

PORTLAND PLACE PRE-SCHOOL

England & Wales · Charity number 1023166

Details

Other names	SUTTON-CUM-LOUND PLAYGROUP, SUTTON-CUM-LOUND PRE SCHOOL
Status	Registered
Legal form	Other
Registered	2016-07-19
Register	View on the Charity Commission register

Contact

Address	Sutton Cum Lound C Of E School Portland Place Sutton Retford DN22 8PP
Phone	01777705990
Email	PORTLANDPLACEPRESCHOOL12@GMAIL.COM

Activities

Objects: TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN UNDER STATUTORY SCHOOL AGE.

Activities: We are an OFSTED inspected Pre-School providing pre-school learning activities for children from 2 to 4 years of age in order to develop their intellectual, emotional, physical and social skills. Children are supported in their learning by qualified and supportive staff, who are trained to encourage children to reach their individual learning potential.

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- Nottinghamshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£122,439	£121,508	-	-
2023-08-31	£87,964	£91,920	-	-
2022-08-31	£100,931	£98,698	-	-
2021-08-31	£89,995	£90,154	-	-
2020-08-31	£87,735	£84,505	-	-

Trustees

Name	Role	Appointed
Lindsay Bland	Chair	2018-05-02
Chris Coyle		2020-01-13
Emma Metcalfe		2021-05-27
Emma Schuller		2022-06-20
charlotte gregg		2023-08-01

PORTLAND PLACE PRE-SCHOOL

England & Wales - Charity number 1023166

Accounts

REGISTERED CHARITY NUMBER: 1023166

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 August 2024
for
Portland Place Pre-School

Portland Place Pre-School

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for the Year Ended 31 August 2024

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Portland Place Pre-School

Report of the Trustees for the Year Ended 31 August 2024

The trustees present their report with the financial statements of the charity for the year ended 31 August 2024. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1023166

Principal address

Portland Place
Sutton cum Lound
Retford
DN22 8PP

Trustees

Ms L Bland	Chairperson	
C Coyle		
E Metcalf	Secretary	Resigned as Secretary on 16/11/23 but remains on committee
E Schuller	Treasurer	
C Gregg	Secretary	Appointed 16/11/23
L Palmer		Appointed 16/11/23
O. Richardson		Co-opted 11/11/23

The co-opted Trustee will be formally appointed at the next AGM.

Independent examiner

Harry Smith MAAT
Jackson Stapleton Accountants
Suite 1a
34 West Street
Retford
DN22 6ES

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is controlled by its governing document, a Model Pre-School Constitution 2011 provided by the Pre-School Learning Alliance dated 18th January 2012, and constitutes an unincorporated charity registered with the Charity Commission.

Recruitment and appointment of new trustees

The Charity should have no less than 5 and no more than 12 Trustees on the committee, plus a maximum of 3 co-opted Trustees.

The Trustees are appointed at the AGM for one year and can stand for re-elected each year until they have served a maximum of 10 years. Co-opted Trustees can be appointed at any time during the year but must resign at the AGM and be appointed Trustees in the normal way if there are sufficient vacancies.

All Trustees should hold Family Membership of the Charity. If there are insufficient family members available to act as Trustees Associate Members can be appointed.

The committee are currently working hard to increase the number of serving Trustees.

Induction and training of new trustees

All Trustees are invited to visit the Pre-School and are provided with the relevant Charity Commission information for Trustees.

Portland Place Pre-School

Report of the Trustees for the Year Ended 31 August 2024

Wider network

The Charity is part of the Pre-School Learning Alliance which provides advice and support

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

We as Trustees have considered 3 main risks:

- i) Failing the Ofsted report. We would overcome this by compliance. We pay an annual fee to Adapt Childcare & Training services, who offer support & advice in adherence to Ofsted guidelines.
- ii) Lack of funding. We would overcome this obstacle by promoting the Pre-school around the village & neighbouring areas. We would also promote government funded places & ensure that we applied for all subsidies offered through these places.
- iii) The school no longer allowing us to rent the building used for the Pre-school: We have considered this risk & would look at other options available to us. For example, the village halls in Sutton and in the neighbouring village of Lound, or the Hallcroft Community centre. Any of these options would be suitable.

OBJECTIVES AND ACTIVITIES

Objectives and aims

We are an OFSTED inspected Pre-School and were rated as Good at our last inspection. We provide pre-school learning activities for children from 2 to 4 years of age in order to develop their intellectual, emotional, physical and social skills. This is achieved through offering a range of free play and structured activities. Children are supported in their learning by qualified and supportive staff, who are trained to encourage children to reach their individual learning potential and to express themselves in their own unique way.

The aim of the pre-school is to enhance the development and education of children under statutory school age by offering appropriate play, care and education facilities. The opportunity for learning is available to all children regardless of race, culture, religion, means or ability.

We encourage the study of the needs of pre-school age children and promote public interest in, and recognition of, such needs in the local area. We help support students in both college and university with their studies in this area.

We adhere to, and actively promote, the aims and objects of the Pre-School Learning Alliance.

Significant activities

At the beginning of the year in September 2023 we had 20 children on our register finishing with 31 in July 2024. Each session is attended by between 18 and 23 children.

Volunteers

The Pre-school committee is run by a group of volunteers, who work with each other to help run the Pre-school as smoothly as possible. They attend regular meetings, help with fundraising and deal with any issues that may arise.

There are also parent volunteers who help with the fund raising and events that the Pre-school hosts.

We have hosted some fundraising activities this year, details of which are below. We have received support from parents for some of those activities, which gives us hope that we can recruit more members to the committee.

Portland Place Pre-School

Report of the Trustees for the Year Ended 31 August 2024

ACHIEVEMENT AND PERFORMANCE

Charitable activities

We have been chosen continually by a number of parents whose children display a wide variety of complex needs, including physical conditions, behavioural and social delays for their age and possible emerging neural differences, because of which we have achieved a more inclusive environment.

Staff have attended training in several areas to continue to develop their skills. Our apprentice finished her level 2 course and has now started her Level 3. Staff have continued DFE child development CPD training. All staff completed first aid training & Makaton level 1.

We had a change of management towards the end of the school year. Our new manager wishes to start her level 5 in the next school year.

Fundraising activities

This year money was raised by a variety of events including a soft play centre event, commission from school photographer, cauliflower cards, sports relief & children in need days. We have held a Christmas fayre, along with raffles at Christmas & Easter.

Unfortunately, during October half term, someone entered preschool and broke into the 3 cash tins in the preschool office. It was reported to the police and a crime number issued. We set up a GoFundMe account to recover some of the loss. Our local church donated also.

FINANCIAL REVIEW

Reserves policy

The charity aims to maintain a reserve of one term's expenditure on deposit. When we reviewed the figure 3 years ago, we found that the amount held on deposit was insufficient to meet these criteria, as we had the expected expense of the extension.

With the extension completed a year ago, we are working to increase our reserves over the 2 years following in order to meet the criteria. We are a year in, and just under halfway to our target.

Principal funding sources

A principal funding source is the funding for Pre-School places provided by the government. We rely on their commitment to early years education in order to maintain our services.

FUTURE DEVELOPMENTS

The Trustees will continue to support the work of the pre-school and maintain the standard of facilities while raising the profile of the pre-school and involving more parents.

We are still working towards building up the reserve account after completing the extension to pre-school.

Approved by order of the board of trustees on 14th November 2024 and signed on its behalf by:


L Bland (Nov 11, 2024 18:12 GMT)

Lindsay Bland - Chairperson

Independent Examiner's Report to the Trustees of
Portland Place Pre-School

I report on the accounts for the year ended 31 August 2024, which are set out on pages five to ten.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 130 of the Act; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of the Act; or
4. that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.


