

CHARMINSTER PRE-SCHOOL

**ANNUAL REPORT AND UNAUDITED
FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 JULY 2023

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 - 11

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	Alex Greening (Appointed 03/10/23) Todd Richards (Appointed 05/10/22, Resigned 03/10/23) Emma Norman (Appointed 07/10/20, Resigned 05/10/22)
Vice Chairperson	Becky Hewish (Appointed 06/10/21, Resigned 05/10/22) Alex Greening (Appointed 5/10/22, Appointed Chairperson 03/10/23)
Treasurer	Hilary Davies (Appointed 06/10/21)
Secretary	Sophie Sherry (Appointed 02/03/22, Resigned 08/01/23) Keelie Alley (Appointed 24/01/23)
Safeguarding	None
General committee members	Rachel Shaw (Appointed 01/11/20) Donna Barnes (Appointed 18/11/21, Resigned 05/10/22) Keelie Alley (Appointed 5/10/22, Appointed Secretary 24/01/2023) Jasmine-Rae Kibbey (Appointed 05/10/22, Resigned 21/04/23) Hayley White (Appointed 05/10/22, Resigned 03/10/23) Phil Longdin (Appointed 05/10/22) Charlotte Loving (Appointed 05/10/22) Amy Cooke (Appointed 24/01/23)

CHARMINSTER PRE-SCHOOL

REFERENCE AND ADMINISTRATIVE DETAILS (CONTINUED)

Charity name	Charminster Pre-School
Charity registration number	1019866
Charity's principal office	West Hill Charminster Dorchester Dorset DT2 9RD
Independent Examiner	S J Hough FCA Edwards & Keeping Unity Chambers 34 High East Street Dorchester Dorset DT1 1HA

CHARMINSTER PRE-SCHOOL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2023

The trustees present their annual report and financial statements of the Charity for the year ended 31 July 2023.

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 all-weather environment where learning is encouraged in both indoor and outdoor settings through play, planned activities, arts and crafts, reading and a variety of other activities and toys aimed to interest and challenge the children. The use of high-quality care and education whilst working in partnership with our families is key to helping children learn and develop. The Committee confirms it has given careful consideration to the Charity Commission's general guidance on public benefit.

Review of Activities and Achievements

It has been a year of successes at Charminster Preschool. In November 2022 preschool was inspected by two lovely ladies from Ofsted who spent the day with us, sharing at the end with our Preschool Leader the wonderful news that they wished to grade our preschool Outstanding in all of the areas. It was the most incredible feeling of achievement, and we were elated for the entire team. Keeping this news quiet until we could officially share the report at the end of December was challenging but what a Christmas treat to be able to say it aloud and openly share the news with our families and then our wider community. This is a testament to the dedication, hard work and willingness of the teaching team to continue to develop themselves and our provision to best meet the needs of our families year on year and provide the truly high-quality play, learning and care that we do.

We have continued to provide Zoom story nights for our families and a day in our community for our summer activity day linking with different organizations including the local Scouts, the Church, WI, Wolfeton Manor Care Home, Maiden Castle Farm and Wigglets.

We haven't stopped at this either, if anything the years events have further motivated us to keep on reflecting, learning, adapting, and improving to keep up the high standards for ourselves and our families. We cannot speak highly enough of the Preschool teaching team.

Our Preschool Committee have been very supportive and have provided hands on support which has enabled us to achieve many of the improvement projects during the course of the year; practical and expert support; supported and delivered successful fundraisers including various raffles, a virtual balloon race, Family Fun Day, smartie challenge and even selling mistletoe.

CHARMINSTER PRE-SCHOOL

REPORT OF THE TRUSTEES (CONTINUED)

Financial review

During the year the pre-school generated funding and fees of £167,329 (2022: £186,177) and incurred expenditure of £149,715 (2022 : £159,397), generating a surplus of £17,614 (2022: £26,780). At the year end, the pre-school had reserves of £147,227 (£129,613) of which £nil was held for restricted purposes (2022 : £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 £147,227. 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 2024

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 2023 which are set out on pages 7 to 11.

