

CHARITY NUMBER: 801721

MARDEN PRE-SCHOOL PLAYGROUP

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2024

## MARDEN PRE-SCHOOL PLAYGROUP

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## MARDEN PRE-SCHOOL PLAYGROUP

### LEGAL AND ADMINISTRATIVE DETAILS

#### FOR THE YEAR ENDED 31 AUGUST 2024

The Marden Pre-School Playgroup is a registered charity (No. 801721) and affiliated to the Pre-School Learning Alliance whose model constitution it adopted. The model constitution was amended during 2011 and adopted by the charity on 8 October 2011.

The Charity is administered by a committee, who are the trustees and who are elected annually: those during the year being:

Mary Chapple	(appointed 14 September 2023)
Stephen Chapple	(appointed 1 November 2023)
Zoe Clarkson	
Lucy Kodua	(appointed 14 September 2023)
Hayley Schlosser	

The Registered Office Address is:

Marden Memorial Hall  
Goudhurst Road  
Marden  
Kent  
TN12 9JX

#### **Aims and Public Benefit**

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.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

The Independent Examiner is:

T Lane  
Director in M N Jenks & Co Limited  
72 Commercial Road  
Paddock Wood  
TONBRIDGE  
Kent TN12 6DP

## MARDEN PRE-SCHOOL PLAYGROUP

### TRUSTEES' REPORT

#### FOR THE YEAR ENDED 31 AUGUST 2024

The Trustees are pleased to present their report together with the financial statements of the Charity for the year ended 31 August 2024. Legal and administrative information set out on page 1 forms part of this report.

### RECRUITMENT AND APPOINTMENT OF TRUSTEES

In selecting persons to be appointed trustees, the trustees take into account the benefits of appointing a person who through residence, occupation, employment or otherwise has special knowledge of the area of benefit or who is otherwise able by virtue of his or her personal or professional qualifications to make a contribution to the pursuit of the objects or the management of the trust.

### FINANCIAL REVIEW

The total receipts for the year amounted to £199,971 (2023 - £161,460) and total payments amounted to £182,189 (2023 - £172,523) giving a net increase in cash and bank balances of £17,842. At the end of the year, cash and bank balances totalled £30,849 (2023 - £13,007).

### RESERVES POLICY

The Trustees have a target cash level of £35,000 (2023 - £35,000) to cover future expenditure.

### REVIEW OF ACTIVITIES

Dear Parents, Staff, and Friends of Marden Pre-School

As we come to the end of another fantastic year at Marden Pre-School, we want to take a moment to reflect on all the wonderful moments, achievements, and changes that have shaped our journey in 2024. It has been a year of growth, celebration and exciting new beginnings and we are incredibly grateful to be part of such a supportive and enthusiastic community.

#### **A Fond Farewell and a Warm Welcome**

This year, we said a heartfelt goodbye to our beloved deputy manager, Nicola, who has decided to spend more time with her family and horses. Nicola has been an integral part of our Pre-School since joining us in 2021 and we are so grateful for the dedication, warmth and care she has given over the years. We wish her all the best in her next chapter.

We are also delighted to welcome Shurah, who initially joined us on a day release from college and has now become a full-time member of our team as an Early Years Educator at Level 3. Her enthusiasm and passion for early years education have been a fantastic addition to our Pre-School and we are excited to see her continue to grow in her role.

#### **Incredible Fundraising Success**

We are thrilled to share that our fundraising efforts this year have been a huge success ! Our sponsored bounce raised an impressive £1,300 and our Summer Fair was a fantastic event, bringing our community together and raising over £900. A massive thank you to all the children, parents and staff who participated and contributed – it is because of you that we can continue to enhance our Pre-School and provide exciting opportunities for our children.

#### **Our Amazing Team and Community**

A huge thank you to our incredible staff, whose dedication and hard work ensure that Marden Pre-School remains a nurturing and stimulating environment for our children. We also extend our gratitude to our wonderful parent volunteers and supporters – your involvement and generosity make a real difference and we truly appreciate everything you do.

## MARDEN PRE-SCHOOL PLAYGROUP

### TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUGUST 2024 (continued)

#### REVIEW OF ACTIVITIES (continued)

#### **Looking Ahead**

We are excited to begin the next academic year with 70 children on role and we have some fantastic plans ahead, including a Winter Fair to continue our fundraising efforts. We look forward to welcoming new families, seeing our returning children continue to flourish and making 2025 another amazing year at Marden Pre-School.

#### **A Final Thank You**

To all our parents, carers and friends – thank you for your continued support and encouragement. Your trust and involvement help make our Pre-School a warm and vibrant place for learning and growth.

Wishing you all a wonderful summer and a fantastic start of the new academic year !

Warm regards.

Lucy Kodua – Chair of the Committee

Hayley Schlosser – Pre-School Manager

#### RISK REVIEW

The Trustees have conducted their own review of the major risks to which the Charity is exposed and systems have been established to mitigate those risks. The procedures are periodically reviewed to ensure that they still meet the needs of the Charity.