JSA (Nov 11, 2024 17:13 GMT)

Harry Smith MAAT
Jackson Stapleton Accountants
Suite 1a
34 West Street
Retford
DN22 6ES

Portland Place Pre-School

Statement of Financial Activities
for the Year Ended 31 August 2024

		31.8.24 Unrestricted fund £	31.8.23 Total funds £
INCOMING RESOURCES			
Incoming resources from generated funds			
Activities for generating funds	2	1,925	899
Investment income	3	298	-
Incoming resources from charitable activities			
Pre School		<u>120,216</u>	<u>87,065</u>
Total incoming resources		122,439	87,964
RESOURCES EXPENDED			
Charitable activities			
Pre School		118,925	89,771
Governance costs		<u>2,583</u>	<u>2,149</u>
Total resources expended		<u>121,508</u>	<u>91,920</u>
NET INCOMING/(OUTGOING) RESOURCES		931	(3,956)
RECONCILIATION OF FUNDS			
Total funds brought forward		<u>40,143</u>	<u>44,099</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>41,074</u></u>	<u><u>40,143</u></u>

Portland Place Pre-School

Balance Sheet

At 31 August 2024

	Notes	31.8.24 Unrestricted fund £	31.8.23 Total funds £
FIXED ASSETS			
Tangible assets	6	20,718	20,364
CURRENT ASSETS			
Debtors	7	267	1,170
Cash at bank and in hand		<u>20,408</u>	<u>15,955</u>
		20,675	20,125
CREDITORS			
Amounts falling due within one year	8	(319)	(346)
		<u>20,356</u>	<u>19,779</u>
NET CURRENT ASSETS			
TOTAL ASSETS LESS CURRENT LIABILITIES		41,074	40,143
		<u>41,074</u>	<u>40,143</u>
NET ASSETS			
FUNDS	9		
Unrestricted funds		<u>41,074</u>	<u>40,143</u>
TOTAL FUNDS		<u>41,074</u>	<u>40,143</u>

The financial statements were approved by the Board of Trustees on 11 November 2024 and were signed on its behalf by:



Emma Schuller (Nov 11, 2024 23:44 GMT)

Emma Schuller -Treasurer

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. ACTIVITIES FOR GENERATING FUNDS

	31.8.24	31.8.23
	£	£
Fundraising events	<u>1,925</u>	<u>899</u>

3. INVESTMENT INCOME

	31.8.23	31.8.22
	£	£
Deposit account interest	<u>298</u>	<u>-</u>

Portland Place Pre-School

Notes to the Financial Statements - continued
for the Year Ended 31 August 2024

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2024 nor for the year ended 31 August 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2024 nor for the year ended 31 August 2023.

5. STAFF COSTS

	31.8.24	31.8.23
	£	£
Wages and salaries	94,256	73,281
Other pension costs	<u>1,817</u>	<u>1,712</u>
	<u>96,073</u>	<u>74,993</u>

The average monthly number of employees during the year was as follows:

	31.8.24	31.8.23
Pre-School staff	<u>6</u>	<u>6</u>

No employees received emoluments in excess of £60,000.

6. TANGIBLE FIXED ASSETS

	Improvements to property £	Computer equipment £	Totals £
COST			
At 1 September 2023	20,040	622	20,662
Additions in year	<u> </u>	<u>473</u>	<u>473</u>
At 31 August 2024	<u>20,040</u>	<u>1,095</u>	<u>21,135</u>
	<u> </u>	<u> </u>	<u> </u>
DEPRECIATION			
At 1 September 2023	-	297	297
Charge for year	<u> </u>	<u>120</u>	<u>120</u>
At 31 August 2024	<u> </u>	<u>417</u>	<u>417</u>
	<u> </u>	<u> </u>	<u> </u>
NET BOOK VALUE			
At 31 August 2024	<u>20,040</u>	<u>678</u>	<u>20,718</u>
At 31 August 2023	<u>20,040</u>	<u>325</u>	<u>20,365</u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.24	31.8.23
	£	£
Trade debtors	514	752
Taxation and social security		3,417
	_____	_____
	<u>514</u>	<u>4,169</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.24	31.8.23
	£	£
Taxation and social security		346
Accruals	247	
	_____	_____
	<u>247</u>	<u>346</u>

9. MOVEMENT IN FUNDS

	At 1/9/23	Net movement in funds	At 31/8/24
	£	£	£
Unrestricted funds			
General fund	40,143	931	41,074
	_____	_____	_____
TOTAL FUNDS	<u>40,143</u>	<u>931</u>	<u>41,074</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	122,439	(121,508)	931
	_____	_____	_____
TOTAL FUNDS	<u>122,439</u>	<u>(121,508)</u>	<u>931</u>

Portland Place Pre-School

Detailed Statement of Financial Activities
for the Year Ended 31 August 2024

	31.8.24	31.8.23
	£	£
INCOMING RESOURCES		
Activities for generating funds		
Fundraising events	1,925	899
Investment income		
Deposit account interest	298	-
Incoming resources from charitable activities		
Pre school fees	30,796	29,026
Assisted places fees	88,252	57,516
Outings, trips and activities	438	523
Training Fees	730	
	<u>120,216</u>	<u>87,065</u>
Total incoming resources	122,439	87,964
RESOURCES EXPENDED		
Charitable activities		
Wages	94,256	73,281
Pensions	1,817	1,712
Rent	4,680	4,790
Premises costs	855	813
Insurance	672	642
Admin expenses	1,310	1,391
Advertising	-	60
Telephone	154	154
Irrecoverable Loss	420	
Resources	2,630	1,642
Ofsted	35	35
Meals & snacks	8,132	2,468
Training & uniforms	2,531	99
Outings, trips and activities	1,313	2,626
	118,805	89,714
Governance costs		
Accountancy	2,583	2,149
	2,583	2,149
Support costs		
Other		
Computer equipment depreciation	120	57
Total resources expended	121,628	91,920
	<u> </u>	<u> </u>
Net income/(expenditure)	<u>931</u>	<u>(3,956)</u>

PORTLAND PLACE PRE-SCHOOL

England & Wales - Charity number 1023166

Accounts

REGISTERED CHARITY NUMBER: 1023166

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 August 2023
for
Portland Place Pre-School

Mill Accountancy Ltd
5 Amelia Court
Retford
Nottinghamshire
DN22 7HJ

Portland Place Pre-School

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for the Year Ended 31 August 2023

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Portland Place Pre-School

Report of the Trustees for the Year Ended 31 August 2023

The trustees present their report with the financial statements of the charity for the year ended 31 August 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1023166

Principal address

Portland Place
Sutton cum Lound
Retford
DN22 8PP

Trustees

Ms L Bland	Chairperson	
C Coyle		
A Staniland		Resigned 01/08/23
E Metcalf	Secretary	
E Schuller	Treasurer	Appointed 17/11/22
C Gregg		Co-opted 01/08/23
L Palmer		Co-opted 30/08/23

The two co-opted Trustees will be formally appointed at the next AGM.

Independent examiner

Gillian Barbara Mill FCCA
Mill Accountancy Ltd
5 Amelia Court
Retford
Nottinghamshire
DN22 7HJ

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is controlled by its governing document, a Model Pre-School Constitution 2011 provided by the Pre-School Learning Alliance dated 18th January 2012, and constitutes an unincorporated charity registered with the Charity Commission.

Recruitment and appointment of new trustees

The Charity should have no less than 5 and no more than 12 Trustees on the committee, plus a maximum of 3 co-opted Trustees.

The Trustees are appointed at the AGM for one year and can stand for re-elected each year until they have served a maximum of 10 years. Co-opted Trustees can be appointed at any time during the year but must resign at the AGM and be appointed Trustees in the normal way if there are sufficient vacancies.

All Trustees should hold Family Membership of the Charity. If there are insufficient family members available to act as Trustees Associate Members can be appointed.

The committee are currently working hard to increase the number of serving Trustees.

Induction and training of new trustees

All Trustees are invited to visit the Pre-School and are provided with the relevant Charity Commission information for Trustees.

Portland Place Pre-School

Report of the Trustees for the Year Ended 31 August 2023

Wider network

The Charity is part of the Pre-School Learning Alliance which provides advice and support

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

We as Trustees have considered 3 main risks:

- i) Failing the Ofsted report. We would overcome this by compliance. We pay an annual fee to Adapt Childcare & Training services, who offer support & advice in adherence to Ofsted guidelines.
- ii) Lack of funding. We would overcome this obstacle by promoting the Pre-school around the village & neighbouring areas. We would also promote government funded places & ensure that we applied for all subsidies offered through these places.
- iii) The school no longer allowing us to rent the building used for the Pre-school: We have considered this risk & would look at other options available to us. For example the village halls in Sutton and in the neighbouring village of Lound, or the Hallcroft Community centre. Any of these options would be suitable.

