

SHEPHERDSWELL PRE-SCHOOL

England & Wales · Charity number 1020790

Details

Other names	SHEPHERDSWELL PLAYGROUP, SHEPHERSWELL PLAYGROUP
Status	Registered
Legal form	Other
Registered	1993-05-13
Register	View on the Charity Commission register

Contact

Address	Shepherdswell Village Hall Coxhill Shepherdswell Dover CT15 7NN
Phone	01304830045
Email	shepherdswellpreschool@hotmail.co.uk
Website	www.shepherdswellpreschool.co.uk

Activities

Objects: 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

Activities: Shepherdswell pre-school plans its activities within the framework of the Early Years Foundation Stage. The qualified and experienced staff provide a variety of well-prepared activities each day to help the children learn and develop through play. The children are supported in developing their potential at their own pace and the children's happiness and welfare comes first at all times.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- **Area of benefit:** NOT DEFINED IN PRACTICE THE CATCHMENT AREA OF THE PLAYGROUP
- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£186,354	£171,961	-	-
2024-08-31	£157,064	£154,498	-	-
2023-08-31	£143,516	£156,070	-	-
2022-08-31	£139,671	£135,280	-	-
2021-08-31	£103,298	£102,838	-	-
2020-08-31	£109,886	£105,464	-	-

Trustees

Name	Role	Appointed
Kate Claire Emby-Tarr		2024-11-13
Lari Sanderson-Goodey		2023-11-22
Megan Perfect		2023-11-22
Paula Reid		2022-11-30
Sarah Jones		2023-11-22

SHEPHERDSWELL PRE-SCHOOL

England & Wales - Charity number 1020790

Accounts

Shepherdswell Pre-school



SHEPHERDSWELL PRE-SCHOOL

FINANCIAL STATEMENTS

31 AUGUST 2025

Charity Number 1020790

**SHEPHERDSWELL PRE-SCHOOL
FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2025**

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SHEPHERDSWELL PRE-SCHOOL

TRUSTEES AND PROFESSIONAL ADVISERS

Registered charity name Shepherdswell Pre-school

Charity number 1020790

Correspondence address Shepherdswell Village Hall
Cox Hill
Shepherdswell
Dover
CT15 7NN

Trustees L Sanderson-Goodey
S Jones
M Perfect
P Reid
K C Emby-Tarr

Independent Examiner Alexander Baker
Burgess Hodgson Audit Limited
Chartered Accountants
Camburgh House
27 New Dover Road
Canterbury
Kent
CT1 3DN

Bankers Lloyds Bank
43 Sandgate Road,
Folkestone,
CT20 1RZ

SHEPHERDSWELL PRE-SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2025

The trustees present their report and the financial statements of the charity for the year ended 31 August 2025.

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of trustees and professional advisers on page 1 of the financial statements.

THE TRUSTEES

The trustees who served the charity during the period were as follows:

L Sanderson-Goodey

S Jones

M Perfect

P Reid

K C Emby-Tarr – (Appointed 13 November 2024)

A Stevens – (Resigned 13 November 2024)

C Moore – (Resigned 13 November 2024)

STRUCTURE, GOVERNANCE AND MANAGEMENT

The governing document of the charity is the constitution dated 20 May 2015 which is based on the Pre-school Learning Alliance standard 2011 constitution for pre-schools.

The trustees are appointed in line with the charity's constitution.

The day to day running of the charity is undertaken by appointed staff.

RISK MANAGEMENT

The trustees have produced a risk register and actively review the risks faced by the charity. The trustees have examined all risks, including financial risk, operational risk and business risk and confirm that procedures to mitigate significant risks are regularly reviewed and where necessary revised.

OBJECTIVES AND ACTIVITIES

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.

Shepherdswell Pre-school plans its activities within the framework of the Early Years Foundation Stage. The qualified and experienced staff provide a variety of well-prepared activities each day to help the children learn and develop through play. The children are supported in developing their potential at their own pace and the children's happiness and welfare comes first at all times.

PUBLIC BENEFIT

The Trustees consider that the charity activities, as set out in its Objectives and Activities, are in the public benefit. The Trustees confirm they have complied with their duty in section 4 of the Charities Act 2006 to have due regard to the guidance published by the Charity Commission for England and Wales in relation to public benefit provision.

SHEPHERDSWELL PRE-SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2025

ACHIEVEMENTS AND PERFORMANCE

It has been a pleasure to serve as Chair this year, and I would like to begin by expressing heartfelt thanks to the Red Ladies and the entire Committee for their unwavering dedication and support; your continuous hard work has not been unnoticed. The Red Ladies' efforts have ensured that our preschool children continue to enjoy rich, engaging learning experiences that prepare them well for the next steps in their educational journey.

This year has seen the Preschool navigate the challenging roll-out of 30 hours of funded childcare for children aged two and above. Whilst the nursery manager has been proactive in sourcing the appropriate funding rates for all children, it has been a continuous challenge to accurately predict the KCC funding allocation and timeline to be paid into our accounts. In order to mitigate this challenge, Linda has meticulously calculated the funding and the committee has ensured we have enough in savings to allow for the crossover of outgoing payments whilst awaiting the KCC receipts. The committee is very keen to limit the impact on families during a cost of living crisis, and for this year have tried to keep fee increases minimal, however due to the anticipated rise in national wages, our hourly fee may need to be increased in order to retain the significant financial Covid-19 recovery we have obtained.

Our fundraising efforts have been a highlight of the year. The Christmas performance in December 2024 was a joyful event, raising £975.90, alongside a wonderful donation from Sage Environment of £450.00 for new tablets to record the children's learning. The Race Night in Feb 2025 brought in £1,027.00, the Easter Fayre raised £824.27, and our Sponsored Bounce was another success, generating an impressive £579.60. These contributions have been vital in supporting our activities and resources. We also had a personal donation from Hannah Lockie a Girl Guide from the village who raised £124.00 and donated it to us to enable us to have chicks in the setting. We were also part of the Co-op community fund and have received a part payment of £500.00 which we hope to put towards a growing pod for the children. Staffing has remained stable throughout the year, with no turnover—a testament to Linda's outstanding leadership and her commitment to staff well-being and professional development. We have also welcomed Molly as Deputy Manager, via internal promotion, and thoroughly enjoyed her input at our committee meetings.

The Pre-school has maintained good communication links with parents via the Facebook page and Tapestry. Tapestry has continued to streamline our billing process, making it more efficient and cost-effective. These platforms have also reduced costs further as we are moving more towards paperless communication. Our Committee records are fully up to date, including DBS checks and Ofsted documentation for all nominated individuals. This year saw several changes in our Committee: Amy Stevens and Claire Moore have stepped down as committee members and we welcomed Kate Emby-Tarr. The Committee, along with Linda, have reviewed and updated several preschool policies within the policy review cycle. All policies are accessible to parents via our website.

In summary, I feel exceptionally proud of this year within the preschool our reputation within the local community remains strong, evidenced by the waitlisting and high enrolment in September 2025. Additionally, I am pleased to see that we are on our way to successfully recover lost funds from the Pandemic; it is my vision as Chair to ensure the pre-school's financial security so that it long remains a vital part of our village.

FINANCIAL REVIEW

Income for the year was £186,354 (2024: £157,064).

Expenditure for the year was £171,961 (2024: £154,498).

Overall, the charity generated a surplus of £14,393 for the current year (2024: £2,566).

PLANS FOR THE FUTURE

We are continuing with our fundraising events as this year we will need to replace our outside canopy roof and repair our fence posts. We are continuing to monitor our finances due to the extension to 30 hours for 2 year olds of government funding.

SHEPHERDSWELL PRE-SCHOOL
TRUSTEES ANNUAL REPORT
YEAR ENDED 31 AUGUST 2025

RESERVES POLICY

The trustees have considered the reserve level required based on the ongoing needs of the charity, and currently have agreed that the reserves level should represent approximately 3-6 months expenditure. At the balance sheet date, the reserves represented approximately 2.5 months expenditure.

The reserves policy is reviewed at Trustee meetings on an ongoing basis. The trustees are actively looking for areas to decrease costs and increase income and ensure that all debts are paid as they fall due.

STATEMENT OF RESPONSIBILITIES OF THE TRUSTEES

The trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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 trustees.

Lari Sanderson-Goodey
Chair

SHEPHERDSWELL PRE-SCHOOL

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
SHEPHERDSWELL PRE-SCHOOL**

YEAR ENDED 31 AUGUST 2025

I report on the accounts of the charity for the year ended 31 August 2025 which are set out on pages 6 to 9.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees are responsible for the preparation of the accounts. The 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.

Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, 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 Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S 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 seeking 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 EXAMINER'S 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 section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and 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.

