Great Chart and Singleton Pre-School

Minutes of the Annual General Meeting held on Tuesday 6th October 2025 9.15am

Name of attendee	Name of child at Pre-school
Mariee Holland	Skye Duncan
Michelle Beerensson (existing committee)	N/A - Staff
Laura Vuskane	Dominic Fleancu
Charlotte Porter	April Porter
Harry Matthews	Freya Matthews
Megan Matthews	Freya Matthews
Tracy Gorham-Brown	N/A - Staff
Joanne Ruaux (existing committee)	Layla Ruaux
Marilena Sandorino	Dominic Sandorino
Sam Breeds	Lizzie Barham-Breeds
Katy Williams	Hope Williams-Robinson
Dante Fasoli	Theodore Fasoli
Pamela Yarlett	Theodore Fasoli
Rebecca Birch (existing committee)	N/A - child has left
Jodi Perseval	Lydia Perseval
Hussein Abdelrehman	Mulk Hussein
Ellie Holdsworth	Vinnie Blackman
Laura Whitnall	Mason Fincham
Hayley O'Donnell	River O'Donnell
Emily Endicott	Sophia Endicott-Bram
Agne Baltulyte	Aria Summan
Hayley Evison	Claudia Evison
Allison Ovenden (existing committee)	N/A - child has left
Simrat Rait (existing committee)	Roop Rait

Apologies: Ellie Nason, Sananur Guy

Welcome: Tracy Gorham-Brown welcomed everyone, reminded everyone of the need for confidentiality, policies and procedures regarding exiting the building and using the toilets, introduced existing members of the committee and briefly described the role of the committee:

Chair report (Allison Ovenden): Thank you for joining us for this year's AGM, as you may be aware, it's imperative that we have enough parents attend this meeting in order to allow us to continue, so thank you for taking the time out to be here this morning!

The preschool requires a committee to act as the Charity Trustees and is generally made up of parents of attending children. The committee is responsible for the overall management and smooth running of the setting. This includes recruiting, training & development of staff, as well as improving the preschool resources through fundraising activities. However, Michelle and Tracy, as paid members of staff, cover the day-to-day tasks, and support the committee so it really isn't as labour intensive or time consuming as that sounds!

We have had a fantastic fundraising year so can I say a huge thank you to our staff and committee as none of it would be possible without them. We held an amazing fun day in June that was thoroughly enjoyed by our attending families and the wider community and were lucky enough that it was fund matched by Barclays, meaning the amount raised was dramatically increased. So, a big thank you to Natalie who is our Barclays contact.

This fundraising, alongside a Parish Council grant, enabled the preschool to have a garden revamp, along with a new playhouse.

After several years on the committee and now my children have moved on to primary school I am open to leaving the committee in someone else's capable hands. It has been brilliant fun, and I have made just from being a committee member. You get a say in shaping the beginning of your children's educational life while being part of the Preschool community. To anyone thinking of joining the committee, I would definitely recommend joining the team!

Staff Report (Michelle Beerensson):
This year has been a pretty quiet year without any major problems. We employed a new member of staff who is currently working on their two-year Level 3 qualification. There is a huge shortage of early years practitioners and in our experience, it is better to find the right person, find a relevant course and then we support and nurture them.
We desperately needed a new playhouse and this year we managed to secure a grant from our parish council to pay for this which was amazing. We found a great company who were able to build a bespoke building for us DW Timber Buildings who did a great job. We are very grateful that the parish council continues to support the preschool.
I remain a trustee of the village hall which means I can support the hall management team. The village hall are also very supportive of the preschool giving us a preferential rate.
We made the decision to trial a session on a Friday afternoon which means we can offer the full 30 hours funding. We have 10 children for the session and 3 members of staff; we will continue to monitor this session to see how it goes. We also looked at offering breakfast club; however we didn't get much response from parents and on further investigations due to restrictions with funding it wouldn't be financially viable.
We have done a number of fundraising events this year and Tracy has taken a larger role in this. We won't be holding the fun day next year as we are now open on a Friday afternoon but will continue to hold our Christmas show and leavers event.
I'd like to take this opportunity to thank the committee for standing and for the work they have done with fundraising. I'd also like to thank all the staff particularly Jane the Deputy Tracy our administrator for all their hard work and support they have given me in the past year.

