

BIRSTALL PRE-SCHOOL

**TRUSTEES ANNUAL REPORT AND
FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 MARCH 2023

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Birstall Pre-School

Administrative details, trustees, and advisors

Trustees

A Lynn
G Hunter
R Woodhead
H Scott
N Glennie

Charity Registered Number

1023323

Principal Address

Birstall Pre-School
Carr Street

Birstall
West Yorkshire
WF17 9DX

Independent Examiner

ASN Business Solutions Limited
Fieldhead House
46 Leeds Road

Liversedge
West Yorkshire
WF15 6HX

Bankers

Virgin Money

Trustees' Annual Report

The Trustees present their annual report together with the financial statements of Birstall Pre-School (the charity) for the year ended 31 March 2023. The Trustees confirm that the Annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in July 2014.

Organisation

Birstall Pre-School is governed by its constitution adopted 29 March 1993, as amended 8 May 2000, as amended by scheme dated 1 March 2017 and was entered on the Register of Charities on 2 July 1993.

Trustees Responsibility Statement

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

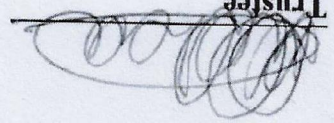
The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments 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 are sufficient to show and explain the charity's transactions and 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.

This report was approved by the Trustees on 17 July 2023 and signed on their behalf by:

Trustee



Trustee



Independent Examiners Report for the year ended 31 March 2023

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2023.

This report is made solely to the charity's Trustees, as a body, in accordance with section 145 of the Charities Act 2011. In carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

Respective Responsibilities of Trustees and Examiner

The charity's Trustees are responsible for the preparation of the financial statements, and they consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ("the Act") and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements under section 145 of the Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

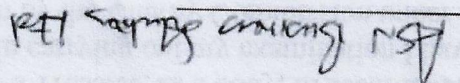
Independent examiners statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

Independent Examiners Report for the year ended 31 March 2023

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:  **ASN Business Solutions Ltd**

ASN Business Solutions Limited
 46 Leeds Road
 Liversedge
 West Yorkshire
 WF15 6HX
 Date: 17 July 2023

Statement of Financial Activities for the year ended 31 March 2023

	2023	2022
	£	£
Incoming Resources		
Fees received	146,866	118,122
Funded Fees – Kirklees MC	231,003	194,983
Other income	-	128
Total Incoming Resources	377,869	313,233
Resources Expended		
Wages	321,728	264,978
Training, staff costs and memberships	2,926	3,348
Rent and room hire	2,349	4,643
Utilities, ground rent and insurance	8,494	7,142
Premises maintenance	5,506	7,477
Travel and motoring expenses	2,287	6,260
Play materials, activities and other expenses	27,007	22,865
Independent examination fees	895	795
Payroll and other professional fees	4,466	4,021
Total Resources Expended	375,658	321,529
Movement in Total Funds for the Year	2,211	(8,296)
- Net Surplus/(Deficit) for the Year		
Total funds brought forward	454,185	462,481
Total funds carried forward	456,396	454,185

Note

2023 £

2022 £

Note

Fixed Assets

Tangible Assets - Property

Motor vehicles 3

358,742

8,223

366,965

358,742

-

358,742

Current Assets

Cash at Bank and on Hand

Prepayments and other debtors

86,578

5,374

91,952

95,951

995

96,946

Total Current Assets

Creditors: amounts falling due within one year

(2,521)

(1,503)

Net Current Assets

89,431

95,443

Net Assets

456,396

454,185

Charity Funds

Represented by:

Unrestricted funds

Fixed assets

95,443

360,953

456,396

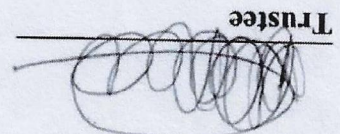
95,443

358,742

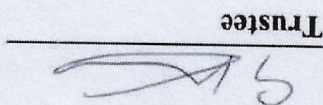
454,185

Total Funds

The Financial Statements were approved by the Trustees on 17 July 2023 and signed on their behalf by:



Trustee



Trustee

1 Accounting Policies

- 1.1 Basis of preparation of the financial statements**
- These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The accounts have been prepared in accordance with the Statement of recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011. There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

- 1.2 Fund accounting**
- Unrestricted funds comprise those funds which the Trustees are free to use in accordance with the charitable objects.
- Restricted funds are to be used for specific purposes laid down by the donor.

- 1.3 Incoming Resources**
- All incoming resources are included in the Statement of financial activities when the charity has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

Other income is recognized in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

- 1.4 Resources expended**
- Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources. All resources expended are inclusive of irrecoverable VAT.

2 Staff costs and Trustees remuneration

	2023	2022
£	£	£
Staff costs for the year were as follows:		
Wages and salaries	321,728	264,978

No employee received remuneration amounting to more than £60,000 in either year. Trustees received no remuneration during the year.

Notes to the Financial Statements for the year ended 31 March 2023

3 Motor vehicles

Cost	At 1 April 2022	Additions in year	At 31 March 2023
			10,120
			<u>10,120</u>
Accumulated Depreciation	At 1 April 2022	Depreciation charge in year	At 31 March 2023
			1,897
			<u>1,897</u>
Net Book Value	At 31 March 2023	At 31 March 2022	
			8,223
			<u>-</u>

Charity Commission Annual Return 2023

Print Cancel

BIRSTALL PRE-SCHOOL
Charity registration number: 1023323

Most of the information you give in this form will become publicly available on the Register of Charities. Any field that the Charity Commission will not display will be clearly marked.

This document is a record of the information provided in the Annual Return 2023.

