

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

CONTENTS	PAGE
Trustees & advisers	1
Trustees Annual Report	2
Independent Examiner's report to the trustees	6
Statement of receipts and payments	7
Statement of assets and liabilities	8
Notes to the financial statements	9

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

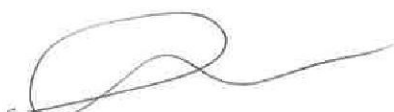
The trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

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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.

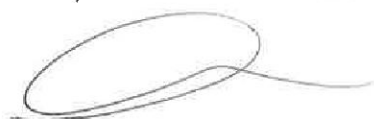
SHEPHERDSWELL PRE-SCHOOL**STATEMENT OF ASSETS AND LIABILITIES****31 AUGUST 2021**

	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	27,559	27,559	27,099
Represented by:			
General Funds	27,559	27,559	27,099
Restricted Funds	-	-	-
	27,559	27,559	27,099
LIABILITIES			
HMRC Liability	1,399	1,399	643
Pension Creditor	242	242	224
	1,641	1,641	849

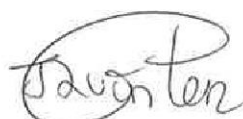
TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

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
	878	101,960	102,838	105,464

6. PAYMENTS TO TRUSTEES

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