OBJECTIVES AND ACTIVITIES

Objectives and aims

We are an OFSTED inspected Pre-School and were rated as Good at our last inspection. We provide pre-school learning activities for children from 2 to 4 years of age in order to develop their intellectual, emotional, physical and social skills. This is achieved through offering a range of free play and structured activities. Children are supported in their learning by qualified and supportive staff, who are trained to encourage children to reach their individual learning potential and to express themselves in their own unique way.

The aim of the pre-school is to enhance the development and education of children under statutory school age by offering appropriate play, care and education facilities. The opportunity for learning is available to all children regardless of race, culture, religion, means or ability.

We encourage the study of the needs of pre-school age children and promote public interest in, and recognition of, such needs in the local area. We help support students in both college and university with their studies in this area.

We adhere to, and actively promote, the aims and objects of the Pre-School Learning Alliance.

Significant activities

At the beginning of the year in September 2022 we had 24 children on our register finishing with 29 in July 2023. Each session is attended by between 15 and 20 children.

The planned extension to the premises was completed in June 2023 which will allow us to accept more children.

Volunteers

The Pre-school committee is run by a group of volunteers, who work with each other to help run the Pre-school as smoothly as possible. They attend regular meetings, help with fundraising and deal with any issues that may arise.

There are also parent volunteers who help out with the fund raising and events that the Pre-school hosts.

We have hosted some fundraising activities this year, details of which are below. We have received support from parents for some of those activities, which gives us hope that we can recruit more members to the committee.

Portland Place Pre-School

Report of the Trustees for the Year Ended 31 August 2023

ACHIEVEMENT AND PERFORMANCE

Charitable activities

We have been chosen continually by a number of parents whose children display a wide variety of complex needs, including physical conditions, behavioural and social delays for their age and possible emerging neural differences, because of which we have achieved a more inclusive environment.

Staff have attended training in several areas to continue to develop their skills. Our apprentice is due to finish her level 2 course. Our pre-school manager has started her NPQ in early years leadership. Staff have begun DFE child development CPD training.

We had an Ofsted visit in the summer 2023 term and received a Good rating in all areas.

Fundraising activities

This year money was raised by a variety of events including a soft play centre event, commission from school photographer, sports relief & children in need days. We held an Easter disco, a sweepstake and raffles.

FINANCIAL REVIEW

Reserves policy

The charity aims to maintain a reserve of one term's expenditure on deposit. When we reviewed the figure 2 years ago we found that the amount held on deposit was insufficient to meet these criteria, and we had the expected expense of the extension.

With the extension now completed and stocked we are working to increase our reserves over the next 2 years to meet the criteria.

Principal funding sources

A principal funding source is the funding for Pre-School places provided by the government. We rely on their commitment to early years education in order to maintain our services.

FUTURE DEVELOPMENTS

The Trustees will continue to support the work of the pre-school and maintain the standard of facilities while raising the profile of the pre-school and involving more parents.

We are working towards building up the reserve account after completing the extension to pre-school. This will slightly increase numbers & create a much-needed office space, as well as updating the aesthetics of the room.

Approved by order of the board of trustees on 16 November 2023 and signed on its behalf by:



Lindsay Bland - Chairperson

Independent Examiner's Report to the Trustees of
Portland Place Pre-School

I report on the accounts for the year ended 31 August 2023, which are set out on pages five to ten.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 130 of the Act; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of the Act; or
4. that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.

Gillian Barbara Mill FCCA
Mill Accountancy Ltd
5 Amelia Court
Retford
Nottinghamshire
DN22 7HJ

16 November 2023

Portland Place Pre-School

Statement of Financial Activities
for the Year Ended 31 August 2023

		31.8.23 Unrestricted fund £	31.8.22 Total funds £
INCOMING RESOURCES	Notes		
Incoming resources from generated funds			
Activities for generating funds	2	899	747
Investment income	3	-	
Incoming resources from charitable activities			
Pre School		<u>87,065</u>	<u>100,184</u>
Total incoming resources		87,964	100,931
RESOURCES EXPENDED			
Charitable activities			
Pre School		89,771	96,607
Governance costs		<u>2,149</u>	<u>2,091</u>
Total resources expended		91,920	98,698
NET INCOMING/(OUTGOING) RESOURCES		(3,956)	2,233
RECONCILIATION OF FUNDS			
Total funds brought forward		44,099	41,866
TOTAL FUNDS CARRIED FORWARD		<u>40,143</u>	<u>44,099</u>

The notes form part of these financial statements

Portland Place Pre-School

Balance Sheet

At 31 August 2023

		31.8.23 Unrestricted fund £	31.8.22 Total funds £
FIXED ASSETS	Notes		
Tangible assets	6	20,364	3,422
CURRENT ASSETS			
Debtors	7	4,170	5,108
Cash at bank and in hand		<u>15,955</u>	<u>38,999</u>
		20,125	44,107
CREDITORS			
Amounts falling due within one year	8	(346)	(3,430)
		<u>19,779</u>	<u>40,677</u>
NET CURRENT ASSETS			
		<u>40,143</u>	<u>44,099</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		<u>40,143</u>	<u>44,099</u>
NET ASSETS			
		<u>40,143</u>	<u>44,099</u>
FUNDS	9		
Unrestricted funds		<u>40,143</u>	<u>44,099</u>
TOTAL FUNDS		<u>40,143</u>	<u>44,099</u>

The financial statements were approved by the Board of Trustees on 16 November 2023 and were signed on its behalf by:



Emma Schuller -Treasurer

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. ACTIVITIES FOR GENERATING FUNDS

	31.8.23	31.8.22
	£	£
Fundraising events	<u>899</u>	<u>747</u>

3. INVESTMENT INCOME

	31.8.23	31.8.22
	£	£
Deposit account interest	<u>-</u>	<u>-</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2023 nor for the year ended 31 August 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2023 nor for the year ended 31 August 2022.

5. STAFF COSTS

	31.8.23	31.8.22
	£	£
Wages and salaries	73,281	76,958
Other pension costs	<u>1,712</u>	<u>1,683</u>
	<u>74,993</u>	<u>78,641</u>

The average monthly number of employees during the year was as follows:

	31.8.23	31.8.22
Pre-School staff	<u>6</u>	<u>7</u>

No employees received emoluments in excess of £60,000.

6. TANGIBLE FIXED ASSETS

	Improvements to property £	Computer equipment £	Totals £
COST			
At 1 September 2022	3,040	622	3,662
Additions in year	<u>17,000</u>	<u> </u>	<u>17,000</u>
At 31 August 2023	<u>20,040</u>	<u>622</u>	<u>20,662</u>
	<u> </u>	<u> </u>	<u> </u>
DEPRECIATION			
At 1 September 2022	-	240	240
Charge for year	<u>-</u>	<u>57</u>	<u>57</u>
At 31 August 2023	<u>-</u>	<u>297</u>	<u>297</u>
	<u> </u>	<u> </u>	<u> </u>
NET BOOK VALUE			
At 31 August 2023	<u>20,040</u>	<u>324</u>	<u>20,364</u>
At 31 August 2022	<u>3,040</u>	<u>382</u>	<u>3,422</u>

Notes to the Financial Statements - continued
for the Year Ended 31 August 2023

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.23	31.8.22
	£	£
Trade debtors	752	5,108
Taxation and social security	3,417	
	—	—
	<u>4,170</u>	<u>5,108</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.23	31.8.22
	£	£
Taxation and social security	346	348
Accruals		3,082
	—	—
	<u>346</u>	<u>3,430</u>

