

CHARMINSTER PRE-SCHOOL

**ANNUAL REPORT AND UNAUDITED
FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 JULY 2022

Registered Charity No 1019866

E d w a r d s & K e e p i n g

Chartered Accountants

CHARMINSTER PRE-SCHOOL

CONTENTS

	Page
Reference and administrative details	1 - 2
Report of the trustees	3 - 5
Independent examiner's report to the trustees	6
Statement of financial activities	7
Balance sheet	8
Notes to the financial statements	9 - 10

CHARMINSTER PRE-SCHOOL

REFERENCE AND ADMINISTRATIVE DETAILS

Constitution

The charity was established by constitution dated 16 July 1992 (amended 6 November 2011) and its objects are to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

Charminster Pre-School is a community run pre-school accessible to children and families from all sections of the local community. We offer a friendly classroom environment where learning is encouraged through play, providing high quality care and education, working in partnership with parents and carers to help children learn and develop.

Charminster Pre-School registered as a charity on 22 April 1993 (No 1019866) and is governed by the constitution of the Pre-school Learning Alliance , which was most recently revised October 2008. It is managed by an elected committee of carers.

The committee of trustees serving during the year were as follows;

Committee/Trustees

Chairperson	Emma Norman (Appointed 07/10/20, Resigned 05/10/22)
Vice Chairperson	Becky Hewish (Appointed 06/10/21, Resigned 05/10/22)
Treasurer	Simon Pengelly (Appointed 02/10/19, Resigned 06/10/21) Hilary Davies (Appointed 06/10/21)
Secretary	Jess Cutler (Appointed 07/10/20, Resigned 02/03/22) Sophie Sherry (Appointed 02/03/22, Resigned 08/01/23)
Safeguarding	Louisa Swabey-Payne (Appointed 07/10/20, Resigned 12/10/21)
General committee members	Becky Hewish Rachel Shaw (Appointed 01/11/20) Sophie Sherry (Appointed 07/10/20) Donna Barnes (Appointed 18/11/21, Resigned 05/10/22)

CHARMINSTER PRE-SCHOOL

REFERENCE AND ADMINISTRATIVE DETAILS (CONTINUED)

Charity's principal office

West Hill
Charminster
Dorchester
Dorset
DT2 9RD

Independent Examiner

S J Hough FCA
Messrs Edwards and Keeping
Unity Chambers
34 High East Street
Dorchester
Dorset
DT1 1HA

CHARMINSTER PRE-SCHOOL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2022

The trustees present their annual report and financial statements of the Charity for the year ended 31 July 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed dated 16 July 1992 (amended 6 November 2011), the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

Objectives and activities for the public benefit

The pre-school was created to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups. It does this by providing a community run pre-school accessible to children and families from all sections of the local community. We offer a friendly classroom environment where learning is encouraged through play, providing high quality care and education, working in partnership with parents and carers to help children learn and develop.

Review of Activities and Achievements

Despite a smaller committee than other years, and some staffing and recruitment challenges, the committee and preschool staff had a very productive and successful year. With thanks to our local community, the preschool was lucky enough to secure a number of grants as well as received a number of significant donations from local businesses.

From the previous financial year, the preschool vowed to make the garden areas their focus for fundraising and grants, to ensure the quality of outdoor provision for the children's use all year around and in all weathers. This commitment is evident in the following achievements. With the help of voters/supporters, the preschool won Dobbies' Helping Your Community Grow grant (the benefits of which are carried into the next financial year) and the Asda Community Grant through their Green Token scheme. The grant from Asda enabled the preschool to achieve building and establishing a new dedicated growing area in the older group garden. This has allowed and will continue to enable all preschool children to engage with and experience planting, growing, harvesting and eating their own fruits, vegetables and herbs. This area has been hugely successful, creating an abundance of foods which we were able to share with the wider community during the summer holidays.