Alexander Baker BSc FCA

Burgess Hodgson Audit Limited
Camburgh House
27 New Dover Road
Canterbury
Kent
CT1 3DN

SHEPHERDSWELL PRE-SCHOOL
STATEMENT OF RECEIPTS AND PAYMENTS
YEAR ENDED 31 AUGUST 2025

		Restricted Funds	Unrestricted Funds	Total Funds 2025	Total Funds 2024
	Note	£	£	£	£
INCOMING RESOURCES					
Incoming resources from charitable activities:					
Nursery Fees	2	-	175,554	175,554	146,285
Grants and donations	3	3,522	7,091	10,613	10,382
Other Income	4	-	187	187	397
TOTAL INCOMING RESOURCES		3,522	182,832	186,354	157,064
RESOURCES EXPENDED					
Charitable activities	5	(2,681)	(169,280)	(171,961)	(154,498)
TOTAL RESOURCES EXPENDED		(2,681)	(169,280)	(171,961)	(154,498)
NET INCOMING / (OUTGOING) RESOURCES		841	13,552	14,393	2,566
TOTAL FUNDS BROUGHT FORWARD		-	21,962	21,962	19,396
TOTAL FUNDS CARRIED FORWARD		841	35,514	36,355	21,962

All of the above amounts relate to continuing activities.

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

SHEPHERDSWELL PRE-SCHOOL

STATEMENT OF ASSETS AND LIABILITIES

31 AUGUST 2025

	Restricted Funds	Unrestricted Funds	Total Funds 2025	Total Funds 2024
	£	£	£	£
ASSETS				
Cash at Bank	841	35,468	36,309	21,962
Cash in Hand	-	46	46	-
Debtors	-	-	-	-
TOTAL ASSETS	841	35,514	36,355	21,962
Represented by:				
General Funds	-	35,514	35,514	21,962
Restricted Funds	841	-	841	-
	841	35,514	36,355	21,962
LIABILITIES				
HMRC Liability	-	1,383	1,383	973
Pension Creditor	-	562	562	622
Other Liabilities	-	-	-	-
	-	1,945	1,945	1,297

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have taken advantage of the provisions that apply to small charities and have prepared a Statement of Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 6-7.

These financial statements were approved by the trustees and authorised for issue on the 12 November 2025 and are signed on their behalf by:

Lari Sanderson-Goodey
Chair

SHEPHERDSWELL PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

31 AUGUST 2025

1. BASIS OF ACCOUNTING

The financial statements have been prepared under the "Receipts & Payments" basis as allowed for charities with income less than £250,000.

2. PRE-SCHOOL FEES

	Restricted Funds	Unrestricted Funds	Total Funds 2025	Total Funds 2024
	£	£	£	£
KCC vouchers	-	155,784	155,784	111,463
Parents	-	19,770	19,770	34,822
	<u>-</u>	<u>175,554</u>	<u>175,554</u>	<u>146,285</u>

3. GRANTS AND DONATIONS

	Restricted Funds	Unrestricted Funds	Total Funds 2025	Total Funds 2024
	£	£	£	£
Fundraising	124	5,392	5,516	4,062
SENIF Grants	549	-	549	300
EYITT Grants	1,167	-	1,167	5,833
Other Grants	1,682	1,699	3,381	437
	<u>3,522</u>	<u>7,091</u>	<u>10,613</u>	<u>10,632</u>

4. OTHER INCOME

	Restricted Funds	Unrestricted Funds	Total Funds 2025	Total Funds 2024
	£	£	£	£
Interest Received	-	187	187	147
	<u>-</u>	<u>187</u>	<u>187</u>	<u>147</u>

SHEPHERDSWELL PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

31 AUGUST 2025

5. COST OF CHARITABLE ACTIVITIES

	Restricted Funds	Unrestricted Funds	Total Funds 2025	Total Funds 2024
	£	£	£	£
Salaries and National Insurance	1,716	142,754	144,470	130,889
Employee Pensions	-	2,591	2,591	2,266
Training	-	994	994	1,184
Rent and Utilities	-	8,107	8,107	7,204
Insurance	-	1,448	1,448	967
Building Repairs	-	600	600	417
Garden Expenses	-	947	947	1,562
Computer Equipment	-	320	320	-
Play Equipment	-	2,342	2,342	738
Other Equipment	-	1,004	1,004	675
Cleaning Materials	-	1,319	1,319	1,751
Refreshments	-	1,968	1,968	1,431
Postage and Stationery	-	302	302	630
Subscriptions and Registrations	-	880	880	777
Professional fees	-	1,870	1,870	2,242
Fundraising activities and costs	965	1,339	2,304	869
Sundry Expenses	-	495	495	896
	<u>2,681</u>	<u>169,280</u>	<u>171,961</u>	<u>154,498</u>

6. PAYMENTS TO TRUSTEES

No remuneration, pensions or expenses were paid to Trustees during the year (2024: £Nil).

SHEPHERDSWELL PRE-SCHOOL

England & Wales - Charity number 1020790

Accounts

Shepherdswell Pre-school



SHEPHERDSWELL PRE-SCHOOL

FINANCIAL STATEMENTS

31 AUGUST 2024

Charity Number 1020790

BURGESS HODGSON LLP

Chartered Accountants
Camburgh House
27 New Dover Road
Canterbury
Kent
CT1 3DN

**SHEPHERDSWELL PRE-SCHOOL
FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2024**

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SHEPHERDSWELL PRE-SCHOOL

TRUSTEES AND PROFESSIONAL ADVISERS

Registered charity name Shepherdswell Pre-school

Charity number 1020790

Correspondence address Shepherdswell Village Hall
Cox Hill
Shepherdswell
Dover
Kent
CT15 7NN

Trustees L Sanderson - Goodey
P Reid
A Stevens
C Moore
S Jones
M Perfect

Independent Examiner Alexander Baker
Burgess Hodgson LLP
Chartered Accountants
Camburgh House
27 New Dover Road
Canterbury
Kent
CT1 3DN

Bankers Lloyds Bank
43 Sandgate Road,
Folkestone,
CT20 1RZ

SHEPHERDSWELL PRE-SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2024

The trustees present their report and the financial statements of the charity for the year ended 31 August 2024.

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of trustees and professional advisers on page 1 of the financial statements.

THE TRUSTEES

The trustees who served the charity during the period were as follows:

L Sanderson – Goodey – (Appointed 22 November 2023)

A Stevens

P Reid

C Moore – (Appointed 22 November 2023)

S Jones – (Appointed 22 November 2023)

M Perfect – (Appointed 22 November 2023)

D James – (Resigned 22 November 2023)

J Vinten – (Resigned 22 November 2023)

C Plews – (Resigned 22 November 2023)

S Finch – (Resigned 22 November 2023)

STRUCTURE, GOVERNANCE AND MANAGEMENT

The governing document of the charity is the constitution dated 20 May 2015 which is based on the Pre-school Learning Alliance standard 2011 constitution for pre-schools.

The trustees are appointed in line with the charity's constitution.

The day to day running of the charity is undertaken by appointed staff.

RISK MANAGEMENT

The trustees have produced a risk register and actively review the risks faced by the charity. The trustees have examined all risks, including financial risk, operational risk and business risk and confirm that procedures to mitigate significant risks are regularly reviewed and where necessary revised.

OBJECTIVES AND ACTIVITIES

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.

Shepherdswell Pre-school plans its activities within the framework of the Early Years Foundation Stage. The qualified and experienced staff provide a variety of well-prepared activities each day to help the children learn and develop through play. The children are supported in developing their potential at their own pace and the children's happiness and welfare comes first at all times.

PUBLIC BENEFIT

The Trustees consider that the charity activities, as set out in its Objectives and Activities, are in the public benefit. The Trustees confirm they have complied with their duty in section 4 of the Charities Act 2006 to have due regard to the guidance published by the Charity Commission for England and Wales in relation to public benefit provision.

SHEPHERDSWELL PRE-SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2024

ACHIEVEMENTS AND PERFORMANCE

The Chair thanks all the Red Ladies and the Committee for their hard work and support over the year ensuring that the children have exciting and engaging learning experiences, whilst preparing them for their next stage in their learning journey.

Whilst the move to 15 free hours of funded care for age 2 and above was welcomed change in government policy for working parents, it did prove to be quite challenging for the preschool to predict what the funded hourly rate would be and whether this would be in line with our current hourly rate. This combined with the increase in the national wages has proved challenging to mitigate expenses. Overall, the preschool has been very proactive in ensuring the funded hours have not severely impacted our finances, and where possible, limited increased costs have been passed on to the parents.

Our fundraising has been sound this year. The Christmas performance (Dec 2023) raised £657; the Race night (March 2024) raised £650; the Easter Fayre raised £850.42 and finally our sponsored bounce also raised a whopping £734.

Staffing this year has been consistent, with no staff turnover, showing the evidencing, the commendable effort Linda has been going to focus on staff well-being and CPD.

