Trustees' Annual Report for the period

	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
From	01	01	2025	TO	31	12	2025

Section A Reference and administration details

Charity name	Little Gems Pre-School, Luton
Other names charity is known by	
Registered charity number (if any)	802447

Charity's principal address	Little Gems Pre-School, Luton
	C/O Wigmore Primary School
	Twyford Drive, Luton
Postcode	LU2 9TB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	SARAH GANNON	CHAIR		COMMITTEE
2	SAMANTHA DEVANE	TREASURER	01/12/2025 – 11/12/2025	COMMITTEE
3	KATHRYN BILEY	SECRETARY		COMMITTEE
4	LOUISE WRIGHT	TREASURER	11/12/2025 – 31/12/2025	COMMITTEE
5				
6				
7				
8				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
GEMMA BOWKETT (CUSTODIAN TRUSTEE)	
ERIKA HURST (CUSTODIAN TRUSTEE)	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
INDEPENDENT EXAMINER	NEIL GRIFFITHS	LIGHTHOUSE ACCOUNTANCY LTD, THE OLD PUMP HOUSE, 44A NORTH ROAD, GREAT ABINGTON, CAMBRIDGE, CB21 6AS.

Name of chief executive or names of senior staff members (Optional information)

SARAH GANON – CHAIR, GEMMA BOWKETT – MANAGER, AMANDA CARNELL – ADMINISTRATOR

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CONSTITUTION
How the charity is constituted (eg. trust, association, company)	MANAGEMENT COMMITTEE WITH THREE TRUSTEES AND GENERAL COMMITTEE MEMBERS. 2 CUSTODIAN TRUSTEES.
Trustee selection methods (eg. appointed by, elected by)	ELECTED AT AGM.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

LITTLE GEMS PRE-SCHOOL WORKS CLOSELY WITH THE EARLY YEARS ALLIANCE FOR TRUSTEE GUIDANCE AND TRAINING.

POLICIES AND PROCEDURES ARE REVIEWED ANNUALLY AND SIGNED OFF BY OUR CURRENT CHAIR PERSON.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To advance the education of children below school age by:

a) Providing a safe, friendly environment for children to enjoy and progress.
b) Encouraging other charitable activities through which parents may help the children.
c) Furthering the aims of the pre-school.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

We run additional groups within pre-school. These can include phonics sessions, musical and PE sessions as well as groups tailored for children's specific needs, such as English as a second language.

Little Gems Pre-School is dedicated to healthy eating and we have our own kitchen co-ordinator who plans healthy snacks, with the children, to help promote independence. This year we have joined forces with Growing Healthy Families to tackle the issue and are working towards accreditation. We have seen a huge improvement in the children's lunches and will continue to work hard until changes are evident and consistent.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

For the first time we held a family Christmas party in place of our usual Halloween party which was a great success and enjoyed by all.

We have also been able to resurface our outdoor area, updating it and ensure it is safe and as weatherproof as possible.

Section E Financial review

Brief statement of the charity's policy on reserves	We have a contingency account which we hope to be able to increase with a view to replacing our portacabin building as they only have an estimated lifespan of 5-10 years, as ours is a refurb. A new one will cost in excess of £100,000.
Details of any funds materially in deficit	N/A

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The majority of the money we receive comes from the local authority for funded children. We also get funds from additional sessions, fundraising activities (Christmas and Halloween parties) and donations in cash or via our Amazon wish list and Easyfundraising.

We have had some unavoidable, major renovations to our playground area and children's toilet area this year, which has reduced our savings considerably. We aim to build these savings back up as soon as possible.

A change in the way our funding payment schedules are made has also had an impact on our financials this year. It has taken time to adjust to the new monthly payments instead of termly, but we finally seem to be turning a corner with that now that we have had an adjustment period.