9. MOVEMENT IN FUNDS

	At 1/9/22	Net movement in funds	At 31/8/23
	£	£	£
Unrestricted funds			
General fund	44,099	(3,956)	40,143
	—	—	—
TOTAL FUNDS	<u>44,099</u>	<u>(3,956)</u>	<u>40,143</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	87,964	(91,920)	(3,956)
	—	—	—
TOTAL FUNDS	<u>87,964</u>	<u>(91,920)</u>	<u>(3,956)</u>

Portland Place Pre-School

Detailed Statement of Financial Activities
for the Year Ended 31 August 2023

	31.8.23	31.8.22
	£	£
INCOMING RESOURCES		
Activities for generating funds		
Fundraising events	899	747
Investment income		
Deposit account interest	-	
Incoming resources from charitable activities		
Pre school fees	29,026	27,440
Assisted places fees	57,516	70,476
Outings, trips and activities	523	1,768
Grants	<u>500</u>	<u>500</u>
	<u>87,065</u>	<u>100,184</u>
Total incoming resources	87,964	100,931
RESOURCES EXPENDED		
Charitable activities		
Wages	73,281	76,958
Pensions	1,712	1,683
Rent	4,790	5,200
Premises costs	813	692
Insurance	642	623
Admin expenses	1,391	589
Advertising	60	50
Telephone	154	
Resources	1,642	2,180
Ofsted	35	35
Meals & snacks	2,468	4,919
Training & uniforms	99	1,282
Outings, trips and activities	<u>2,626</u>	<u>2,328</u>
	89,714	96,540
Governance costs		
Accountancy	<u>2,149</u>	<u>2,091</u>
	2,149	2,091
Support costs		
Other		
Computer equipment depreciation	<u>57</u>	<u>67</u>
Total resources expended	91,920	98,698
	<u>91,920</u>	<u>98,698</u>
Net income/(expenditure)	<u>(3,956)</u>	<u>2,233</u>

This page does not form part of the statutory financial statements



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Audit history log

Date	Action
Tue, 28th Nov 2023 8:35:09 UTC	Ms Emma Schuller viewed the envelope (147.161.153.7)
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PORTLAND PLACE PRE-SCHOOL

England & Wales - Charity number 1023166

Accounts

REGISTERED CHARITY NUMBER: 1023166

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 August 2022
for
Portland Place Pre-School

Mill Accountancy Ltd
5 Amelia Court
Retford
Nottinghamshire
DN22 7HJ

Portland Place Pre-School

Contents of the Financial Statements
for the Year Ended 31 August 2022

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Portland Place Pre-School

Report of the Trustees for the Year Ended 31 August 2022

The trustees present their report with the financial statements of the charity for the year ended 31 August 2022. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1023166

Principal address

Portland Place
Sutton cum Lound
Retford
DN22 8PP

Trustees

Ms L Bland	Chairperson	
C Coyle		
Miss M E Elliott	Secretary	- resigned 1.9.21
A Staniland	Treasurer	- Resigned as Treasurer but remains on committee
R Thornhill		- resigned 29.6.22
E Metcalf	Secretary	
E Schuller	Treasurer	- Co-opted 26/07/22

Independent examiner

Gillian Barbara Mill FCCA
Mill Accountancy Ltd
5 Amelia Court
Retford
Nottinghamshire
DN22 7HJ

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is controlled by its governing document, a Model Pre-School Constitution 2011 provided by the Pre-School Learning Alliance dated 18th January 2012, and constitutes an unincorporated charity registered with the Charity Commission.

Recruitment and appointment of new trustees

The Charity should have no less than 5 and no more than 12 Trustees on the committee, plus a maximum of 3 co-opted Trustees.

The Trustees are appointed at the AGM for one year and can stand for re-elected each year until they have served a maximum of 10 years. Co-opted Trustees can be appointed at any time during the year but must resign at the AGM and be appointed Trustees in the normal way if there are sufficient vacancies.

All Trustees should hold Family Membership of the Charity. If there are insufficient family members available to act as Trustees Associate Members can be appointed.

The committee are currently working hard to increase the number of serving Trustees.

Induction and training of new trustees

All Trustees are invited to visit the Pre-School and are provided with the relevant Charity Commission information for Trustees.

Wider network

The Charity is part of the Pre-School Learning Alliance which provides advice and support.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

We as Trustees have considered 3 main risks:

- i) Failing the Ofsted report. We would overcome this by compliance. We pay an annual fee to Adapt Childcare & Training services, who offer support & advice in adherence to Ofsted guidelines.
- ii) Lack of funding. We would overcome this obstacle by promoting the Pre-school around the village & neighbouring areas. We would also promote government funded places & ensure that we applied for all subsidies offered through these places.
- iii) The school no longer allowing us to rent the building used for the Pre-school: We have considered this risk & would look at other options available to us. For example the village halls in Sutton and in the neighbouring village of Lound, or the Hallcroft Community centre. Any of these options would be suitable.

OBJECTIVES AND ACTIVITIES

Objectives and aims

We are an OFSTED inspected Pre-School and were rated as Good at our last inspection. We provide pre-school learning activities for children from 2 to 4 years of age in order to develop their intellectual, emotional, physical and social skills. This is achieved through offering a range of free play and structured activities. Children are supported in their learning by qualified and supportive staff, who are trained to encourage children to reach their individual learning potential and to express themselves in their own unique way.

The aim of the pre-school is to enhance the development and education of children under statutory school age by offering appropriate play, care and education facilities. The opportunity for learning is available to all children regardless of race, culture, religion, means or ability.

We encourage the study of the needs of pre-school age children and promote public interest in, and recognition of, such needs in the local area. We help support students in both college and university with their studies in this area.

We adhere to, and actively promote, the aims and objects of the Pre-School Learning Alliance.

Significant activities

At the beginning of the year in September 2021 we had 26 children on our register finishing with 33 in July 2022. Each session is attended by between 15 and 20 children.

Volunteers

The Pre-school committee is run by a group of volunteers, who work with each other to help run the Pre-school as smoothly as possible. They attend regular meetings, help with fundraising and deal with any issues that may arise.

There are also parent volunteers who help out with the fund raising and events that the Pre-school hosts.

We have been able to host more fundraising activities than in previous years, details of which are below. We have received support from parents for some of those activities, which gives us hope that we can recruit more members to the committee.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

We have been chosen by a number of parents whose children display a wide variety of complex needs, including physical conditions, behavioural and social delays for their age and possible emerging neural differences, because of which we have achieved a more inclusive environment.

Portland Place Pre-School

Report of the Trustees
for the Year Ended 31 August 2022

Staff have attended training in several areas to continue to develop their skills. Our apprentice is due to finish her course next term and wants to continue to Level 3. Our pre-school manager has completed her studies as a Level 5 Advanced Practitioner to enhance the setting further and is looking at further courses that she can progress to.

ACHIEVEMENT AND PERFORMANCE

Fundraising activities

This year money was raised by a variety of events including a soft play centre event, commission from school photographer, sports relief & children in need days.

One of the most successful fundraisers that we have held this year has been selling ice-cream during the hot weather, at the end of the school day. We also held our first "End of School" summer disco which was enjoyed by all the children.

FINANCIAL REVIEW

Reserves policy

The charity aims to maintain a reserve of one term's expenditure on deposit. When we reviewed the figure 2 years ago we found that the amount held on deposit was insufficient to meet these criteria so had been aiming to achieve this at the beginning of the school year. We have reached this target but, with the cost of the build extension to pre-school due at the start of the next financial year, we will need to increase this amount to continue to meet the criteria.

Principal funding sources

A principal funding source is the funding for Pre-School places provided by the government. We rely on their commitment to early years education in order to maintain our services.

FUTURE DEVELOPMENTS

The Trustees will continue to support the work of the pre-school and maintain the standard of facilities while raising the profile of the pre-school and involving more parents.

We are working towards building up the reserve account to put towards an extension to pre-school. This will slightly increase numbers & create a much-needed office space, as well as updating the aesthetics of the room.

Approved by order of the board of trustees on 17 November 2022 and signed on its behalf by:



Lindsay Bland - Chairperson

Independent Examiner's Report to the Trustees of
Portland Place Pre-School

I report on the accounts for the year ended 31 August 2022, which are set out on pages five to ten.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 130 of the Act; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of the Act; or
4. that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.