Treasurer's report (read by Tracy Gorham-Brown (paid administrator) in Treasurer's absence):

This report shows any increases or decreases in certain areas from last year to help us assess where we can tweak things in the future to remain sustainable.

Income

Fees and funding: the amount of fees received has increased slightly from last year due to the introduction of a voluntary consumable charge for snack which most parents have opted to pay. Funding received has also increased due to the expansion in Early Years funding for working families so working parents of 2-year-olds

are now more likely to book more sessions with us as it is covered by funding. Early Education funding is the Preschool's main source of income, with the hourly rates determined by the Department of Education and KCC. This year's annual increase in funding rates was more in line with the increase in National Living Wage for the first time in years and as most children are now funded, we did not feel the need to review our session fees this year.

Fund Raising and donations Fundraising efforts raised a fantastic £5.3K boosted enormously by a fabulous Christmas Craft Fayre, Christmas Raffle, Sponsored Letter Find and Summer Funday which was fund matched by Barclays Bank. Thank you to the committee for all their hard work this year! We raised a further £423 in uniform sales and received donations of £50 from Ovenden Flooring, £950 from the Early Years Collaboration and £4660 in the form of a grant from Great Chart and Singleton Preschool to buy a much need new playhouse for the garden.

Expenses

Wages The wages figure is higher than the previous year due the increase of National Living Wage and associated pay rises.
Rent The rent rate has not increased this year and the total figure remains roughly the same as last year.
General running costs show a slight decrease from last year, as we try to streamline and cut costs wherever we can.
Craft and equipment is much higher than usual due to the large expense of the garden playhouse.
Gifts The staff were given gifts at Christmas and the end of the school year. Leaving gifts were bought for the children leaving us to start primary school and at Christmas. We also had work experience students who received a voucher or gift.
Professional Memberships
This includes our annual insurance premium and membership fee with the Early Years Alliance, the Ofsted annual fee, Music Licence, Sage accounts package, Accountant verification fees and Information Commission membership. We continue to use a payroll company for processing wages and pensions. We also paid for several DBS checks for new members of the committee.

Conclusion
The figures show we made a £9896.14 surplus this year. We were expecting to see a loss, particularly as we were planning to replace the garden house, but the exceptional fundraising and the grant mean the figures are much better than we expected. Without the fundraising and grant we would have had a deficit as the funding rate does not provide enough to cover all the costs of running the preschool, so we are very fortunate that we have support in this way from our parents and the wider community. Although a surplus does sound positive, the annual financial reserve check, where we ensure we have ringfenced funds to ensure statutory redundancy costs, goes up every year due to increases in wage rates. However, we have sufficient funds above our dedicated reserve that we remain a going concern and hope this surplus last year will give us a head start in the coming financial year.

Question Time: No questions were asked.

New Committee

Role of the Committee: The preschool requires a committee to act as the Charity Trustees and is generally made up of parents of attending children. The committee is responsible for the overall management and smooth running of the setting. This includes recruiting, training & development of staff, as well as improving the preschool resources through fundraising activities.

As required, the current committee will now stand down and a new committee will be elected, by nomination & seconding. The committee is needed to ensure the continuation of the preschool, requiring a Chairperson, Treasurer & Secretary, as well as other committee members - so please do consider taking on one of these roles. The existing committee stood down and parenst who did not wish to become a committee member stood down.

The following new Committee members were voted in subject to EY2 / DBS checks:

Name of Committee Member	Nominated by:	Seconded by:
Simrat Rait (existing)	Hayley Evison	Jodi Perseval
Michelle Beerensson (existing)	Simrat Rait	Allison Ovenden
Charli Porter	Katy Williams	Jodi Perseval
Katy Williams	Charli Porter	Allison Ovenden
Jodi Perseval	Charli Porter	Simrat Rait
Hayley Evison	Simrat Rait	Jodi Perseval
Joanne Ruaux (existing)	Simrat Rait	Allison Ovenden
Ellie Nason (existing in absence)	Charli Porter	Simrat Rait
Sananur Guy (existing in absence)	Katy Williams	Simrat Rait

Officer Role	Name of Committee Member	Nominated by:	Seconded by:
Chair	Katy Williams	Michelle Beerensson	Simrat Rait
Secretary	Joanne Ruaux	Michelle Beerensson	Simrat Rait
Treasurer	Ellie Nason	Michelle Beerensson	Simrat Rait