Section F Other optional information

Lighthouse Accountancy independently examine our accounts and the Early Years Alliance process our payroll. This means that we have a stable routine in place so that a new committee do not have to worry about this side of our charity. This keeps things simple for everyone.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	LOUISE WRIGHT	KATHRYN BILEY
Position (eg Secretary, Chair, etc)	TREASURER	SECRETARY

Date 23/04/2026

Little Gems Pre-School

Financial Activities

1 January-31 December, 2025

	TOTAL	
	JAN 1 - DEC 31 2025	JAN 1 - DEC 31 2024 (PY)
Income		
Bank Interest	611.58	1,144.50
Commission	142.84	232.57
Discounts/Refunds Given	2.15	1.40
Donations and legacies	14.80	165.95
Funding	206,992.41	234,457.17
Fundraising	3,130.95	2,924.00
School Meals	-383.30	2,630.00
Service/Fee Income	11,518.50	19,048.95
Uniform	490.00	559.00
Total for Income	**£222,519.93**	**£261,163.54**
Cost of Sales		
Cost of sales		1,876.50
Total for Cost of Sales		**£1,876.50**
Total	**£222,519.93**	**£259,287.04**
Expenditures		
Accountancy	460.00	460.00
Activities	1,209.74	1,060.79
Advertising/Promotional		300.00
Agency Staff		1,109.59
ASDA Gift Card	1,744.34	1,685.35
Bank charges	102.60	126.00
Bookkeeping	666.00	542.40
Children's Craft	614.60	582.11
Children's Play Equipment		42.90
Children's Toys	1,025.00	3,073.60
Clothing		129.00
Computer Costs	605.09	
DBS Checks	282.95	623.41
Discounts given	-1.02	
Drink	39.50	132.48
Employers NI	9,905.60	8,057.92
First Aid Supplies	48.22	32.28
Food	146.65	225.58
Furniture Expenditure	50.99	
General Expenses	129.00	
Gifts	1,623.94	2,197.16
Gross Pay	211,043.50	199,462.46
Hygiene Supplies	4,679.55	3,129.31
Insurances	1,891.40	1,607.12
Internet, Web & Email Costs	419.28	390.60
Kitchen Equipment	620.45	339.52
Office/General Administrative Expenditures	436.66	824.56
Payroll Services	1,219.56	1,106.49
Pension Contributions	3,717.25	3,317.98
Phone Costs	979.75	872.04
Postage Costs	6.80	94.15

Little Gems Pre-School

Financial Activities

1 January-31 December, 2025

	TOTAL	
	JAN 1 - DEC 31 2025	JAN 1 - DEC 31 2024 (PY)
Printing Costs	1,193.28	126.56
Professional Fees and Services	150.32	136.32
Purchases	280.79	
Raising funds		142.48
Recruitment Costs		288.00
Refund	10.00	-50.00
Rent or Lease of Buildings	2,520.00	3,060.00
Repair, maintenance, servicing and security	22,973.25	26,292.50
Software Updates and Subscriptions	877.54	760.70
Staff Eye Tests	415.00	
Staff Meals & Entertainment	23.63	116.99
Staff Training	758.14	1,829.03
Stationary	38.98	18.91
Storage Offsite	56.61	
Storage Sheds	1,452.00	
Travel, Accommodation and Parking	350.00	485.10
Trips	255.50	210.00
Uncategorised Expenditure	0.00	
Uniform, Book Bags and Clothing	212.81	574.21
Total for Expenditures	**£275,235.25**	**£265,515.60**
Net Operating Income	**-£52,715.32**	**-£6,228.56**
Net Income/(Expenditure)	**-£52,715.32**	**-£6,228.56**

CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Report to the trustees/ members of

Charity Name: LITTE GEMS PRE-SCHOOL, LUTON

On accounts for the year ended 31ST DECEMBER 2025 | **Charity no (if any)** 802447

Set out on pages ONE TO THREE (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 31/12/2025.

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

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]~~. *Delete* [ ] *if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below~~ *) 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.

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

Signed: [signature] **Date:** 14 MAY 2026

Name: NEIL JOHN GRIFFITHS

Relevant professional qualification(s) or body (if any): FFA (231481) ATT (163591)

Address: 1 THE RIDGEWAY, LINTON, CAMBRIDGE CB21 4NA. LIGHTHOUSE ACCOUNTANCY LTD.

[redacted]

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.