Gillian Barbara Mill FCCA
Mill Accountancy Ltd
5 Amelia Court
Retford
Nottinghamshire
DN22 7HJ

17 November 2022

Portland Place Pre-School

Statement of Financial Activities
for the Year Ended 31 August 2022

		31.8.22	31.8.21
		Unrestricted fund	Total funds
		£	£
INCOMING RESOURCES	Notes		
Incoming resources from generated funds			
Activities for generating funds	2	747	752
Investment income	3	-	2
Incoming resources from charitable activities			
Pre School		<u>100,184</u>	<u>89,241</u>
Total incoming resources		100,931	89,995
RESOURCES EXPENDED			
Charitable activities			
Pre School		96,607	88,426
Governance costs		<u>2,091</u>	<u>1,728</u>
Total resources expended		<u>98,689</u>	<u>90,154</u>
NET INCOMING/(OUTGOING) RESOURCES		2,233	(159)
RECONCILIATION OF FUNDS			
Total funds brought forward		<u>41,866</u>	<u>42,025</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>44,099</u></u>	<u><u>41,866</u></u>

The notes form part of these financial statements

Portland Place Pre-School

Balance Sheet

At 31 August 2022

		31.8.22 Unrestricted fund £	31.8.21 Total funds £
FIXED ASSETS	Notes		
Tangible assets	6	3,422	3,490
CURRENT ASSETS			
Debtors	7	5,108	511
Cash at bank and in hand		<u>38,999</u>	<u>38,590</u>
		44,107	39,101
CREDITORS			
Amounts falling due within one year	8	(3,430)	(725)
		<u>40,677</u>	<u>38,376</u>
NET CURRENT ASSETS			
		<u>44,099</u>	<u>41,866</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		<u>44,099</u>	<u>41,866</u>
NET ASSETS			
		<u>44,099</u>	<u>41,866</u>
FUNDS	9		
Unrestricted funds		<u>44,099</u>	<u>41,866</u>
TOTAL FUNDS		<u>44,099</u>	<u>41,866</u>

The financial statements were approved by the Board of Trustees on 17 November 2022 and were signed on its behalf by:



Emma Schuller -Treasurer

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. ACTIVITIES FOR GENERATING FUNDS

	31.8.22	31.8.21
	£	£
Fundraising events	<u>747</u>	<u>752</u>

3. INVESTMENT INCOME

	31.8.22	31.8.21
	£	£
Deposit account interest	<u>-</u>	<u>2</u>

Notes to the Financial Statements - continued
for the Year Ended 31 August 2022

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2022 nor for the year ended 31 August 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2022 nor for the year ended 31 August 2021.

5. STAFF COSTS

	31.8.22	31.8.21
	£	£
Wages and salaries	76,958	71,892
Other pension costs	<u>1,683</u>	<u>1,332</u>
	<u><u>78,641</u></u>	<u><u>73,224</u></u>

The average monthly number of employees during the year was as follows:

	31.8.22	31.8.21
Pre-School staff	<u><u>7</u></u>	<u><u>6</u></u>

No employees received emoluments in excess of £60,000.

6. TANGIBLE FIXED ASSETS

	Improvements to property £	Computer equipment £	Totals £
COST			
At 1 September 2021 and 31 August 2022	<u>3,040</u>	<u>622</u>	<u>3,662</u>
DEPRECIATION			
At 1 September 2021	-	172	172
Charge for year	<u>-</u>	<u>68</u>	<u>68</u>
At 31 August 2022	<u>-</u>	<u>240</u>	<u>240</u>
NET BOOK VALUE			
At 31 August 2022	<u><u>3,040</u></u>	<u><u>382</u></u>	<u><u>3,422</u></u>
At 31 August 2021	<u><u>3,040</u></u>	<u><u>450</u></u>	<u><u>3,490</u></u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.22	31.8.21
	£	£
Trade debtors	<u><u>5,108</u></u>	<u><u>511</u></u>

Notes to the Financial Statements - continued
for the Year Ended 31 August 2022

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.22	31.8.21
	£	£
Trade creditors	-	84
Taxation and social security	348	641
	3,082	-
	<u> </u>	<u> </u>
	<u>3,430</u>	<u>725</u>

9. MOVEMENT IN FUNDS

	At 1/9/21	Net movement in funds	At 31/8/22
	£	£	£
Unrestricted funds			
General fund	41,866	2,233	44,099
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>41,866</u>	<u>2,233</u>	<u>44,099</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	100,931	(98,698)	2,233
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>100,931</u>	<u>(98,698)</u>	<u>2,233</u>

Comparatives for movement in funds

	At 1/9/20	Net movement in funds	At 31/8/21
	£	£	£
Unrestricted Funds			
General fund	42,025	(159)	41,866
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>42,025</u>	<u>(159)</u>	<u>41,866</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	89,995	(90,154)	(159)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>89,995</u>	<u>(90,154)</u>	<u>(159)</u>

Notes to the Financial Statements - continued
for the Year Ended 31 August 2022

9. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/9/20	Net movement in funds	At 31/8/22
	£	£	£
Unrestricted funds			
General fund	<u>42,025</u>	<u>2,074</u>	<u>44,099</u>
TOTAL FUNDS	<u>42,025</u>	<u>2,074</u>	<u>44,099</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	<u>190,926</u>	<u>(188,852)</u>	<u>2,074</u>
TOTAL FUNDS	<u>190,926</u>	<u>(188,852)</u>	<u>2,074</u>

Portland Place Pre-School

Detailed Statement of Financial Activities
for the Year Ended 31 August 2022

	31.8.22	31.8.21
	£	£
INCOMING RESOURCES		
Activities for generating funds		
Fundraising events	747	752
Investment income		
Deposit account interest	-	2
Incoming resources from charitable activities		
Pre school fees	27,440	24,467
Assisted places fees	70,476	63,007
Outings, trips and activities	1,768	1,267
Grants	<u>500</u>	<u>500</u>
	<u>100,184</u>	<u>89,241</u>
Total incoming resources	100,931	89,995
RESOURCES EXPENDED		
Charitable activities		
Wages	76,958	71,892
Pensions	1,683	1,332
Rent	5,200	5,176
Premises costs	692	793
Insurance	623	612
Admin expenses	589	333
Advertising	50	
Sundries		67
Resources	2,180	2,108
Ofsted	35	35
Meals & snacks	4,919	3,543
Training & uniforms	1,283	646
Outings, trips and activities	<u>2,328</u>	<u>1,810</u>
	96,540	88,347
Governance costs		
Accountancy	<u>2,091</u>	<u>1,728</u>
	2,091	1,728
Support costs		
Other		
Computer equipment	<u>67</u>	<u>79</u>
Total resources expended	98,698	90,154
Net income/(expenditure)	<u><u>2,233</u></u>	<u><u>(159)</u></u>

This page does not form part of the statutory financial statements

PORTLAND PLACE PRE-SCHOOL

England & Wales - Charity number 1023166

Accounts

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 August 2021
for
Portland Place Pre-School

Mill Accountancy Ltd
5 Amelia Court
Retford
Nottinghamshire
DN22 7HJ

Portland Place Pre-School

Contents of the Financial Statements
for the Year Ended 31 August 2021

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Report of the Trustees
for the Year Ended 31 August 2021

The trustees present their report with the financial statements of the charity for the year ended 31 August 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1023166

Principal address

Portland Place
Sutton cum Lound
Retford
DN22 8PP

Trustees

Ms L Bland	Chairperson	
C Coyle		
Ms D H Elliott	Treasurer	- resigned 27.5.21
Miss M E Elliott	Secretary	- resigned 1.9.21
S Marriott		- resigned 12.4.21
A Staniland	Treasurer	- appointed 4.3.21
R Thornhill		- appointed 25.5.21
E Metcalf	Secretary	- appointed 27.5.21

Independent examiner

Gillian Barbara Mill
FCCA
Mill Accountancy Ltd
5 Amelia Court
Retford
Nottinghamshire
DN22 7HJ

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is controlled by its governing document, a Model Pre-School Constitution 2011 provided by the Pre-School Learning Alliance dated 18th January 2012, and constitutes an unincorporated charity registered with the Charity Commission.