Tapestry has been well utilised to not only develop excellent communication links between home and the preschool to evidence learning both within and outside the preschool setting, it has also been used to successfully generate the monthly bills to go to parents- making it more economical and less time consuming to generate billing.

The Committee members DBS are up to date, alongside the information help by Ofsted for nominated individuals and the committee members. This year had many changes to the committee with Davina James stepping down as Chair, replaced by Lari Sanderson- Goodey; Jessica Vinten stepped down as Treasurer, replaced by Megan Perfect. Cara Plews and Sarah Finch both stepped down and we were joined by Sarah Jones and Claire Moore. We also retained Amy Stevens.

Several of the preschool policies were reviewed and updated, with the remaining to be reviewed in January 2025, these are available on the website for parents to access them.

We continue to update our parents through Facebook social media page of any pertinent dates, or health warnings, alongside our very appreciated weekly roundup of learning.

Overall, the preschool (after a challenging, but successful year) is successfully continuing to mitigate the financial implications left by COVID-19 and the increased cost of living. The highly valued reputation of the preschool continues to precede itself within the local community as this academic year we are completely full, with waiting lists for September 2025 beginning to fill up.

FINANCIAL REVIEW

Income for the year was £157,064 (2023: £143,516).

Expenditure for the year was £154,498 (2023: £156,070).

Overall the charity sustained a surplus of £2,566 for the current year (2023: deficit of £12,554).

PLANS FOR THE FUTURE

We are continuing with fund raising events and planning financially as Government funding now includes 2-year-olds, so our fee income is reduced by charging a consumable fee to cover additional costs including snack, sun cream, cooking activities etc.

SHEPHERDSWELL PRE-SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2024

We have been accepted for the Co-op fundraising community fund this year which will fund a growing pod for the children to grow their own fruit and veg.

RESERVES POLICY

The trustees have considered the reserve level required based on the ongoing needs of the charity, and currently have agreed that the reserves level should represent approximately 3-6 months expenditure. At the balance sheet date, the reserves represented approximately 1.7 months expenditure.

The reserves policy is reviewed at Trustee meetings on an ongoing basis. The trustees are actively looking for areas to decrease costs and increase income and ensure that all debts are paid as they fall due.

STATEMENT OF RESPONSIBILITIES OF THE TRUSTEES

The trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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 trustees.



Lari Sanderson - Goodey
Chair

9 December 2024

SHEPHERDSWELL PRE-SCHOOL

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
SHEPHERDSWELL PRE-SCHOOL**

YEAR ENDED 31 AUGUST 2024

I report on the accounts of the charity for the year ended 31 August 2024 which are set out on pages 6 to 9.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees are responsible for the preparation of the accounts. The 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.

Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, 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 Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S 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 seeking 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 EXAMINER'S 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 section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and 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.

Burgess Hodgson WP

Alexander Baker BSc ACA

Burgess Hodgson LLP
Camburgh House
27 New Dover Road
Canterbury
Kent
CT1 3DN

18 February 2025

SHEPHERDSWELL PRE-SCHOOL
STATEMENT OF RECEIPTS AND PAYMENTS
YEAR ENDED 31 AUGUST 2024

		Restricted Funds	Unrestricted Funds	Total Funds 2024	Total Funds 2023
	Note	£	£	£	£
INCOMING RESOURCES					
Incoming resources from charitable activities:					
Nursery Fees	2	-	146,285	146,285	124,057
Grants and donations	3	6,133	4,499	10,632	19,383
Other Income	4	-	147	147	76
TOTAL INCOMING RESOURCES		6,133	150,931	157,064	143,516
RESOURCES EXPENDED					
Charitable activities	5	(6,133)	(148,365)	(154,498)	(156,070)
TOTAL RESOURCES EXPENDED		(6,133)	(148,365)	(154,498)	(156,070)
c.c.					
NET INCOMING / (OUTGOING) RESOURCES		-	2,566	2,566	(12,554)
TOTAL FUNDS BROUGHT FORWARD		-	19,396	19,396	31,950
TOTAL FUNDS CARRIED FORWARD		-	21,962	21,962	19,396

All of the above amounts relate to continuing activities.

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

The notes on pages 8 to 9 form part of these financial statements.

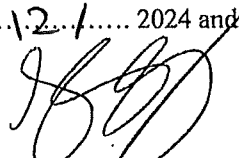
SHEPHERDSWELL PRE-SCHOOL
STATEMENT OF ASSETS AND LIABILITIES
31 AUGUST 2024

	Unrestricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£
ASSETS			
Cash at Bank	21,785	21,785	19,396
Cash in Hand	177	177	-
Debtors	-	-	-
TOTAL ASSETS	<u>21,962</u>	<u>21,962</u>	<u>19,396</u>
Represented by:			
General Funds	21,962	21,962	19,396
Restricted Funds	-	-	-
	<u>21,962</u>	<u>21,962</u>	<u>19,396</u>
LIABILITIES			
HMRC Liability	973	973	847
Pension Creditor	622	622	435
Other Liabilities	-	-	15
	<u>1,595</u>	<u>1,595</u>	<u>1,297</u>

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have taken advantage of the provisions that apply to small charities and have prepared a Statement of Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 6-7.

These financial statements were approved by the trustees and authorised for issue on9.7.24..... 2024 and are signed on their behalf by:


Lari Sanderson - Goodey
Chair

The notes on pages 8 to 9 form part of these financial statements.

SHEPHERDSWELL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
31 AUGUST 2024

1. BASIS OF ACCOUNTING

The financial statements have been prepared under the "Receipts & Payments" basis as allowed for charities with income less than £250,000.

2. PRE-SCHOOL FEES

	Restricted Funds	Unrestricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£
KCC vouchers	-	111,463	111,463	97,927
Parents	-	34,822	34,822	26,130
	<u>-</u>	<u>146,285</u>	<u>146,285</u>	<u>124,057</u>

3. GRANTS AND DONATIONS

	Restricted Funds	Unrestricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£
Fundraising	-	4,062	4,062	4,548
SENIF Grants	300	-	300	7,418
EYITTT Grants	5,833	-	5,833	7,000
Other Grants	-	437	437	417
	<u>6,133</u>	<u>4,499</u>	<u>10,632</u>	<u>19,383</u>

4. OTHER INCOME

	Restricted Funds	Unrestricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£
Interest Received	-	147	147	76
	<u>-</u>	<u>147</u>	<u>147</u>	<u>76</u>

SHEPHERDSWELL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
31 AUGUST 2024

5. COST OF CHARITABLE ACTIVITIES

	Restricted Funds	Unrestricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£
Salaries and National Insurance	6,133	124,756	130,889	128,231
Employee Pensions	-	2,266	2,266	1,813
Training	-	1,184	1,184	1,074
Rent and Utilities	-	7,204	7,204	8,550
Insurance	-	967	967	2,096
Building Repairs	-	417	417	777
Garden Expenses	-	1,562	1,562	1,020
Play Equipment	-	738	738	2,341
Other Equipment	-	675	675	1,415
Cleaning Materials	-	1,751	1,751	1,931
Refreshments	-	1,431	1,431	1,589
Postage and Stationery	-	630	630	1,304
Subscriptions and Registrations	-	777	777	790
Professional fees	-	2,242	2,242	1,979
Fundraising activities and costs	-	869	869	436
Sundry Expenses	-	896	896	727
	<u>6,133</u>	<u>148,365</u>	<u>154,498</u>	<u>156,070</u>

6. PAYMENTS TO TRUSTEES

No remuneration, pensions or expenses were paid to Trustees during the year (2023: Nil).

SHEPHERDSWELL PRE-SCHOOL

England & Wales - Charity number 1020790

Accounts

Shepherdswell Pre-school



SHEPHERDSWELL PRE-SCHOOL

FINANCIAL STATEMENTS

31 AUGUST 2023

Charity Number 1020790

BURGESS HODGSON LLP

Chartered Accountants
Camburgh House
27 New Dover Road
Canterbury
Kent
CT1 3DN

**SHEPHERDSWELL PRE-SCHOOL
FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2023**

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SHEPHERDSWELL PRE-SCHOOL

TRUSTEES AND PROFESSIONAL ADVISERS

Registered charity name	Shepherdswell Pre-school
Charity number	1020790
Correspondence address	Shepherdswell Village Hall Cox Hill Shepherdswell Dover Kent CT15 7NN
Trustees	S Finch J Vinten P Reid A Stevens D James C Plews
Independent Examiner	Alexander Baker Burgess Hodgson LLP Chartered Accountants Camburgh House 27 New Dover Road Canterbury Kent CT1 3DN
Bankers	Lloyds Bank 43 Sandgate Road, Folkestone, CT20 1RZ

SHEPHERDSWELL PRE-SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2023

The trustees present their report and the financial statements of the charity for the year ended 31 August 2023.