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
Edwards & Keeping
Unity Chambers
34 High East Street
Dorchester
Dorset
DT1 1HA

28 May 2024

CHARMINSTER PRE-SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2023

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income				
Funding	116,813	-	116,813	123,140
Fees (including administration fees)	36,360	-	36,360	38,119
Grants (restricted 2022 £400)	-	-	-	400
General fundraising	10,984	-	10,984	17,576
Donations	881	-	881	4,513
Children's uniforms	237	-	237	412
Forest School	1,889	-	1,889	1,007
Miscellaneous	-	-	-	1,000
Bank interest	165	-	165	10
Total income	167,329	-	167,329	186,177
Expenses				
Wages (including £400 restricted 2022)	119,896	-	119,896	117,497
Pension contributions (including employee)	7,602	-	7,602	7,423
Maintenance	(4,761)	-	(4,761)	8,831
Cleaning	3,321	-	3,321	3,063
Utilities	4,504	-	4,504	3,404
Insurance	2,011	-	2,011	1,988
Toys and books	949	-	949	741
Materials for children	906	-	906	754
Subscriptions	1,193	-	1,193	1,085
Stationery	878	-	878	927
Provisions	1,057	-	1,057	1,333
Forest school expenses	27	-	27	16
Training	850	-	850	222
Furniture and equipment	1,348	-	1,348	2,063
Children's uniform	218	-	218	226
Staff uniform	454	-	454	645
Miscellaneous	263	-	263	704
Trips and special occasions	4,777	-	4,777	4,945
Payroll fees	840	-	840	660
Accountancy	780	-	780	120
Fund raising costs	2,339	-	2,339	2,750
Depreciation	263	-	263	-
Total expenses	149,715	-	149,715	159,397
Net surplus	17,614	-	17,614	26,780
Transfer between funds	-	-	-	-
Funds brought forward	129,613	-	129,613	102,833
Funds carried forward	147,227	-	147,227	129,613

CHARMINSTER PRE-SCHOOL

BALANCE SHEET AS AT 31 JULY 2023

	2023		2022	
	£	£	£	£
Tangible assets		1,051		-
Current assets				
Cash at bank - Co-op current account	117,391		100,218	
Cash at bank - Co-op reserve account	29,521		29,356	
Petty cash	39		39	
		146,951		129,613
Current liabilities				
Other creditors- Credit card		(775)		-
Current assets less current liabilities		146,176		129,613
Net assets		147,227		129,613
Funds				
Unrestricted funds		147,227		129,613
Restricted funds		-		-
		147,227		129,613

The financial statements were approved by the board on 27 May 2024

Signed on behalf of board of trustees Hilary Davies, Treasurer

CHARMINSTER PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2023

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.

The accounts are presented in sterling which is the functional currency of the Trust and rounded to the nearest £.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

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 charity's bankers.

Depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is calculated to write off the cost less residual value of each asset over its expected useful life as follows:

Shed - 20% per annum straight line basis.

CHARMINSTER PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS CONTINUED FOR THE YEAR ENDED 31 JULY 2023

2 Tangible fixed assets	Shed
At Cost	£
At 1 August 2022	-
Additions	1,314
Disposals	-
At 31 July 2023	<u>1,314</u>
Depreciation	
At 1 August 2022	-
Disposals	-
Charge for the year	263
At 31 July 2023	<u>263</u>
Net book value	
At 1 August 2022	-
At 31 July 2023	<u><u>1,051</u></u>

3 Investment income	2023	2022
	£	£
Deposit interest received	165	10

All the investment income is attributable to unrestricted funds.

4 Analysis of expenditure	Independent Examination	Support and governance	2023	2022
Activity	Fee	Costs	Total	Total
		£	£	£
Independent examiner	240	540	780	120

5 Analysis of staff costs and the cost of key management personnel	2023	2022
Staff costs	£	£
Gross wages, salaries and benefits in kind	124,240	121,190
Employer's National Insurance costs	-	522
Employers pension costs	3,258	3,208
	<u>127,498</u>	<u>124,920</u>
Average number of employees (head count)	12	10

No employees had employee benefits in excess of £60,000 - Nil (2022 : Nil).

CHARMINSTER PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS CONTINUED FOR THE YEAR ENDED 31 JULY 2023

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2022 : nil). Four trustees were reimbursed expenses for DBS checks and wet weather clothing totalling £40 during the year (2022 : Three trustees were reimbursed expenses totalling £586). No charity trustee received payment for professional or other services supplied to the charity (2022 : Nil).

6 Analysis of charitable funds

Fund name	2023	Fund balances 01/08/2022	Income	Expenditure	Fund transfers	Fund balances 31/07/2023
		£	£	£	£	£
Unrestricted funds		129,613	167,329	149,715	-	147,227
Restricted funds		-	-	-	-	-
Total funds		129,613	167,329	149,715	-	147,227

Fund name	2022	Fund balances 01/08/2021	Income	Expenditure	Fund transfers	Fund balances 31/07/2022
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 restricted fund relates to a ring fenced grant.

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

7 Related Party Transactions

There are no related party transactions that require disclosure.