Recruitment and appointment of new trustees

The Charity should have no less than 5 and no more than 12 Trustees on the committee, plus a maximum of 3 co-opted Trustees.

The Trustees are appointed at the AGM for one year and can stand for re-elected each year until they have served a maximum of 10 years. Co-opted Trustees can be appointed at any time during the year but must resign at the AGM and be appointed Trustees in the normal way if there are sufficient vacancies.

All Trustees should hold Family Membership of the Charity. If there are insufficient family members available to act as Trustees Associate Members can be appointed.

The committee are currently working hard to increase the number of serving Trustees.

Induction and training of new trustees

All Trustees are invited to visit the Pre-School and are provided with the relevant Charity Commission information for Trustees.

Wider network

The Charity is part of the Pre-School Learning Alliance which provides advice and support.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

We as Trustees have considered 3 main risks:

- i) Failing the Ofsted report. We would overcome this by compliance. We pay an annual fee to Adapt Childcare & Training services, who offer support & advice in adherence to Ofsted guidelines
- ii) Lack of funding. We would overcome this obstacle by promoting the Pre-school around the village & neighbouring areas. We would also promote government funded places & ensure that we applied for all subsidies offered through these places.
- iii) The school no longer allowing us to rent the building used for the Pre-school: We have considered this risk & would look at other options available to us. For e.g the village halls in Sutton and in neighbouring village Lound, or the Hallcroft Community centre. Any of these options would be suitable

OBJECTIVES AND ACTIVITIES

Objectives and aims

We are an OFSTED inspected Pre-School and were rated as Good at our last inspection. We provide pre-school learning activities for children from 2 to 4 years of age in order to develop their intellectual, emotional, physical and social skills. This is achieved through offering a range of free play and structured activities. Children are supported in their learning by qualified and supportive staff, who are trained to encourage children to reach their individual learning potential and to express themselves in their own unique way.

The aim of the pre-school is to enhance the development and education of children under statutory school age by offering appropriate play, care and education facilities. The opportunity for learning is available to all children regardless of race, culture, religion, means or ability.

We encourage the study of the needs of pre-school age children and promote public interest in, and recognition of, such needs in the local area. We help support students in both college and university with their studies in this area.

We adhere to, and actively promote, the aims and objects of the Pre-School Learning Alliance.

Significant activities

At the beginning of the year in September 2020 we had 30 children on our register finishing with 36 in July 2021.. Each session is attended by between 9 and 20 children

Volunteers

The Pre-school committee is run by a group of volunteers, who work with each other to help run the Pre-school as smoothly as possible. They attend regular meetings, help with fundraising and deal with any issues that may arise.

There are also parent volunteers who help out with the fund raising and events that the Pre-school hosts.

Due to the global pandemic starting partway through the school year, the last major fundraising event hosted was the Christmas Fayre 2019, which accounted for just under half of our yearly fundraising total.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

We have been chosen by a number of parents whose children display a wide variety of complex needs, including physical conditions, behavioural and social delays for their age and possible emerging neural differences, because of which we have achieved a more inclusive environment.

Staff have attended training in several areas to continue to develop their skills. we have taken on a new apprentice. Our pre-school manager has continued her studies as a 5 Advanced Practitioner to enhance the setting further and is due to complete this in February 2022..

ACHIEVEMENT AND PERFORMANCE

Fundraising activities

This year money was raised by a variety of events including a soft play centre event, commission from school photographer, sports relief & children in need days.

Due to the pandemic we were unable to hold our Christmas concert but we were able to make a Christmas DVD which we sold to raise funds.

FINANCIAL REVIEW

Reserves policy

The charity aims to maintain a reserve of one terms expenditure on deposit. When we reviewed the figure last year, we found that the amount held on deposit was insufficient to meet this criteria so have been trying to increase it over the last year. We are now almost at this figure, and aim to achieve it in the beginning of our next financial year.

Principal funding sources

A principal funding source is the funding for Pre-School places provided by the government. We rely on their commitment to early years education in order to maintain our services.

FUTURE DEVELOPMENTS

The Trustees will continue to support the work of the pre-school and maintain the standard of facilities while raising the profile of the pre-school and involving more parents.

We are working towards building up the reserve account to put towards an extension to pre-school. This will slightly increase numbers & create a much needed office space, as well as updating the aesthetics of the room.

Approved by order of the board of trustees on 24 February 2022 and signed on its behalf by:



Ms L Bland - Trustee

Independent Examiner's Report to the Trustees of
Portland Place Pre-School

I report on the accounts for the year ended 31 August 2021, which are set out on pages five to ten.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 130 of the Act; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of the Act; or
4. that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.

Gillian Barbara Mill
FCCA
Mill Accountancy Ltd
5 Amelia Court
Retford
Nottinghamshire
DN22 7HJ

24 February 2022

Portland Place Pre-School

Statement of Financial Activities
for the Year Ended 31 August 2021

	Notes	31.8.21 Unrestricted fund £	31.8.20 Total funds £
INCOMING RESOURCES			
Incoming resources from generated funds			
Activities for generating funds	2	752	1,137
Investment income	3	2	8
Incoming resources from charitable activities			
Pre School		89,241	86,590
Total incoming resources		<u>89,995</u>	<u>87,735</u>
RESOURCES EXPENDED			
Charitable activities			
Pre School		88,426	83,828
Governance costs		<u>1,728</u>	<u>677</u>
Total resources expended		<u>90,154</u>	<u>84,505</u>
NET INCOMING/(OUTGOING) RESOURCES		(159)	3,230
RECONCILIATION OF FUNDS			
Total funds brought forward		<u>42,025</u>	<u>38,795</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>41,866</u></u>	<u><u>42,025</u></u>

The notes form part of these financial statements

Portland Place Pre-School

Balance Sheet

At 31 August 2021

		31.8.21 Unrestricted fund £	31.8.20 Total funds £
FIXED ASSETS	Notes		
Tangible assets	6	3,490	3,569
CURRENT ASSETS			
Debtors	7	511	291
Cash at bank and in hand		38,590	38,279
		<u>39,101</u>	<u>38,570</u>
CREDITORS			
Amounts falling due within one year	8	(725)	(114)
NET CURRENT ASSETS		<u>38,376</u>	<u>38,456</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		41,866	42,025
NET ASSETS		<u>41,866</u>	<u>42,025</u>
FUNDS	9		
Unrestricted funds		41,866	42,025
TOTAL FUNDS		<u>41,866</u>	<u>42,025</u>

The financial statements were approved by the Board of Trustees on 24 February 2022 and were signed on its behalf by:

A Staniland -Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. ACTIVITIES FOR GENERATING FUNDS

	31.8.21	31.8.20
	£	£
Fundraising events	752	1,137
	<u>752</u>	<u>1,137</u>

3. INVESTMENT INCOME

	31.8.21	31.8.20
	£	£
Deposit account interest	2	8
	<u>2</u>	<u>8</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2021 nor for the year ended 31 August 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2021 nor for the year ended 31 August 2020.

5. STAFF COSTS

	31.8.21	31.8.20
	£	£
Wages and salaries	71,892	64,620
Social security costs	-	2,208
Other pension costs	1,332	1,390
	<u>73,224</u>	<u>68,218</u>

The average monthly number of employees during the year was as follows:

	31.8.21	31.8.20
Pre-School staff	<u>6</u>	<u>6</u>

No employees received emoluments in excess of £60,000.