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of trustees and professional advisers on page 1 of the financial statements.

THE TRUSTEES

The trustees who served the charity during the period were as follows:

D James

J Vinten

S Finch

C Plews (appointed 30th November 2022)

A Stevens (appointed 30th November 2022)

P Reid (appointed 30th November 2022)

H Austin (resigned 30th November 2022)

N Johnson (resigned 30th November 2022)

STRUCTURE, GOVERNANCE AND MANAGEMENT

The governing document of the charity is the constitution dated 20 May 2015 which is based on the Pre-school Learning Alliance standard 2011 constitution for pre-schools.

The trustees are appointed in line with the charity's constitution.

The day to day running of the charity is undertaken by appointed staff.

RISK MANAGEMENT

The trustees have produced a risk register and actively review the risks faced by the charity. The trustees have examined all risks, including financial risk, operational risk and business risk and confirm that procedures to mitigate significant risks are regularly reviewed and where necessary revised.

OBJECTIVES AND ACTIVITIES

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.

Shepherdswell Pre-school plans its activities within the framework of the Early Years Foundation Stage. The qualified and experienced staff provide a variety of well-prepared activities each day to help the children learn and develop through play. The children are supported in developing their potential at their own pace and the children's happiness and welfare comes first at all times.

PUBLIC BENEFIT

The Trustees consider that the charity activities, as set out in its Objectives and Activities, are in the public benefit. The Trustees confirm they have complied with their duty in section 4 of the Charities Act 2006 to have due regard to the guidance published by the Charity Commission for England and Wales in relation to public benefit provision.

SHEPHERDSWELL PRE-SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2023

ACHIEVEMENTS AND PERFORMANCE

The Chair thanks all the Red ladies and the Committee for their hard work and support over the year as we are still dealing with the children's Personal Social Emotional Development difficulties from the pandemic.

The school year began with high numbers of funded children, very few fee payers. This year our fundraising was good. We held a Race night that generated £756, we also held our annual Christmas performance which raised a further £653, we also held our Easter Fayre which raised £735, our Sponsored Bounce also raised £336.

We continued to be partnered with the Co-op for their community fund and received a payment of £1,201.

In September we were joined by 2 new red ladies, Cassie and Molly. Cassie has since been trained and has taken over as SENCO. Nat is now qualified as a level 3 and Polly has been doing her EYITT training. In January we concentrated on the staff's wellbeing and advertised for a new member of staff as Lauren left so Charlie joined us.

Further to our trial of Tapestry for our learning journeys, this has now been fully adopted and is more economic and less time consuming for the staff.

After Covid 19 we continue to focus on the children's well-being, confidence and Personal Social Emotional Development skills. We continue to ensure all the Committee Members DBS checks are up to date. This year we had changes to the committee, Sarah Finch stepped down from Chair, although remained on the committee and was replaced by Davina James. The Secretary Hannah Austin stepped down and was replaced by Paula Reid and Nancy Johnson stepped down due to their children no longer attending the preschool. We also retained Jessica Vinten as Treasurer and Cara Plews joined the committee.

The preschool policies continue to be updated as and when required and are updated to the preschool website in order that parents can access them.

We continue to update our parents through Facebook social media page and WhatsApp. informing them of any news.

FINANCIAL REVIEW

Income for the year was £143,516 (2022: £139,671).

Expenditure for the year was £156,070 (2022: £135,280).

Overall the charity sustained a deficit of £12,554 for the current year (2022: surplus of £4,391).

PLANS FOR THE FUTURE

We are continuing to embed tapestry. We are looking to continue our fundraising events starting with a Halloween Disco followed by our Christmas play and would also like to hold a Race night in the new year. The climbing frame in the garden has been replaced and we have had a new storage shed, shed repairs and general maintenance has been carried out.

RESERVES POLICY

The trustees have considered the reserve level required based on the ongoing needs of the charity, and currently have agreed that the reserves level should represent approximately 3-6 months expenditure. At the balance sheet date, the reserves represented approximately 1.5 months expenditure, however there was a receipt on the 4th of September which would have increased this to approximately 2 months if it had been received before the year end.

SHEPHERDSWELL PRE-SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2023

The reserves policy is reviewed at Trustee meetings on an ongoing basis. The trustees are actively looking for areas to decrease costs and increase income and ensure that all debts are paid as they fall due.

STATEMENT OF RESPONSIBILITIES OF THE TRUSTEES

The trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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 trustees.

D James
Chair

J Vinten
Treasurer

October 2023

SHEPHERDSWELL PRE-SCHOOL

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
SHEPHERDSWELL PRE-SCHOOL**

YEAR ENDED 31 AUGUST 2023

I report on the accounts of the charity for the year ended 31 August 2023 which are set out on pages 6 to 9.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees are responsible for the preparation of the accounts. The 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.

Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, 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 Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S 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 seeking 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 EXAMINER'S 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 section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and 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.

Burgess Hodgson LLP
Camburgh House
27 New Dover Road
Canterbury
Kent
CT1 3DN

Alexander Baker BSc ACA

SHEPHERDSWELL PRE-SCHOOL
STATEMENT OF RECEIPTS AND PAYMENTS
YEAR ENDED 31 AUGUST 2023

		Restricted Funds	Unrestricted Funds	Total Funds 2023	Total Funds 2022
	Note	£	£	£	£
INCOMING RESOURCES					
Incoming resources from charitable activities:					
Nursery Fees	2	-	124,057	124,057	129,230
Grants and donations	3	14,418	4,965	19,383	10,440
Other Income	4	-	76	76	1
TOTAL INCOMING RESOURCES		14,418	129,098	143,516	139,671
RESOURCES EXPENDED					
Charitable activities	5	(14,418)	(141,652)	(156,070)	(135,280)
TOTAL RESOURCES EXPENDED		(14,418)	(141,652)	(156,070)	(135,280)
NET INCOMING / (OUTGOING) RESOURCES		-	(12,554)	(12,554)	4,391
TOTAL FUNDS BROUGHT FORWARD		-	31,950	31,950	27,559
TOTAL FUNDS CARRIED FORWARD		-	19,396	19,396	31,950

All of the above amounts relate to continuing activities.

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

SHEPHERDSWELL PRE-SCHOOL

STATEMENT OF ASSETS AND LIABILITIES

31 AUGUST 2023

	Unrestricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£
ASSETS			
Cash at Bank	19,396	19,396	31,870
Cash in Hand	-	-	80
Debtors	-	-	-
TOTAL ASSETS	<u>19,396</u>	<u>19,396</u>	<u>31,950</u>
 Represented by:			
General Funds	19,396	19,396	31,950
Restricted Funds	-	-	-
	<u>19,396</u>	<u>19,396</u>	<u>31,950</u>
 LIABILITIES			
HMRC Liability	847	847	1,017
Pension Creditor	435	435	429
Other Liabilities	15	15	-
	<u>1,297</u>	<u>1,297</u>	<u>1,446</u>

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have taken advantage of the provisions that apply to small charities and have prepared a Statement of Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 6-7.

These financial statements were approved by the trustees and authorised for issue on the 31 October 2023 and are signed on their behalf by:

D James
Chair

J Vinten
Treasurer

October 2023

SHEPHERDSWELL PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

31 AUGUST 2023

1. BASIS OF ACCOUNTING

The financial statements have been prepared under the "Receipts & Payments" basis as allowed for charities with income less than £250,000.

2. PRE-SCHOOL FEES

	Restricted Funds	Unrestricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
KCC vouchers	-	97,927	97,927	86,520
Parents	-	26,130	26,130	42,710
	<u>-</u>	<u>124,057</u>	<u>124,057</u>	<u>129,230</u>

3. GRANTS AND DONATIONS

	Restricted Funds	Unrestricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
Fundraising	-	4,548	4,548	4,127
SENIF Grants	7,418	-	7,418	5,025
Other Grants	7,000	417	7,417	1,288
	<u>14,418</u>	<u>4,965</u>	<u>19,383</u>	<u>10,440</u>

4. OTHER INCOME

	Restricted Funds	Unrestricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
Interest received	-	76	76	1
	<u>-</u>	<u>76</u>	<u>76</u>	<u>1</u>

SHEPHERDSWELL PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

31 AUGUST 2023

5. COST OF CHARITABLE ACTIVITIES

	Restricted Funds	Unrestricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
Salaries and National Insurance	14,418	113,813	128,231	112,112
Employee Pensions	-	1,813	1,813	1,584
Training	-	1,074	1,074	1,346
Rent and Utilities	-	8,550	8,550	7,045
Insurance	-	2,096	2,096	894
Building Repairs	-	777	777	420
Garden Expenses	-	1,020	1,020	788
Play Equipment	-	2,341	2,341	1,552
Other Equipment	-	1,412	1,415	1,187
Cleaning Materials	-	1,931	1,931	1,595
Refreshments	-	1,589	1,589	1,101
Postage and Stationery	-	1,304	1,304	1,801
Subscriptions and Registrations	-	790	790	862
Professional fees	-	1,979	1,979	1,945
Fundraising activities and costs	-	436	436	294
Sundry Expenses	-	727	727	756
	<u>14,418</u>	<u>141,652</u>	<u>156,070</u>	<u>135,280</u>

6. PAYMENTS TO TRUSTEES

No remuneration, pensions or expenses were paid to Trustees during the year (2022: Nil).