PART A - Charity information

Financial period

Financial period start date

01/04/2022

Financial period end date

31/03/2023

Income and spending

Income £

£ 377,869

Spending £

£ 375,658

Number of contracts from government

How many contracts (other than grant agreements) did your charity receive from central government or a local authority during the financial period for this return?

0

Number of grants from government

How many grants did your charity receive from central government or a local authority during the financial period for this return?

3

Value of grants from government

What was the total value of the grants received from central government or a local authority during the financial period for this return?

£ 231,003

Income breakdown

Other trading activities

£ 0

Investments

£ 0

Other

£ 377,869

Corporate donations

What was the value of your charity's single highest value donation received from a corporate donor during the financial period of this return?

£ 0

Donations from individuals

What was the value of your charity's single highest value donation received from an individual during the financial period of this return?

£ 0

Donations from related parties

What was the value of your charity's single highest value donation received from a related party during the financial period of this return?

£ 0

Grantmaking

Is grant making the main way your charity carries out its purposes?

No

Recipients of grants

Please round all figures to the nearest pound (do not enter decimal points or commas).
Individuals

£ 0

Other charities

£ 0

Other organisations that are not charities

£ 0

Trustee payments

Excluding out of pocket expenses, for what were any of the trustees paid during the financial period for this return?
☒ e. None of the trustees have been paid

Did any of the trustees resign and take up employment with your charity in the financial period of this return?

No

This will include the following actions:

- (a) update, consolidate, and improve the accuracy of our records;
- (b) undertake crime detection and prevention and law enforcement and assist the third parties specified above to investigate or prevent crime and carry out law enforcement;
- (c) data analysis, testing, research, statistical and survey purposes

Information we receive from other sources.

Information we receive from other sources

We may combine this information with information you give to us and information we collect about you.

We may use this information and the combined information for the purposes set out above (depending on the types of information we receive).

We will ensure that any such disclosure and use is proportionate; considers your right to respect for your private life; and is done fairly and lawfully in accordance with the data protection principles of the Data Protection Act.

The Data Protection Act 1998 regulates the use of 'personal data', which is essentially any information, however stored, about identifiable living individuals.

As a 'data controller' under the Act, the Charity Commission must comply with it. Any changes we may make to our privacy statement in the future will be set out in the replacement version of this form.

Please check back frequently to see any updates or changes to our privacy policy.

Declaration

This annual return has not been submitted and no Declaration has been made

Internal charity financial controls policy and procedures

Safeguarding policy and procedures

Financial reserves policy and procedures

Complaints policy and procedures

Serious incident reporting policy and procedures

Internal risk management policy and procedures

Trustee expenses policy and procedures

Trustee conflicts of interest policy and procedures

Investing charity funds policy and procedures

Campaigns and political activity policy and procedures

Bullying and harassment policy and procedures

Social media policy and procedures

Engaging external speakers at charity events policy and procedures

Safeguarding

Has your charity provided services to children and/or adults at risk in the financial period of the return?

Serious Incidents

Has your charity reported all Serious Incidents (including any historical incidents) that the charity became aware of during the financial period of this return?

There were no incidents to report

External risk and impact

Donations

Unknown/No Change/Not Applicable

Other income - investment

Unknown/No Change/Not Applicable

Expenditure on charitable activities

Expenditure on overheads

Number of volunteers

Number of employees

Number of trustees

Fundraising activities

Capacity to deliver services

Total service demand

Volunteers

Excluding trustees, provide an estimate of the number of volunteers who carried out charitable activities on behalf of your charity in the United Kingdom during the financial period of this return?

0

Privacy statement

Any information you give us will be held securely and processed only in accordance with the rule on data protection. We will not disclose your personal details to anyone unconnected to the Charity Commission unless:

- you have consented to their release; or
- we are legally obliged to disclose them; or
- we regard disclosure as either (a) necessary so that we can properly carry out our statutory functions or (b) necessary in the public interest.

We may share and disclose information about you with relevant public authorities, regulatory bodies and agencies, outside the Charity Commission but only if:

- we can lawfully do so; and
- we decide that disclosure is necessary for national security, crime detection, prevention, and law enforcement, or other issues in the public interest

Information we collect about you

Address Line 2 Carr Street

Address Line 3 Birstall

Address Line 4 Batley

Address Line 5

Postcode WF17 9DY

Country

Were any of your charity's properties held by holding or custodian trustees on behalf of your charity (excluding the Official Custodian) during the financial period for this return?
No

Membership type

Is the charity part of a wider group structure with a parent body and subsidiary bodies?
no, the charity is not part of a wider group structure

Employment contract types

People were permanently employed by your charity 20

People were on fixed-terms contracts with your charity 20

Self-employed people were working for your charity 0

Total overseas employees

How many of the people above work on behalf of your charity outside of the United Kingdom? 0

Total employee payroll

What was the total amount spent on employee payroll during the financial period relating to this return?
£ 321,728

Employees' salaries

return: No

Delivering activities outside the United Kingdom

Did your charity deliver charitable activities outside of the United Kingdom in the financial period of this return? No

Spending outside England & Wales

Did your charity spend funds outside of the United Kingdom in the financial period of this return? No

Total Spending outside England & Wales £

Trading subsidiaries

Does the charity have any trading subsidiaries? No

Charity contact details correct

Is the contact address displayed from the Register of Charities, correct? Yes

Charity headquarters details correct

Is this the same address that you use as your charity's administrative headquarters? Yes

Charity contact address

Address Line 1
Birstall Pre School

Address Line 2
Carr Street

Address Line 3
Birstall

Address Line 4
Batley

Address Line 5

Postcode
WF17 9DY

Country