We received a number of generous donations throughout the year: timber and donated time to replace the fence line of the younger group garden; donated soil; sand; seeds for our growing area. There were a number of hugely successful fund raising events, such as, a Christmas Dinner Raffle, hosted our first Bingo Night, Jumble Trail, Family Fun Day, and more. Staff members Rachel and Sioux completed a sponsored Wing Walk and Skydive in aid of the preschool.

The preschool leaders and committee drew up plans for major works and improvements in the older group garden which received a number of quotations. Sadly, due to a number of factors out of the preschool's control, this planned work was halted and has been carried through to the following financial year. The funds raised towards this are carried forward also. The preschool is committed to these works going ahead as soon as is practically possible.

CHARMINSTER PRE-SCHOOL

REPORT OF THE TRUSTEES (CONTINUED)

Financial review

During the year the pre-school generated funding and fees of £186,177 (2021: £161,272) and incurred expenditure of £159,397 (2021 : £149,970), generating a surplus of £26,780 (2021: £11,302). At the year end, the pre-school had reserves of £129,613 (2021 : £102,833) of which £nil was held for restricted purposes (2021 : £nil).

The pre-school is predominantly funded through the EYSFF (Early years single funding formula) but also raises funds by applying for grants and fundraising events throughout the year.

Policy on Reserves

The trustees' aim is to maintain a sufficient level of reserves to enable it to carry out its charitable objectives for the foreseeable future. At the end of the year the reserves held totalled £129,613. The trustees propose to maintain the pre-school reserves at a level which is at least equivalent to three months operational expenditure and ideally nearer to six months operational expenditure. The building is likely to need replacement in the long term and reserves need to be accumulated for this purpose. The trustees intend to continue building reserves through fundraising events as detailed above.

Structure, governance and management

The trust is a charity, constituted under the constitution of the Pre-school learning alliance. It is a registered charity number 1019866. The charity is managed by an elected committee of carers which meets about eight times a year. Potential new trustees are invited to attend a committee meeting and are elected when there is a vacancy. The charity's formal positions (Chairperson, Treasurer and Secretary) are appointed annually at the annual general meeting in October. The quorum for committee meetings is half of the members. The Chairperson does not vote unless there is a split, at which point the Chairperson has the casting vote.

The charity employs a play leader (also qualified in special needs), a deputy play leader, 8 early years practitioners, a part time administrator and a part time accounts administrator. The setting also benefits from a voluntary helper.

CHARMINSTER PRE-SCHOOL

REPORT OF THE TRUSTEES (CONTINUED)

Charity law requires the trustees to prepare statements of account for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources for that period. In preparing those financial statements, the trustees are required to:-

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Value assets and liabilities in accordance with the Statement of Recommended Practice Accounting by Charities;
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation;

The trustees are responsible for keeping proper accounting records which are sufficient to show and explain the charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Charity, and to enable them to ensure that any statement of account comply with the requirements of the Charity (Accounts and Reports) Regulations 2000. 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.

Approved by the Committee of Management on 27 May 2023

and signed on its behalf by Hilary Davies, Treasurer

CHARMINSTER PRE-SCHOOL

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31st July 2022 which are set out on pages 7 to 10.

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 Charity's accounts carried out under section 145 of the 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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

(1) accounting records were not kept in respect of the charity as required by section 130 of the Act; or

(2) the accounts do not accord with those records.

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.

S J Hough FCA
Messrs Edwards and Keeping
Unity Chambers
34 High East Street
Dorchester
Dorset
DT1 1HA