The Secretary and Treasurer roles will be supported by the paid administrator TGB.
Committee member information sheets and data consent forms were handed out for immediate completion. TGB to change Charity Commission information. MB to email Ofsted with EY3a information. Whatsapp group to be set up with new committee to assist new committee members through the EY2 and DBS check procedures and hopefully new members will be able to complete on-line at home. The existing committee agreed to help new members through the process.
TGB handed out an instruction letter on the EY2/DBS procedure plus hard copies of the Identity Checking Form which MB will need to check and submit to Ofsted.
New members to submit receipt of DBS cost and own bank details to TGB via the preschool email (approximately £8) which will be reimbursed immediately. DBS and EY2 should be completed as soon as possible and certainly within 2 weeks of this meeting.

TGB to send information and links regarding Safeguarding policies and online training courses.

Date of next meeting to be confirmed via WhatsApp poll.

Approved by the committee of Great Chart and Singleton Preschool on 20th October 2026

GREAT CHART AND SINGLETON PLAYGROUP

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2026

Charity Number: 295122

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2026

TRUSTEES Michelle Beerensson

Allison Ovenden

Joanne Ruaux

Dr Simrat Rait

Rebecca Birch

Kamila Matysiak

Ellie Nason

Lisa Goss

Sananur Meric Guy

ACCOUNTANT Catt Accountancy Limited

Church Barn, Westwell Court

Westwell

Ashford

Kent

TN25 4JX

GREAT CHART AND SINGLETON PLAYGROUP

INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 JULY 2026

	2026		2025	
	£	**£**	£	£
INCOME				
Fees	**10,957.09**		*8,412.00*	
KCC Funding	**157,490.22**		*146,289.48*	
Fund Raising	**5,278.91**		*6,251.98*	
Donations	**5,660.00**		*900.00*	
Interest	**1,799.37**		*2,158.70*	
Uniform sales	**423.29**		*666.00*	
Deposits for September	**1,693.00**		*1,821.00*	
Other income	**-**		-	
Net Income		**183,301.88**		*166,499.16*
EXPENDITURE				
Wages	**127,053.74**		*123,441.43*	
Tax and NI	**8,694.29**		*6,899.72*	
Pension	**8,207.25**		*8,029.73*	
General running costs	**1,646.81**		*1,731.64*	
Rent	**9,524.25**		*9,626.25*	
Craft and equipment	**8,229.79**		*2,684.57*	
Cafe	**1,463.04**		*1,108.56*	
Telephone and internet	**100.00**		*470.99*	
Training	**928.60**		*135.00*	
Gifts	**460.42**		*431.66*	
Fund raising	**752.66**		*631.14*	
Professional memberships and insurance	**2,561.75**		*3,309.75*	
Uniform	**1,728.30**		*400.94*	
Waste collection	**1,135.20**		*1,160.40*	
Photocopier	**919.64**		*824.01*	
		173,405.74		*160,885.79*
Surplus/(Defecit) for the year		**9,896.14**		*5,613.37*
General Fund				
Opening balance		**130,783.51**		*125,170.14*
Surplus/(Defecit) for the year		**9,896.14**		*5,613.37*
		140,679.65		*130,783.51*
Represented by:				
Reserve account		**135,685.57**		*127,886.20*
Current account		**4,121.61**		*1,852.81*
Cash in hand		**872.47**		*1,044.50*
		140,679.65		*130,783.51*

GREAT CHART AND SINGLETON PLAYGROUP

INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 JULY 2026

CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees/ members of	Charity Name Great Chart and Singleton Playgroup		
On accounts for the year ended	31 July 2026	**Charity no (if any)**	295122
Set out on pages	1-2 (remember to include the page numbers of additional sheets)		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 07 / 2026**.

Responsibilities and basis of report

As the charity trustees of the Trust, 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 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* *Please delete the words in the brackets if they do not apply.*

Signed:	Catt Accountancy	**Date:**	11/09/2026
Name:	Catt Accountancy Limited		
Relevant professional qualification(s) or body (if any):	Association of Certified Chartered Accountants (ACCA)		
Address:	Church Barn, Westwell Court Ashford, Kent TN25 4JX		

Section B	Disclosure
	Only complete if the examiner needs to highlight 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.	