52,567
- Employer pension contributions: £2,260
- Consumables/staff costs: £4,550
- Professional fees: £2,737
- Building maintenance and services: £2,025
- Insurance, utilities, and sundries: balance of costs

Despite the deficit, the charity remains financially viable and maintains adequate cash reserves to cover future uncertainties.

Reserves Policy


It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six months' expenditure. The trustees consider that reserves at this level will ensure the charity can continue its activities in the event of a significant drop in funding. This obligation was met as of 31 December 2024, with reserves of £33,632.

Financial Recommendations

The 2024 accounts reflect a small deficit. However, the Preschool remains financially stable. In the context of rising costs—particularly in staff pay due to statutory increases in the minimum wage—it is important to regularly review funding sources, especially government rates and parent-paid fees.

The charity will continue to evaluate ways to increase income through fundraising and effective fee setting while maintaining accessibility and inclusivity. It is crucial to continue offering competitive pay to retain the Preschool's valued and qualified staff.

This report was approved by the Board of Trustees on 18th March 2025, and signed on its behalf by:

Signed by:

848724F3F406476...

Sarah Pemble

Signed by:

FF2C8DC9868E496...

Ian Jobson

Independent Examiner's Report to the Trustees of Frittenden Pre-School

I report on the accounts of the charity for the year ended 31 December 2024 which comprise the trustees' report, receipts and payments account, and statement of assets and liabilities.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

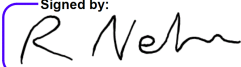
Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from 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 no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed by:

44007CAC2117467...

Richard Nelson FCCA
Breckman & Company Ltd
Chartered Certified Accountants

49 South Molton Street
London W1K 5LH

\ 2025

FRITTENDEN PRE-SCHOOL**RECEIPTS AND PAYMENTS ACCOUNT****YEAR ENDED 31 DECEMBER 2024****RECEIPTS**

Fees from parents	20,028	
Voluntary contributions	-	
Government funding	37,589	
Fundraising	6,318	
Donations	-	
Bank Interest	138	
HMRC Grants	-	
Sundries	<u>70</u>	64,143

PAYMENTS

Staff wages including employer's NI	52,567	
Employer Pension Contributions	2,260	
Insurance	422	
Professional fees	2,737	
Rates/utilities	607	
Registration fees	-	
Equipment/materials	-	
Printing/postage/stationery	-	
Telephone	-	
Consumables/staff costs	4,550	
Advertising/photographs	-	
Website hosting	-	
Gratuities	-	
Bank charges	68	
Building maintenance and services	2,025	
Sundries	<u>672</u>	<u>65,908</u>

NET (DEFICIT) (1,765)

Cash funds brought forward £ 35,397

Cash funds carried forward £ 33,632

FRITTENDEN PRE-SCHOOL

STATEMENT OF ASSETS AND LIABILITIES

YEAR ENDED 31 DECEMBER 2024

	<u>2024</u>
Cash funds	
Bank	33,430
Cash	202
Total cash funds	<hr/> 33,632
Other monetary assets	
Debtors	6,187
Liabilities	
Creditors	(1,259)
Accruals	(1,008)
	<hr/>
Total net assets	£ <u><u>37,552</u></u>