SHEPHERDSWELL PRE-SCHOOL

England & Wales - Charity number 1020790

Accounts

Shepherdswell Pre-school



**SHEPHERDSWELL PRE-SCHOOL
FINANCIAL STATEMENTS
31 AUGUST 2022**

Charity Number 1020790

BURGESS HODGSON LLP

Chartered Accountants
Camburgh House
27 New Dover Road
Canterbury
Kent
CT1 3DN

**SHEPHERDSWELL PRE-SCHOOL
FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2022**

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SHEPHERDSWELL PRE-SCHOOL

TRUSTEES AND PROFESSIONAL ADVISERS

Registered charity name Shepherdswell Pre-school

Charity number 1020790

Correspondence address Shepherdswell Village Hall
Cox Hill
Shepherdswell
Dover
Kent
CT15 7NN

Trustees S Finch
J Vinten
H Austin
N Johnson
D James

Independent Examiner A Baker
Burgess Hodgson LLP
Chartered Accountants
Camburgh House
27 New Dover Road
Canterbury
Kent
CT1 3DN

Bankers Lloyds Bank
43 Sandgate Road,
Folkestone,
CT20 1RZ

SHEPHERDSWELL PRE-SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2022

The trustees present their report and the financial statements of the charity for the year ended 31 August 2022.

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of trustees and professional advisers on page 1 of the financial statements.

THE TRUSTEES

The trustees who served the charity during the period were as follows:

Sarah Finch
Jessica Vinten
Hannah Austin
Nancy Johnson
Davina James

STRUCTURE, GOVERNANCE AND MANAGEMENT

The governing document of the charity is the constitution dated 20 May 2015 which is based on the Pre-school Learning Alliance standard 2011 constitution for pre-schools.

The trustees are appointed in line with the charity's constitution.

The day to day running of the charity is undertaken by appointed staff.

RISK MANAGEMENT

The trustees have produced a risk register and actively review the risks faced by the charity. The trustees have examined all risks, including financial risk, operational risk and business risk and confirm that procedures to mitigate significant risks are regularly reviewed and where necessary revised.

OBJECTIVES AND ACTIVITIES

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.

Shepherdswell Pre-school plans its activities within the framework of the Early Years Foundation Stage. The qualified and experienced staff provide a variety of well-prepared activities each day to help the children learn and develop through play. The children are supported in developing their potential at their own pace and the children's happiness and welfare comes first at all times.

PUBLIC BENEFIT

The Trustees consider that the charity activities, as set out in its Objectives and Activities, are in the public benefit. The Trustees confirm they have complied with their duty in section 4 of the Charities Act 2006 to have due regard to the guidance published by the Charity Commission for England and Wales in relation to public benefit provision.

SHEPHERDSWELL PRE-SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2022

ACHIEVEMENTS AND PERFORMANCE

The Chair thanks all the Red Ladies and the Committee for their hard work and support over the year as we are still dealing with the after effects of the Pandemic.

The school year began with lower numbers but these have picked up significantly resulting in a large number of fee-paying children.

This year our fundraising was better as we were able to hold a Race night in September which generated £504.00, we were also able to hold our annual Christmas performance which raised a further £500.

In January we concentrated on the Staff's wellbeing and advertised for a new staff member and Lauren became the deputy manager.

We continued to be partnered with the Co-op for their community fund and received an interim payment of £240.

We had a sponsored bounce in the summer which raised £438 and was enjoyed by all the children.

We have introduced a new planning system and have regular meetings for our staff. We have also trialled a computer based Learning Journey called Tapestry which we have decided to transfer to which should be economic and less time consuming for the staff.

After Covid-19 we continue to focus on the children's well-being and confidence and PSED skills.

We continue to ensure all the Committee Members DBS checks are up to date. This year we will be having changes to the Committee as the Chair Sarah Finch is stepping down, the Secretary Hannah Austin and Nancy Johnson will be leaving as their children no longer attend the setting.

The preschool policies continue to be updated as and when required and are updated to the preschool website in order that parents are able to access them.

We continue to update our parents through Facebook social media page and Whats app informing them of any news.

FINANCIAL REVIEW

Income for the year was £139,671 (2021: £103,298).

Expenditure for the year was £135,280 (2021: £102,838).

Overall the charity achieved a surplus of £4,391 for the current year (2021: surplus of £460).

PLANS FOR THE FUTURE

We are focusing again this year on the children's PSED and their families and staff wellbeing.

We have purchased tablets in order that we can transfer our Learning Journey's to Tapestry.

We are looking to continue our fundraising events starting with the Christmas play and would like to replace the climbing frame this year as it has reached the end of its life.

We would like to thank the committee for their continued support without this the preschool would be unable to run.

RESERVES POLICY

The trustees have considered the reserve level required based on the ongoing needs of the charity, and currently have agreed that the reserves level should represent approximately 3-6 months expenditure. At the balance sheet date, the reserves represented approximately 3 months expenditure.

The reserves policy is reviewed at Trustee meetings on an ongoing basis. The trustees are actively looking for areas to decrease costs and increase income and ensure that all debts are paid as they fall due.

STATEMENT OF RESPONSIBILITIES OF THE TRUSTEES

The trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

SHEPHERDSWELL PRE-SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2022

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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 trustees

S Finch
Chair

J Vinten
Treasurer

October 2022

SHEPHERDSWELL PRE-SCHOOL

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SHEPHERDSWELL PRE-SCHOOL

YEAR ENDED 31 AUGUST 2022

I report on the accounts of the charity for the year ended 31 August 2022 which are set out on pages 6 to 9.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees are responsible for the preparation of the accounts. The 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.

Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, 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 Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S 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 seeking 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 EXAMINER'S 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 section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and 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.

Burgess Hodgson LLP
Camburgh House
27 New Dover Road
Canterbury
Kent
CT1 3DN

Alexander Baker BSc ACA

November 2022

SHEPHERDSWELL PRE-SCHOOL
STATEMENT OF RECEIPTS AND PAYMENTS
YEAR ENDED 31 AUGUST 2022

		Restricted Funds	Unrestricted Funds	Total Funds 2022	Total Funds 2021
	Note	£	£	£	£
INCOMING RESOURCES					
Incoming resources from charitable activities:					
Nursery Fees	2	-	129,230	129,230	99,636
Grants and donations	3	6,025	4,415	10,440	3,661
Other Income	4	-	1	1	1
TOTAL INCOMING RESOURCES		6,025	133,646	139,671	103,298
RESOURCES EXPENDED					
Charitable activities	5	(6,025)	(129,255)	(135,280)	(102,838)
TOTAL RESOURCES EXPENDED		(6,025)	(129,255)	(135,280)	(102,838)
NET INCOMING / (OUTGOING) RESOURCES		-	4,391	4,391	460
TOTAL FUNDS BROUGHT FORWARD		-	27,559	27,559	27,099
TOTAL FUNDS CARRIED FORWARD		-	31,950	31,950	27,559

All of the above amounts relate to continuing activities.

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

SHEPHERDSWELL PRE-SCHOOL**STATEMENT OF ASSETS AND LIABILITIES****31 AUGUST 2022**

	Unrestricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£
ASSETS			
Cash at Bank	31,870	31,870	27,355
Cash in Hand	80	80	204
Debtors	-	-	-
TOTAL ASSETS	<u>31,950</u>	<u>31,950</u>	<u>27,559</u>
 Represented by:			
General Funds	31,950	31,950	27,559
Restricted Funds	-	-	-
	<u>31,950</u>	<u>31,950</u>	<u>27,559</u>
 LIABILITIES			
HMRC Liability	1,017	1,017	1,399
Pension Creditor	429	429	242
	<u>1,446</u>	<u>1,446</u>	<u>1,641</u>

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have taken advantage of the provisions that apply to small charities and have prepared a Statement of Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 6-7.

These financial statements were approved by the trustees and authorised for issue on the November 2021 and are signed on their behalf by:

S Finch
Chair

J Vinten
Treasurer

SHEPHERDSWELL PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

31 AUGUST 2022

1. BASIS OF ACCOUNTING

The financial statements have been prepared under the "Receipts & Payments" basis as allowed for charities with income less than £250,000.

