

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	31,950	31,950	27,559
 Represented by:			
General Funds	31,950	31,950	27,559
Restricted Funds	-	-	-
	31,950	31,950	27,559
 LIABILITIES			
HMRC Liability	1,017	1,017	1,399
Pension Creditor	429	429	242
	1,446	1,446	1,641

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

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

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	Unrestricted 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).