6. TANGIBLE FIXED ASSETS

	Improvements to property £	Computer equipment £	Totals £
COST			
At 1 September 2020 and 31 August 2021	<u>3,040</u>	<u>622</u>	<u>3,662</u>
DEPRECIATION			
At 1 September 2020	-	93	93
Charge for year	-	79	79
At 31 August 2021	<u>-</u>	<u>172</u>	<u>172</u>
NET BOOK VALUE			
At 31 August 2021	<u>3,040</u>	<u>450</u>	<u>3,490</u>
At 31 August 2020	<u>3,040</u>	<u>529</u>	<u>3,569</u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.21	31.8.20
	£	£
Trade debtors	<u>511</u>	<u>291</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.21	31.8.20
	£	£
Trade creditors	84	-
Taxation and social security	641	114
	<u>725</u>	<u>114</u>

9. MOVEMENT IN FUNDS

	At 1/9/20	Net movement in funds	At 31/8/21
	£	£	£
Unrestricted funds			
General fund	42,025	(159)	41,866
	<u>42,025</u>	<u>(159)</u>	<u>41,866</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	89,995	(90,154)	(159)
	<u>89,995</u>	<u>(90,154)</u>	<u>(159)</u>

Comparatives for movement in funds

	At 1/9/19	Net movement in funds	At 31/8/20
	£	£	£
Unrestricted Funds			
General fund	38,795	3,230	42,025
	<u>38,795</u>	<u>3,230</u>	<u>42,025</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	87,735	(84,505)	3,230
	<u>87,735</u>	<u>(84,505)</u>	<u>3,230</u>

9. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/9/19 £	Net movement in funds £	At 31/8/21 £
Unrestricted funds			
General fund	38,795	3,071	41,866
	<u>38,795</u>	<u>3,071</u>	<u>41,866</u>
TOTAL FUNDS	<u><u>38,795</u></u>	<u><u>3,071</u></u>	<u><u>41,866</u></u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	177,730	(174,659)	3,071
	<u>177,730</u>	<u>(174,659)</u>	<u>3,071</u>
TOTAL FUNDS	<u><u>177,730</u></u>	<u><u>(174,659)</u></u>	<u><u>3,071</u></u>

Portland Place Pre-School

Detailed Statement of Financial Activities
for the Year Ended 31 August 2021

	31.8.21	31.8.20
	£	£
INCOMING RESOURCES		
Activities for generating funds		
Fundraising events	752	1,137
Investment income		
Deposit account interest	2	8
Incoming resources from charitable activities		
Pre school fees	24,467	13,099
Assisted places fees	63,007	69,411
Outings, trips and activities	1,267	817
Grants	500	3,263
	<hr/>	<hr/>
	89,241	86,590
	<hr/>	<hr/>
Total incoming resources	89,995	87,735
 RESOURCES EXPENDED		
Charitable activities		
Wages	71,892	64,620
Social security	-	2,208
Pensions	1,332	1,390
Rent	5,176	5,218
Premises costs	793	627
Insurance	612	611
Admin expenses	333	479
Sundries	67	126
Resources	2,108	3,610
Ofsted	35	35
Meals & snacks	3,543	2,228
Training & uniforms	646	1,342
Outings, trips and activities	1,810	1,241
	<hr/>	<hr/>
	88,347	83,735
 Governance costs		
Accountancy	1,728	677
 Support costs		
Other		
Computer equipment	79	93
	<hr/>	<hr/>
Total resources expended	90,154	84,505
	<hr/>	<hr/>
Net (expenditure)/income	<u>(159)</u>	<u>3,230</u>

This page does not form part of the statutory financial statements

PORTLAND PLACE PRE-SCHOOL

England & Wales - Charity number 1023166

Accounts

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 August 2020
for
Portland Place Pre-School

Mill Accountancy Ltd
5 Amelia Court
Retford
Nottinghamshire
DN22 7HJ

Portland Place Pre-School

Contents of the Financial Statements
for the Year Ended 31 August 2020

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Portland Place Pre-School

Report of the Trustees for the Year Ended 31 August 2020

The trustees present their report with the financial statements of the charity for the year ended 31 August 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1023166

Principal address

Portland Place
Sutton cum Lound
Retford
DN22 8PP

Trustees

S Bell		- resigned 13.1.20
S Betts		- resigned 13.1.20
K Hayes		- resigned 13.1.20
K King		- resigned 14.1.20
Ms L Bland	Chairperson	
Mrs C A Pickering		- appointed 13.1.20 - resigned 2.6.20
Mr D F Pickering		- appointed 14.1.20 - resigned 5.6.20
C Coyle		- appointed 13.1.20
Ms D H Elliott	Treasurer	- appointed 13.1.20
Ms C Whellans		- appointed 13.1.20 - resigned 5.6.20
Miss M E Elliott	Secretary	- appointed 29.5.20
S Marriott		- appointed 26.6.20 - resigned 12.4.21

Independent examiner

Gillian Barbara Mill
FCCA
Mill Accountancy Ltd
5 Amelia Court
Retford
Nottinghamshire
DN22 7HJ

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is controlled by its governing document, a Model Pre-School Constitution 2011 provided by the Pre-School Learning Alliance dated 18th January 2012, and constitutes an unincorporated charity registered with the Charity Commission.

Recruitment and appointment of new trustees

The Charity should have no less than 5 and no more than 12 Trustees on the committee, plus a maximum of 3 co-opted Trustees.

The Trustees are appointed at the AGM for one year and can stand for re-elected each year until they have served a maximum of 10 years. Co-opted Trustees can be appointed at any time during the year but must resign at the AGM and be appointed Trustees in the normal way if there are sufficient vacancies.

All Trustees should hold Family Membership of the Charity. If there are insufficient family members available to act as Trustees Associate Members can be appointed.

The committee are currently working hard to increase the number of serving Trustees.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Induction and training of new trustees

All Trustees are invited to visit the Pre-School and are provided with the relevant Charity Commission information for Trustees.

Wider network

The Charity is part of the Pre-School Learning Alliance which provides advice and support.

Risk management

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

We as Trustees have considered 3 main risks:

- i) Failing the Ofsted report. We would overcome this by compliance. We pay an annual fee to Adapt Childcare & Training services, who offer support & advice in adherence to Ofsted guidelines
- ii) Lack of funding. We would overcome this obstacle by promoting the Pre-school around the village & neighbouring areas. We would also promote government funded places & ensure that we applied for all subsidies offered through these places.
- iii) The school no longer allowing us to rent the building used for the Pre-school: We have considered this risk & would look at other options available to us. For e.g the village halls in Sutton and in neighbouring village Lound, or the Hallcroft Community centre. Any of these options would be suitable

OBJECTIVES AND ACTIVITIES

Objectives and aims

We are an OFSTED inspected Pre-School and were rated as Good at our last inspection. We provide pre-school learning activities for children from 2 to 4 years of age in order to develop their intellectual, emotional, physical and social skills. This is achieved through offering a range of free play and structured activities. Children are supported in their learning by qualified and supportive staff, who are trained to encourage children to reach their individual learning potential and to express themselves in their own unique way.

The aim of the pre-school is to enhance the development and education of children under statutory school age by offering appropriate play, care and education facilities. The opportunity for learning is available to all children regardless of race, culture, religion, means or ability.

We encourage the study of the needs of pre-school age children and promote public interest in, and recognition of, such needs in the local area. We help support students in both college and university with their studies in this area.

We adhere to, and actively promote, the aims and objects of the Pre-School Learning Alliance.

Significant activities

At the beginning of the year in September 2019 we had 18 children on our register rising to 29 in July 2020 through promoting the pre-school. Each session is attended by between 12 and 20 children

Volunteers

The Pre-school committee is run by a group of volunteers, who work with each other to help run the Pre-school as smoothly as possible. They attend regular meetings, help with fundraising and deal with any issues that may arise.

There are also parent volunteers who help out with the fund raising and events that the Pre-school hosts.

Due to the global pandemic starting partway through the school year, the last major fundraising event hosted was the Christmas Fayre 2019, which accounted for just under half of our yearly fundraising total.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

We have been chosen by a number of parents whose children display a wide variety of complex needs, including physical conditions, behavioural and social delays for their age and possible emerging neural differences, because of which we have achieved a more inclusive environment.

Staff have attended training in several areas to continue to develop their skills. Our apprentice has completed her level 3 training this year, so all of our staff are level 3 qualified as a minimum. Our pre-school manager has enrolled onto Level 5 Advanced Practitioner to enhance the setting further.