2. PRE-SCHOOL FEES

	Restricted Funds	Unrestricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
KCC vouchers	-	86,520	86,520	80,266
Parents	-	42,710	42,710	19,370
	<u>-</u>	<u>129,230</u>	<u>129,230</u>	<u>99,636</u>

3. GRANTS AND DONATIONS

	Restricted Funds	Unrestricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Fundraising	-	4,127	4,127	2,490
SENIF Grants	5,025	-	5,025	878
Other Grants	1,000	288	1,288	293
	<u>6,025</u>	<u>4,415</u>	<u>10,440</u>	<u>3,661</u>

4. OTHER INCOME

	Restricted Funds	Unrestrict ed Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Interest received	-	1	1	1
	<u>-</u>	<u>1</u>	<u>1</u>	<u>1</u>

SHEPHERDSWELL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
31 AUGUST 2022

5. COST OF CHARITABLE ACTIVITIES

	Restricted Funds	Unrestricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Salaries and National Insurance	6,025	106,087	112,112	85,717
Employee Pensions	-	1,584	1,584	1,081
Training	-	1,346	1,346	436
Rent and Utilities	-	7,045	7,045	4,878
Insurance	-	894	894	1,166
Building Repairs	-	420	420	229
Garden Expenses	-	788	788	390
Play Equipment	-	1,552	1,552	1,070
Other Equipment	-	1,187	1,187	1,316
Cleaning Materials	-	1,595	1,595	1,009
Refreshments	-	1,101	1,101	696
Postage and Stationery	-	1,801	1,801	1,118
Subscriptions and Registrations	-	862	862	942
Professional fees	-	1,945	1,945	2,032
Legal fees	-	-	-	48
Fundraising activities and costs	-	294	294	319
Sundry Expenses	-	756	756	391
	<u>6,025</u>	<u>129,255</u>	<u>135,280</u>	<u>102,838</u>

6. PAYMENTS TO TRUSTEES

No remuneration, pensions or expenses were paid to Trustees during the year (2021: Nil).

SHEPHERDSWELL PRE-SCHOOL

England & Wales - Charity number 1020790

Accounts

Shepherdswell Pre-school



**SHEPHERDSWELL PRE-SCHOOL
FINANCIAL STATEMENTS
31 AUGUST 2021**

Charity Number 1020790

BURGESS HODGSON LLP
Chartered Accountants
Camburgh House
27 New Dover Road
Canterbury
Kent
CT1 3DN

**SHEPHERDSWELL PRE-SCHOOL
FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2021**

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SHEPHERDSWELL PRE-SCHOOL

TRUSTEES AND PROFESSIONAL ADVISERS

Registered charity name Shepherdswell Pre-school

Charity number 1020790

Correspondence address Shepherdswell Village Hall
Cox Hill
Shepherdswell
Dover
Kent
CT15 7NN

Trustees S Finch
J Vinten
H Austin
N Johnson
D James

Independent Examiner A Baker
Burgess Hodgson LLP
Chartered Accountants
Camburgh House
27 New Dover Road
Canterbury
Kent
CT1 3DN

Bankers Lloyds Bank
43 Sandgate Road,
Folkestone,
CT20 1RZ

SHEPHERDSWELL PRE-SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2021

The trustees present their report and the financial statements of the charity for the year ended 31 August 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of trustees and professional advisers on page 1 of the financial statements.

THE TRUSTEES

The trustees who served the charity during the period were as follows:

Sarah Finch (appointed 19/03/2021)
Jessica Vinten
Hannah Austin
Nancy Johnson (appointed 09/04/2021)
Davina James (appointed 23/06/2021)
Gemma Caister-Softley (resigned 10/03/2021)
Vicki Beamont (resigned 04/11/2020)
Kat McArdle (resigned 04/11/2020)
Katie Cook (resigned 04/11/2020)

STRUCTURE, GOVERNANCE AND MANAGEMENT

The governing document of the charity is the constitution dated 20 May 2015 which is based on the Pre-school Learning Alliance standard 2011 constitution for pre-schools.

The trustees are appointed in line with the charity's constitution.

The day to day running of the charity is undertaken by appointed staff.

RISK MANAGEMENT

The trustees have produced a risk register and actively review the risks faced by the charity. The trustees have examined all risks, including financial risk, operational risk and business risk and confirm that procedures to mitigate significant risks are regularly reviewed and where necessary revised.

OBJECTIVES AND ACTIVITIES

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.

Shepherdswell Pre-school plans its activities within the framework of the Early Years Foundation Stage. The qualified and experienced staff provide a variety of well-prepared activities each day to help the children learn and develop through play. The children are supported in developing their potential at their own pace and the children's happiness and welfare comes first at all times.

PUBLIC BENEFIT

The Trustees consider that the charity activities, as set out in its Objectives and Activities, are in the public benefit. The Trustees confirm they have complied with their duty in section 4 of the Charities Act 2006 to have due regard to the guidance published by the Charity Commission for England and Wales in relation to public benefit provision.

SHEPHERDSWELL PRE-SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2021

ACHIEVEMENTS AND PERFORMANCE

The Chair thanks all the Red Ladies and the Committee for their hard work and support over the year as we are still dealing with the after effects of the Pandemic.

The school year began with lower numbers but these are beginning to pick up significantly. Due to the pandemic we have not been able to hold our normal fundraising events but have managed to raise funds by being part of the Co-op Community Fund which raised a fabulous £1034.48, McCavis Building Supplies donated £325.00, Tempest Photographers raised £45.88, we held a Christmas Raffle which made £397.00 and from the bags designed by the children raised £143.00. During the summer term we were able to hold our annual sponsored bounce which raised £348.00. We also raised £43.30 with uniform sales.

We were able to save money by receiving a reduction on rent for the village hall due to our low numbers of children.

After Covid-19 we continue to focus on the children's well-being and confidence.

Rachel Beck left us so we say goodbye and thank you for her Red Lady input during her time spent with us.

We continue to ensure all of the Committee Members DBS checks are up to date. This year we do not have any changes to the Committee but are always looking for new volunteers to join existing members. All pre-school policies have been updated, reviewed and uploaded for parents ease of access and viewing on our Pre-school website.

We continue to stay in touch with our parents through Facebook social media page informing them of any news.

FINANCIAL REVIEW

Income for the year was £103,298 (2020: £109,886).

Expenditure for the year was £102,838 (2020: £105,464).

Overall the charity achieved a surplus of £460 for the current year (2020: surplus of £4,422).

PLANS FOR THE FUTURE

We are focusing this year on children and their families and staff wellbeing. Keeping up to date with information regarding Covid 19 and keeping up an enhanced cleaning regime.

We are looking to reintroduce our fundraising events starting with the Christmas play.

We would like to thank all the wonderful Mums on the committee for their continued support without this the pre-school would be unable to run.

SHEPHERDSWELL PRE-SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2021

RESERVES POLICY

The trustees have considered the reserve level required based on the ongoing needs of the charity, and currently have agreed that the reserves level should represent approximately 3-6 months expenditure. At the balance sheet date, the reserves represented approximately 3 months expenditure.

The reserves policy is reviewed at Trustee meetings on an ongoing basis. The trustees are actively looking for areas to decrease costs and increase income and ensure that all debts are paid as they fall due.

STATEMENT OF RESPONSIBILITIES OF THE TRUSTEES

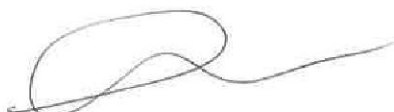
The trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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 trustees



S Finch
Chair



J Vinten
Treasurer

17 November 2021

SHEPHERDSWELL PRE-SCHOOL

**INDEPENDENT EXAMINER'S REPORT TO THE TRSUTEES OF
SHEPHERDSWELL PRE-SCHOOL**

YEAR ENDED 31 AUGUST 2021

I report on the accounts of the charity for the year ended 31 August 2021 which are set out on pages 6 to 9.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees are responsible for the preparation of the accounts. The 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.

Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, 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 Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S 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 seeking 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 EXAMINER'S 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 section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and 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.



Alexander Baker BSc ACA

Burgess Hodgson LLP
Camburgh House
27 New Dover Road
Canterbury
Kent
CT1 3DN

SHEPHERDSWELL PRE-SCHOOL
STATEMENT OF RECEIPTS AND PAYMENTS
YEAR ENDED 31 AUGUST 2021

		Restricted Funds	Unrestricted Funds	Total Funds 2021	Total Funds 2020
	Note	£	£	£	£
INCOMING RESOURCES					
Incoming resources from charitable activities:					
Nursery Fees	2	-	99,636	99,636	96,238
Grants and donations	3	878	2,783	3,661	13,642
Other Income	4	-	1	1	6
TOTAL INCOMING RESOURCES		878	102,420	103,298	109,886
RESOURCES EXPENDED					
Charitable activities	5	(878)	(101,960)	(102,838)	(105,464)
TOTAL RESOURCES EXPENDED		(878)	(101,960)	(102,838)	(105,464)
NET INCOMING / (OUTGOING) RESOURCES		-	460	460	4,422
TOTAL FUNDS BROUGHT FORWARD		-	27,099	27,099	22,677
TOTAL FUNDS CARRIED FORWARD		-	27,559	27,559	27,099

All of the above amounts relate to continuing activities.