30 May 2023

CHARMINSTER PRE-SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2022

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income				
Funding	123,140	-	123,140	122,434
Fees (including administration fees)	38,119	-	38,119	23,622
Grants	-	400	400	8,640
General fundraising	17,576	-	17,576	5,106
Donations	4,513	-	4,513	436
Children's uniforms	412	-	412	709
Forest School	1,007	-	1,007	271
Miscellaneous	1,000	-	1,000	20
Bank interest	10	-	10	34
Total income	185,777	400	186,177	161,272
Expenses				
Wages	117,097	400	117,497	109,584
Pension contributions (including employee)	7,423	-	7,423	6,148
Maintenance	8,831	-	8,831	12,304
Cleaning	3,063	-	3,063	3,399
Utilities	3,404	-	3,404	4,103
Insurance	1,988	-	1,988	1,973
Toys and books	741	-	741	826
Materials for children	754	-	754	1,271
Subscriptions	1,085	-	1,085	905
Stationery	927	-	927	922
Provisions	1,333	-	1,333	755
Forest school expenses	16	-	16	29
Training	222	-	222	185
Furniture and equipment	2,063	-	2,063	5,075
Children's uniform	226	-	226	376
Staff uniform	645	-	645	419
Miscellaneous	704	-	704	259
Trips and special occasions	4,945	-	4,945	259
Payroll fees	660	-	660	705
Accountancy	120	-	120	120
Fund raising costs	2,750	-	2,750	353
Total expenses	158,997	400	159,397	149,970
Net surplus	26,780	-	26,780	11,302
Transfer between funds	-	-	-	-
Funds brought forward	102,833	-	102,833	91,531
Funds carried forward	129,613	-	129,613	102,833

CHARMINSTER PRE-SCHOOL

BALANCE SHEET AS AT 31 JULY 2022

	2022		2021	
	£	£	£	£
Current assets				
Cash at bank - Co-op current account	100,218		73,448	
Cash at bank - Co-op reserve account	29,356		29,346	
Petty cash	39		39	
Current assets less current liabilities		129,613		102,833
Total assets		129,613		102,833
Funds				
Unrestricted funds		129,613		102,833
Restricted funds		-		-
		129,613		102,833

The financial statements were approved by the board on 27 May 2023

Signed on behalf of board of trustees

Hilary Davies, Treasurer

CHARMINSTER PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2022

1 Accounting Policies

Basis of preparation

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the notes to these accounts. The financial statements have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (issued in October 2019) (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The charity holds 6 months reserves and has set a prudent budget.

Income recognition

All incoming resources are recognised once the charity has received the resources.

Grants and donations are recognised when the funds are received into the charity's bank account.

Investment income

Interest on funds held on deposit is included when received.

Expenditure recognition

Liabilities are recognised as expenditure as soon as the funds have been issued.

All expenditure is accounted for on a receipts basis. All expenses are allocated or apportioned to the applicable expenditure headings.

Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

Governance costs

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to external examinations.

Cost of generating funds

The costs of generating funds consists of expenditure incurred for fund raising events.

Cash and cash equivalents

Cash at bank and in hand consists entirely of cash balances held with the trust's bankers.

CHARMINSTER PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS CONTINUED FOR THE YEAR ENDED 31 JULY 2022

2 Investment income	2022	2021
	£	£
Deposit interest received	10	34

All the investment income is attributable to unrestricted funds.

3 Analysis of expenditure	Support and governance costs	2022	2021
Activity		Total	Total
	£	£	£
Independent examiner	-	120	120

4 Analysis of staff costs and the cost of key management personnel

	2022	2021
Staff costs	£	£
Gross wages, salaries and benefits in kind	121,190	112,725
Employer's National Insurance costs	522	386
Pension costs	3,208	2,621
	124,920	115,732
Average number of employees (head count)	10	9

No employees had employee benefits in excess of £60,000 - Nil (2021 : Nil).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2021 : Nil). Three trustees were reimbursed expenses totalling £586 during the year (2021 : Four trustees were reimbursed expenses totalling £37). No charity trustee received payment for professional or other services supplied to the charity (2021 : Nil).

The key management personnel of the charity comprise the trustees and the play leader.

The total employee benefits of the key management personnel of the charity was £18,145 (2021 : £18,191).

5 Analysis of charitable funds

Fund name	Fund balances brought forward	Income	Expenditure	Fund transfers	Fund balances carried forward
	£	£	£	£	£
Unrestricted funds	102,833	185,777	158,997	-	129,613
Restricted funds	-	400	400	-	-
Total funds	102,833	186,177	159,397	-	129,613

The unrestricted funds are available to be spent for any purposes of the charity.

6 Related Party Transactions

There are no related party transactions that require disclosure.