Fundraising activities

This year money was raised by a variety of events including a soft play centre event, commission from school photographer, selling Christmas cards that the children had made, sports relief & children in need days. We also were able to hold a Christmas fayre & Christmas concert.

FINANCIAL REVIEW

Reserves policy

The charity aims to maintain a reserve of one terms expenditure on deposit. When we reviewed the figure last year, we found that the amount held on deposit was insufficient to meet this criteria so have been trying to increase it over the last year. We are now almost at this figure, and aim to achieve it in the beginning of our next financial year.

Principal funding sources

A principal funding source is the funding for Pre-School places provided by the government. We rely on their commitment to early years education in order to maintain our services.

FUTURE DEVELOPMENTS

The Trustees will continue to support the work of the pre-school and maintain the standard of facilities while raising the profile of the pre-school and involving more parents.

We are working towards building up the reserve account to put towards an extension to pre-school. This will slightly increase numbers & create a much needed office space, as well as updating the aesthetics of the room.

Approved by order of the board of trustees on 27 May 2021 and signed on its behalf by:



Ms L Bland - Trustee

Independent Examiner's Report to the Trustees of
Portland Place Pre-School

I report on the accounts for the year ended 31 August 2020, which are set out on pages five to ten.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 130 of the Act; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of the Act; or
4. that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.

Gillian Barbara Mill
FCCA
Mill Accountancy Ltd
5 Amelia Court
Retford
Nottinghamshire
DN22 7HJ

27 May 2021

Portland Place Pre-School

Statement of Financial Activities
for the Year Ended 31 August 2020

	Notes	31.8.20 Unrestricted fund £	31.8.19 Total funds £
INCOMING RESOURCES			
Incoming resources from generated funds			
Activities for generating funds	2	1,137	386
Investment income	3	8	9
Incoming resources from charitable activities			
Pre School		86,590	94,025
Total incoming resources		<u>87,735</u>	<u>94,420</u>
RESOURCES EXPENDED			
Charitable activities			
Pre School		83,828	89,452
Governance costs		<u>677</u>	<u>1,890</u>
Total resources expended		<u>84,505</u>	<u>91,342</u>
NET INCOMING RESOURCES		<u>3,230</u>	<u>3,078</u>
RECONCILIATION OF FUNDS			
Total funds brought forward		<u>38,795</u>	<u>35,717</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>42,025</u></u>	<u><u>38,795</u></u>

The notes form part of these financial statements

Portland Place Pre-School

Balance Sheet

At 31 August 2020

	Notes	31.8.20 Unrestricted fund £	31.8.19 Total funds £
FIXED ASSETS			
Tangible assets	6	3,569	3,040
CURRENT ASSETS			
Debtors	7	291	791
Cash at bank and in hand		38,279	36,169
		<u>38,570</u>	<u>36,960</u>
CREDITORS			
Amounts falling due within one year	8	(114)	(1,205)
		<u>38,456</u>	<u>35,755</u>
NET CURRENT ASSETS			
		<u>42,025</u>	<u>38,795</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		<u>42,025</u>	<u>38,795</u>
NET ASSETS			
		<u>42,025</u>	<u>38,795</u>
FUNDS	9		
Unrestricted funds		42,025	38,795
TOTAL FUNDS		<u>42,025</u>	<u>38,795</u>

The financial statements were approved by the Board of Trustees on 27 May 2021 and were signed on its behalf by:

Miss M E Elliott -Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. ACTIVITIES FOR GENERATING FUNDS

	31.8.20	31.8.19
	£	£
Fundraising events	1,137	386
	<u> </u>	<u> </u>

3. INVESTMENT INCOME

	31.8.20	31.8.19
	£	£
Deposit account interest	8	9
	<u> </u>	<u> </u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2020 nor for the year ended 31 August 2019.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2020 nor for the year ended 31 August 2019.

5. STAFF COSTS

	31.8.20	31.8.19
	£	£
Wages and salaries	64,620	66,846
Social security costs	2,208	-
Other pension costs	1,390	1,158
	<u>68,218</u>	<u>68,004</u>

The average monthly number of employees during the year was as follows:

	31.8.20	31.8.19
Pre-School staff	-	8
	<u>-</u>	<u>8</u>

No employees received emoluments in excess of £60,000.

6. TANGIBLE FIXED ASSETS

	Improvements to property £	Computer equipment £	Totals £
COST			
At 1 September 2019	3,040	-	3,040
Additions	-	622	622
	<u>3,040</u>	<u>622</u>	<u>3,662</u>
At 31 August 2020	3,040	622	3,662
	<u>3,040</u>	<u>622</u>	<u>3,662</u>
DEPRECIATION			
Charge for year	-	93	93
	<u>-</u>	<u>93</u>	<u>93</u>
NET BOOK VALUE			
At 31 August 2020	3,040	529	3,569
	<u>3,040</u>	<u>529</u>	<u>3,569</u>
At 31 August 2019	3,040	-	3,040
	<u>3,040</u>	<u>-</u>	<u>3,040</u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.20	31.8.19
	£	£
Trade debtors	291	791
	<u>291</u>	<u>791</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.20	31.8.19
	£	£
Taxation and social security	114	1,205
	<u>114</u>	<u>1,205</u>

9. MOVEMENT IN FUNDS

	At 1/9/19	Net movement in funds	At 31/8/20
	£	£	£
Unrestricted funds			
General fund	38,795	3,230	42,025
	<u>38,795</u>	<u>3,230</u>	<u>42,025</u>
TOTAL FUNDS	<u>38,795</u>	<u>3,230</u>	<u>42,025</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	87,735	(84,505)	3,230
	<u>87,735</u>	<u>(84,505)</u>	<u>3,230</u>
TOTAL FUNDS	<u>87,735</u>	<u>(84,505)</u>	<u>3,230</u>

Comparatives for movement in funds

	At 1/9/18	Net movement in funds	At 31/8/19
	£	£	£
Unrestricted Funds			
General fund	35,717	3,078	38,795
	<u>35,717</u>	<u>3,078</u>	<u>38,795</u>
TOTAL FUNDS	<u>35,717</u>	<u>3,078</u>	<u>38,795</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	94,420	(91,342)	3,078
	<u>94,420</u>	<u>(91,342)</u>	<u>3,078</u>
TOTAL FUNDS	<u>94,420</u>	<u>(91,342)</u>	<u>3,078</u>

9. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/9/18 £	Net movement in funds £	At 31/8/20 £
Unrestricted funds			
General fund	35,717	6,308	42,025
TOTAL FUNDS	<u>35,717</u>	<u>6,308</u>	<u>42,025</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	182,155	(175,847)	6,308
TOTAL FUNDS	<u>182,155</u>	<u>(175,847)</u>	<u>6,308</u>

Portland Place Pre-School

Detailed Statement of Financial Activities
for the Year Ended 31 August 2020

	31.8.20	31.8.19
	£	£
INCOMING RESOURCES		
Activities for generating funds		
Fundraising events	1,137	386
Investment income		
Deposit account interest	8	9
Incoming resources from charitable activities		
Pre school fees	13,099	31,293
Assisted places fees	69,411	61,277
Outings, trips and activities	817	1,455
Grants	3,263	-
	<hr/>	<hr/>
	86,590	94,025
	<hr/>	<hr/>
Total incoming resources	87,735	94,420
 RESOURCES EXPENDED		
Charitable activities		
Wages	64,620	66,846
Social security	2,208	-
Pensions	1,390	1,158
Rent	5,218	7,038
Premises costs	627	575
Insurance	611	601
Admin expenses	479	79
Advertising	-	155
Sundries	126	120
Resources	3,610	1,948
Ofsted	35	22
Meals & snacks	2,228	4,960
Training & uniforms	1,342	2,058
Outings, trips and activities	1,241	3,590
	<hr/>	<hr/>
	83,735	89,150
 Governance costs		
Accountancy	677	1,890
 Support costs		
Management		
Subscriptions	-	302
Other		
Computer equipment	93	-
	<hr/>	<hr/>
Total resources expended	84,505	91,342
	<hr/>	<hr/>
Net income	3,230	3,078
	<hr/>	<hr/>

This page does not form part of the statutory financial statements