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

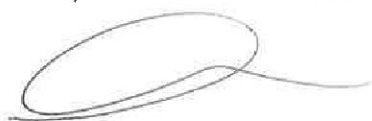
SHEPHERDSWELL PRE-SCHOOL
STATEMENT OF ASSETS AND LIABILITIES
31 AUGUST 2021

	Unrestricted Funds	Total Funds 2021	Total Funds 2020
Note	£	£	£
ASSETS			
Cash at Bank	27,355	27,355	27,031
Cash in Hand	204	204	68
Debtors	-	-	-
TOTAL ASSETS	<u>27,559</u>	<u>27,559</u>	<u>27,099</u>
 Represented by:			
General Funds	27,559	27,559	27,099
Restricted Funds	-	-	-
	<u>27,559</u>	<u>27,559</u>	<u>27,099</u>
 LIABILITIES			
HMRC Liability	1,399	1,399	643
Pension Creditor	242	242	224
	<u>1,641</u>	<u>1,641</u>	<u>849</u>

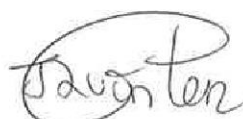
TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have taken advantage of the provisions that apply to small charities and have prepared a Statement of Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 6-7.

These financial statements were approved by the trustees and authorised for issue on the 17 November 2021 and are signed on their behalf by:



S Finch
Chair



J Vinten
Treasurer

SHEPHERDSWELL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
31 AUGUST 2021

1. BASIS OF ACCOUNTING

The financial statements have been prepared under the "Receipts & Payments" basis as allowed for charities with income less than £250,000.

2. PRE-SCHOOL FEES

	Restricted Funds	Unrestricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
KCC vouchers	-	80,266	80,266	82,218
Parents	-	19,370	19,370	14,020
	<u>-</u>	<u>99,636</u>	<u>99,636</u>	<u>96,238</u>

3. GRANTS AND DONATIONS

	Restricted Funds	Unrestricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
Fundraising	-	2,490	2,490	3,936
SENIF Grants	878	-	878	7,335
Other Grants	-	293	293	2,371
	<u>878</u>	<u>2,783</u>	<u>3,661</u>	<u>13,642</u>

4. OTHER INCOME

	Restricted Funds	Unrestricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
Interest received	-	1	1	6
	<u>-</u>	<u>1</u>	<u>1</u>	<u>6</u>

SHEPHERDSWELL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
31 AUGUST 2021

5. COST OF CHARITABLE ACTIVITIES

	Restricted Funds	Unrestricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
Salaries and National Insurance	878	84,839	85,717	91,478
Employee Pensions	-	1,081	1,081	1,092
Training	-	436	436	426
Rent and Utilities	-	4,878	4,878	4,850
Insurance	-	1,166	1,166	1,438
Building Repairs	-	229	229	445
Garden Expenses	-	390	390	-
Play Equipment	-	1,070	1,070	364
Other Equipment	-	1,316	1,316	440
Cleaning Materials	-	1,009	1,009	731
Refreshments	-	696	696	625
Postage and Stationery	-	1,118	1,118	1,156
Subscriptions and Registrations	-	942	942	976
Professional fees	-	2,032	2,032	911
Legal fees	-	48	48	71
Fundraising activities and costs	-	319	319	130
Sundry Expenses	-	391	391	331
	<u>878</u>	<u>101,960</u>	<u>102,838</u>	<u>105,464</u>

6. PAYMENTS TO TRUSTEES

No remuneration, pensions or expenses were paid to Trustees during the year (2020: Nil).

SHEPHERDSWELL PRE-SCHOOL

England & Wales - Charity number 1020790

Accounts

Shepherdswell Pre-school



**SHEPHERDSWELL PRE-SCHOOL
FINANCIAL STATEMENTS
31 AUGUST 2020**

Charity Number 1020790

BURGESS HODGSON LLP

Chartered Accountants
Camburgh House
27 New Dover Road
Canterbury
Kent
CT1 3DN

**SHEPHERDSWELL PRE-SCHOOL
FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2020**

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SHEPHERDSWELL PRE-SCHOOL

TRUSTEES AND PROFESSIONAL ADVISERS

Registered charity name	Shepherdswell Pre-school
Charity number	1020790
Correspondence address	Shepherdswell Village Hall Cox Hill Shepherdswell Dover Kent CT15 7NN
Trustees	Mrs G Caister-Softley Mrs K Cook Mrs J Vinten Mrs K McArdle Mrs V Beamont Mrs H Austin
Independent Examiner	Mr M D Laughton Burgess Hodgson LLP Chartered Accountants Camburgh House 27 New Dover Road Canterbury Kent CT1 3DN
Bankers	Lloyds Bank 43 Sandgate Road, Folkestone, CT20 1RZ

SHEPHERDSWELL PRE-SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2020

The trustees present their report and the financial statements of the charity for the year ended 31 August 2020.

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of trustees and professional advisers on page 1 of the financial statements.

THE TRUSTEES

The trustees who served the charity during the period were as follows:

Mrs Jessica Vinten

Mrs Gemma Caister-Softley

Mrs Kat McArdle

Mrs Vicki Beamont (appointed 16 October 2019)

Mrs Hannah Austin (appointed 16 October 2019)

Mrs Katie Cook (appointed 16 October 2019)

Mr Craig Redman (resigned 16 October 2019)

Mrs Polly Lockie (resigned 16 October 2019)

Mrs Alexandra Jenkins (resigned 16 October 2019)

Mrs Samantha Vaughan (resigned 16 October 2019)

Mrs Lisa Grace (resigned 16 October 2019)

Mr Stephen Smith (resigned 23 February 2020)

STRUCTURE, GOVERNANCE AND MANAGEMENT

The governing document of the charity is the constitution dated 20 May 2015 which is based on the Pre-school Learning Alliance standard 2011 constitution for pre-schools.

The trustees are appointed in line with the charity's constitution.

The day to day running of the charity is undertaken by appointed staff.

RISK MANAGEMENT

The trustees have produced a risk register and actively review the risks faced by the charity. The trustees have examined all risks, including financial risk, operational risk and business risk and confirm that procedures to mitigate significant risks are regularly reviewed and where necessary revised.

OBJECTIVES AND ACTIVITIES

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.

Shepherdswell Pre-school plans its activities within the framework of the Early Years Foundation Stage. The qualified and experienced staff provide a variety of well-prepared activities each day to help the children learn and develop through play. The children are supported in developing their potential at their own pace and the children's happiness and welfare comes first at all times.

SHEPHERDSWELL PRE-SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2020

PUBLIC BENEFIT

The Trustees consider that the charity activities, as set out in its Objectives and Activities, are in the public benefit. The Trustees confirm they have complied with their duty in section 4 of the Charities Act 2006 to have due regard to the guidance published by the Charity Commission for England and Wales in relation to public benefit provision.

ACHIEVEMENTS AND PERFORMANCE

The Chair thanks all the Red Ladies and the Committee for their hard work and support over this very different and challenging year. Sadly, this has been a very unfortunate year for all; none of us ever imagined we'd be hit with a global pandemic bringing so many challenges and life changes to us all.

The Committee Members who joined us last year had so many proactive eager fundraising ideas which we were not able to achieve due to the unforeseen Lock Down of 2020.

In September 2019 we began using focus weeks for each child. This has encouraged more parent participation of the children's learning at home which in turn contributes to their development and progress at Pre-school.

The school year began with a great start, we held several Fundraising events which were a huge success, The Halloween Disco, The Christmas Play and Fayre, and the Race Night. We also received the Co-op grant again this year which enabled us to replace our multi port CD player and headphones and CD player for musical activities and stories. We updated our outdoor role play resources pots, pans bowls etc. The money also went to building repairs in particular the roof and bathroom fittings. All was going so well until we were sadly hit by Covid 19.

This brought about many huge adjustments and challenges for us all. The Pre-school closed on the 20th March 2020 when the National Lock Down was announced.

Due to Lock Down the preparations and readiness for the Easter Fayre to be held on 21st March 2020 had to be cancelled, this being one of our biggest fun raising events. The Committee had discussions around organising virtual fundraising events, such as quiz nights, competitions for the children including creative craft and colouring competitions, nature trails, sponsored walks etc., although the challenges around Covid 19 restrictions did not make these easily viable.

The Pre-school reopened on 1st June 2020, for just ten children per session, procedures were put in place to keep both children and staff as safe as practicably possible allowing adequate space within the Pre-school for the children to have a little normality and routine back in their lives after the lockdown period.