Charity Law requires the Trustees to prepare in respect of each financial year of the Charity a statement of accounts complying with such requirements as to its form and contents as may be prescribed by regulations made by the Secretary of State. In preparing those financial statements the Trustees are required to:

- a) Select suitable accounting policies and then apply them consistently;
- b) Make judgements and estimates that are reasonable and prudent;
- c) State whether the policies adopted are in accordance with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements;
- d) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the Board of Trustees:

LUCY KODUA  
CHAIRPERSON

Dated: 3 September 2025

## REPORT OF THE INDEPENDENT EXAMINER

### TO THE TRUSTEES OF MARDEN PRE-SCHOOL PLAYGROUP

I have reported on the financial statements for the year ended 31 August 2024 set out on pages 5 to 7 which have been prepared under the historical cost convention.

### RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND INDEPENDENT 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);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

### BASIS OF INDEPENDENT EXAMINERS' 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 the 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, 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 EXAMINERS' 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 s130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have 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.

3 September 2025  
72 Commercial Road  
Paddock Wood, Tonbridge, Kent

T Lane  
Director in M N Jenks & Co Limited  
Chartered Accountants

MARDEN PRE-SCHOOL PLAYGROUP  
RECEIPTS AND PAYMENTS ACCOUNT  
FOR THE YEAR ENDED 31 AUGUST 2024

	<u>2024</u>	<u>2023</u>
	£	£
<u>RECEIPTS</u>		
<u>Charitable Activities</u>		
Government Funding Received	153,648	126,499
Fees and Sales	42,421	31,228
Training Income	-	264
	<u>196,069</u>	<u>157,991</u>
<u>Voluntary Income</u>		
Donations	-	218
Grants Received	-	300
	<u>-</u>	<u>518</u>
<u>Fundraising Income</u>	<u>2,807</u>	<u>2,831</u>
<u>Other Income</u>	<u>1,071</u>	<u>52</u>
<u>Income from Assets</u>		
Bank Interest	24	68
<u>Total Receipts</u>	<u>199,971</u>	<u>161,460</u>
<u>PAYMENTS</u>		
<u>Cost of Charitable Activities</u>		
Staff Costs	145,618	139,024
Consumables	1,135	417
Print, Post, Stationery and IT Costs	1,614	844
Premises Hire	13,182	14,042
Insurance	1,479	1,367
Equipment & Maintenance	4,335	2,836
Telephone	1,300	1,466
Food and Drink	573	605
Consultancy	4,702	4,109
Subscriptions	651	1,022
Training	899	304
Sundries	2,126	992
Pension Costs	2,300	2,295
Bad Debt	-	-
Recruitment Costs	190	193
Cleaning and Hygiene	710	677
Equipment Hire	527	689
	<u>181,341</u>	<u>170,882</u>
<u>Fundraising Costs</u>	<u>10</u>	<u>299</u>
<u>Other Expenditure</u>		
Independent Examiner's Fees	-	642
Bookkeeping and Payroll Costs	778	701
	<u>778</u>	<u>1,343</u>
<u>Total Payments</u>	<u>182,129</u>	<u>172,524</u>
<u>NET RECEIPTS (PAYMENTS) FOR THE YEAR</u>	<u>17,842</u>	<u>(11,064)</u>
<u>CASH &amp; BANK BALANCES AT 31.8.2023</u>	<u>13,007</u>	<u>24,071</u>
<u>CASH &amp; BANK BALANCES AT 31.8.2024</u>	<u>£ 30,849</u>	<u>£ 13,007</u>

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 AUGUST 2024

	<u>2024</u> £	<u>2023</u> £
<u>MONETARY ASSETS</u>		
<u>Bank and cash balances</u>		
Bank Current Accounts	26,041	11,532
Bank Reserve Accounts	3,477	1
PAYPAL Account	44	34
Cash Float	1,287	1,440
	<u>£ 30,849</u>	<u>£ 13,007</u>
<u>NON-MONETARY ASSETS</u>		
<u>FIXED ASSETS</u>		
Equipment and furniture – estimated value	<u>£ 32,000</u>	<u>£ 30,000</u>
<u>CURRENT ASSETS</u>		
Parent Fees	670	427
Prepayments	-	-
	<u>£ 670</u>	<u>£ 427</u>
<u>CURRENT LIABILITIES</u>		
<u>Creditors</u>		
Independent examiner's fees	1,374	672
Staff Costs	436	718
Rent	-	1,779
Parent Fees in Advance	1,100	-
Other	644	161
Bookkeeping and Payroll	374	-
	<u>£ 3,928</u>	<u>£ 3,330</u>

HAYLEY SCHLOSSER  
TRUSTEE

Statements were approved on: 3 September 2025



MARDEN PRE-SCHOOL PLAYGROUP

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2024

1. TRUSTEES RELATED PARTY TRANSACTIONS

Staff costs include £37,462 (2023 - £34,504) paid to one Trustee in respect of their role as employee of the playgroup, including employers national insurance and pension contributions. The employment was in place prior to the appointment as Trustee.