After the Covid-19 closure we focused on children's well-being and confidence to help them resettle back into their routine. Children have adapted extremely well to the new setting layout and rules and are making good progress across the board.

We kept parents notified and up to date with the ever changing situation by email as per KCC's requirements.

We applied for a Grant from Dover District Council but were turned down as the Village Hall had received this grant funding, however this meant we did not have to pay any rent for the rest of the financial year.

We have had two Red Ladies resign in August this year, Megan Preskett and Lauren Hillary so we say goodbye and thankyou for their Red Lady input over their time spent with us.

SHEPHERDSWELL PRE-SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2020

We continue to ensure all of the Committee Members DBS checks are up to date. We have Members who will be standing down and new Members keen to join the Committee who have begun DBS applications in preparation. All Pre-school policies have been updated, reviewed and uploaded for parents ease of access and viewing on our newly designed Pre-school website.

We continue to stay in touch with our parents through our Facebook social media page informing of any news and we continued to monitor Covid 19 situation in preparation for new school year reopening in September 2020.

FINANCIAL REVIEW

Income for the year was £109,886 (2019: £132,029). KCC vouchers were lower this year due to a timing difference with the final receipt for the year being received on 2 September 2020. The Parental fees have decreased from £29,355 to £14,020 this year due to the Coronavirus pandemic forcing the Pre-school to close from 20 March to 1 June, opening with only 10 children thereafter. As a result of the pandemic fundraising income has also decreased this year due to events being cancelled.

Expenditure for the year was £105,464 (2019: £134,188). The expenditure has decreased in line with the decrease in income due to the closure of the Pre-school for 10 weeks and reduced capacity thereafter. Rent was reduced this year due to the Village Hall receiving funding from the local Council meaning the Pre-school did not need to pay rent from April until August. Legal fees were significantly lower due to the prior year including fees for legal advice on the building lease. Insurance costs were higher this year due to the timing of building insurance for 2019/20 and 2020/21 both being paid during the year.

Overall the charity achieved a surplus of £4,422 for the current year (2019: deficit of £2,159).

PLANS FOR THE FUTURE

We are focusing this year on children and their families and staff's well-being. Keeping up to date with information regarding Covid-19 and keeping up an enhanced cleaning regime.

We are looking at new and different ways to fundraise as our Halloween and Christmas events cannot be held in the hall.

Currently a parent has offered to hold a raffle for us, and we have designed a shopping bag to sell to raise funds.

We would like to thank all of those wonderful Mums on the Committee and will be sad to say Good bye to the ones who's children have moved up to Primary School.

We say Farewell to the members standing down who are - Gemma Caister Softley (Chair), Katie Cook, Kat McArdle, Vicki Beamont, and wish our remaining Members, Jess Vinten (Treasurer) and Hannah Austin (Secretary) all the very best for the next Preschool Year.

RESERVES POLICY

The trustees have considered the reserve level required based on the ongoing needs of the charity, and currently have agreed that the reserves level should represent approximately 3-6 months expenditure. At the balance sheet date, the reserves represented approximately 3 months expenditure.

The reserves policy is reviewed at Trustee meetings on an ongoing basis. The trustees are actively looking for areas to decrease costs and increase income and ensure that all debts are paid as they fall due.

SHEPHERDSWELL PRE-SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2020

STATEMENT OF RESPONSIBILITIES OF THE TRUSTEES

The trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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 trustees

Mrs Gemma Caister-Softley
Chair

Mrs J Vinten
Treasurer

12 January 2021

SHEPHERDSWELL PRE-SCHOOL

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
SHEPHERDSWELL PRE-SCHOOL**

YEAR ENDED 31 AUGUST 2020

I report on the accounts of the charity for the year ended 31 August 2020 which are set out on pages 7 to 10.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees are responsible for the preparation of the accounts. The 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.

Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, 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 Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S 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 seeking 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 EXAMINER'S 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 section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and 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.

Burgess Hodgson LLP
Camburgh House
27 New Dover Road
Canterbury
Kent
CT1 3DN

Mark D Laughton FCCA CTA

28 January 2021

SHEPHERDSWELL PRE-SCHOOL
STATEMENT OF RECEIPTS AND PAYMENTS
YEAR ENDED 31 AUGUST 2020

	Note	Restricted Funds £	Unrestricted Funds £	Total Funds 2020 £	Total Funds 2019 £
INCOMING RESOURCES					
Incoming resources from charitable activities:					
Nursery Fees	2	-	96,238	96,238	120,905
Grants and donations	3	9,272	4,370	13,642	11,117
Other Income	4	-	6	6	7
TOTAL INCOMING RESOURCES		<u>9,272</u>	<u>100,614</u>	<u>109,886</u>	<u>132,029</u>
RESOURCES EXPENDED					
Charitable activities	5	<u>(9,272)</u>	<u>(96,192)</u>	<u>(105,464)</u>	<u>(134,188)</u>
TOTAL RESOURCES EXPENDED		<u>(9,272)</u>	<u>(96,192)</u>	<u>(105,464)</u>	<u>(134,188)</u>
NET INCOMING / (OUTGOING) RESOURCES		-	4,422	4,422	(2,159)
TOTAL FUNDS BROUGHT FORWARD		<u>-</u>	<u>22,677</u>	<u>22,677</u>	<u>24,836</u>
TOTAL FUNDS CARRIED FORWARD		<u>-</u>	<u>27,099</u>	<u>27,099</u>	<u>22,677</u>

All of the above amounts relate to continuing activities.

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

SHEPHERDSWELL PRE-SCHOOL

STATEMENT OF ASSETS AND LIABILITIES

31 AUGUST 2020

	Unrestricted Funds	Total Funds 2020	Total Funds 2019
Note	£	£	£
ASSETS			
Cash at Bank	27,031	27,031	22,677
Cash in Hand	68	68	-
Debtors	-	-	547
TOTAL ASSETS	<u>27,099</u>	<u>27,099</u>	<u>23,224</u>
 Represented by:			
General Funds	27,099	27,099	23,224
Restricted Funds	-	-	-
	<u>27,099</u>	<u>27,099</u>	<u>23,224</u>
 LIABILITIES			
HMRC Liability	644	644	-
Pension Creditor	205	205	300
	<u>849</u>	<u>849</u>	<u>300</u>

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have taken advantage of the provisions that apply to small charities and have prepared a Statement of Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 7-8.

These financial statements were approved by the trustees and authorised for issue on the 12 January 2021 and are signed on their behalf by:

Mrs Gemma Caister-Softley
Chair

Mrs J Vinten
Treasurer

SHEPHERDSWELL PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

31 AUGUST 2020

1. BASIS OF ACCOUNTING

The financial statements have been prepared under the "Receipts & Payments" basis as allowed for charities with income less than £250,000.

2. PRE-SCHOOL FEES

	Restricted Funds	Unrestricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
KCC vouchers	-	82,218	82,218	91,550
Parents	-	14,020	14,020	29,355
	<u>-</u>	<u>96,238</u>	<u>96,238</u>	<u>120,905</u>

3. GRANTS AND DONATIONS

	Restricted Funds	Unrestricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
Fundraising	-	3,936	3,936	5,121
SENIF Grants	7,335	-	7,335	4,496
Other Grants	1,937	434	2,371	1,500
	<u>9,272</u>	<u>4,370</u>	<u>13,642</u>	<u>11,117</u>

4. OTHER INCOME

	Restricted Funds	Unrestricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
Interest received	-	6	6	7
	<u>-</u>	<u>6</u>	<u>6</u>	<u>7</u>

SHEPHERDSWELL PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

31 AUGUST 2020

5. COST OF CHARITABLE ACTIVITIES

	Restricted Funds	Unrestricted Funds	Total Funds 2019	Total Funds 2019
	£	£	£	£
Salaries and National Insurance	9,272	82,206	91,478	109,991
Employee Pensions	-	1,092	1,092	3,026
Training	-	426	426	946
Rent and Utilities	-	4,850	4,850	7,472
Insurance	-	1,438	1,438	624
Building Repairs	-	445	445	353
Garden Expenses	-	-	-	1,318
Play Equipment	-	364	364	1,581
Other Equipment	-	440	440	830
Cleaning Materials	-	731	731	1,025
Refreshments	-	625	625	1,187
Postage and Stationery	-	1,156	1,156	1,672
Subscriptions and Registrations	-	976	976	729
Professional fees	-	911	911	1,418
Legal fees	-	71	71	1,127
Fundraising activities and costs	-	130	130	648
Sundry Expenses	-	331	331	241
	<u>9,272</u>	<u>96,192</u>	<u>105,464</u>	<u>134,188</u>

6. PAYMENTS TO TRUSTEES

No remuneration, pensions or expenses were paid to Trustees during the year (2019: Nil).