



Southwater Village Hall Pre-School

Report & Accounts

For The Year Ended 31 August 2023

Miller Robinson Ltd
Accountants & Business Consultants

Southwater Village Hall Pre School

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Year Ended 31 August 2023

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Southwater Village Hall Pre School

GENERAL INFORMATION

Year Ended 31 August 2023

Trustees

Hannah Scholefield (Chair)
Jack Jennings (Secretary)
Caroline Carter (Treasurer)
Gemma Tidy (nominated person)
Phil Stenning (committee person)
Liz Aydemir (committee person)
Mark Scholefield (committee person)

Address

Church Lane
Southwater
Horsham
West Sussex
RH13 9BT

Charity Number

1027293

Bankers

National Westminster Bank plc
47 Carfax
Horsham
West Sussex
RH12 1YZ

Independent examiner

MRC Accountancy Ltd
2 Kings Court
Harwood Road
Horsham
West Sussex
RH13 5UR

Southwater Village Hall Pre School

REPORT OF THE TRUSTEES

Year Ended 31 August 2023

The trustees submit their report and accounts for the year ended 31 August 2023.

Constitution

The charity is governed by its constitution which follows the format recommended by the Early Years Alliance.

Objects

The charity is established to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

Organisation

Southwater Village Hall Pre-School was established in 1974 with the purpose of providing pre-school education to those below the statutory school age. The Pre-school is run on a day to day basis by a manager who is supported by ten staff.

With the support of the trustees they are committed to a funded programme of continuing professional development and work very hard to achieve this. In addition the manager and trustees regularly review policies to ensure that the charity is working in line with current good practice and changing legislation.

The trustees, including the officers, are elected or appointed on annual basis. The trustees met periodically in the year under review. Between meetings, the officers of the charity conduct its affairs and report their actions at the next meeting of the trustees.

Trustees

The names of the present trustees (committee members) are stated on page 2 and are parents of children attending pre-school. All trustees/committee members have to complete DBS checks before their election can be confirmed.

Reserves policy

In line with the recommendations of the Charity Commission, the Pre-school has a reserve equivalent to approximately four month's expenses.

Public benefit

The trustees confirm they have referred to the Charity Commission's guidance on public benefit when reviewing the charity's aims, objectives and services and consider how the current and any proposed services and facilities will contribute to them.

Review of the year

During the last 12 months, the pre-school has enjoyed another active year as described in the chair persons report.

Southwater Village Hall Pre School

REPORT OF THE CHAIRPERSON

Year Ended 31 August 2023

Wow, what a year it has been. If you had asked me 12 months ago if I thought I would be standing in front of you today, I genuinely would have said no! When I attended the AGM last year with my husband Mark, I was not expecting the fairly dire situation of that we were presented with. But under a fair bit of duress and with a desire to keep the pre school open and the staff employed, I took on the role of Chairperson. I was joined by what have turned out to be an outstanding Committee and I am so proud of us all.

The first few months were rocky and I initially thought my role would be to help the pre school transition through a closing down process. We had to deal with the resignation of a long standing manager, a lack of children, poor reputation, numerous staffing issues and ongoing financial difficulties. Things certainly looked bleak but the real turning point was Emma. We quickly identified her as the perfect candidate to take on the Manager role and saw Emma as an opportunity to move forwards and turn the pre school around. Since her promotion we have not looked back. Emma has been truly amazing and her love and passion for this setting and the children is truly inspirational, we're sure you will agree.

Quite quickly came the promotion of Hannah to Deputy. I think she may also have felt under some duress but it was very quickly apparent how many fantastic ideas she has and what an innovator she is. She has been and continues to be a huge support to Emma and shares Emma's passion and motivation to make the pre-school the best it can be.

There is no denying that we are in a much better place than we were 12 months ago, but there have been some tough times and many challenges. Being part of the committee has certainly come with a lot more responsibility than I had originally realised but it has also been hugely rewarding. This committee has overcome some huge hurdles and our vision moving forward is to bring the pre school into the 21st century and create a staff led system, so that Emma and Hannah have flexibility and autonomy. The committee will continue to support but focus on fundraising opportunities and raising money for all of Hannah's ideas!

The committee is an ever evolving team. We have put in a lot of ground work this past year and hope that moving forward being part of the committee will be fun, engaging and an opportunity to give back to the community. The goal is to support the staff team and make the pre-school the absolute best it can be. We really hope that tonight we will welcome new parents with new ideas to shape the future of the pre school and make this setting the best start for our children.

REPORT OF THE TRUSTEES

Year Ended 31 August 2023

To Liz, Phil, Caroline, Gemma, Mark and Jack,
The tireless committee who have the pre-school's back.
I promised you a poem, and so here we are,
As we mark one year's service, haven't we come so far?

What a year we have had, who thought we would be,
Thriving at the AGM in November '23.
We've laughed, we've cried, we've nearly walked out,
But with us at the helm the future was never in doubt.

A new group of children, Family app and a shelter,
We're up with the times and this year's been a belter.
From the beginning of the year this committee were after,
For this old village hall to be ringing with laughter.

Bake sales, raffles and the local dog show,
Fundraising is our next target to help the school grow.
I hope you will join us full of ideas,
To raise more money than we have done in years.

The head of a committee that really does care,
It has been an absolute privilege to chair.
If this was champagne, a toast I would cheer,
To Southwater Village Pre-School, and an incredible next year.

Signed by:

DocuSign
electronically signed
Hannah Scholefield

Hannah Scholefield
Chairperson
28th November 2023

STATEMENT OF FINANCIAL ACTIVITIES

Year Ended 31 August 2023

	31/08/2023 £	31/08/2022 £
Incoming resources		
Incoming resources from generated funds:		
(a) Voluntary income		
Donations	37	494
Grants receivable		1,305
Covid grants		-
Apprenticeship award		750
	<u>37</u>	<u>2,549</u>
(b) Activities for generating funds:		
Income from fund raising events and activities	<u>72</u>	<u>884</u>
(c) Investment income:		
Bank deposit interest	<u>79</u>	<u>21</u>
	<u>188</u>	<u>3,454</u>
Incoming resources from charitable activities:		
Fees - Free entitlement	67,415	104,291
Fees - Non funded	21,099	32,537
Milk refunds	271	752
Uniform sales	<u>277</u>	<u>370</u>
	<u>89,062</u>	<u>137,950</u>
Total incoming resources	<u>89,251</u>	<u>141,404</u>
Resources expended		
Cost of generating funds:		
Expenses of fund raising events and activities	<u>-</u>	<u>-</u>
Charitable activities:		
Salaries including social security	104,777	117,727
Staff training and welfare	56	344
Rent of village hall	7,953	7,953
Purchase of uniforms	694	1,052
Equipment	1,144	2,158
Consumables	2,238	1,914
Outdoor area donation	5,000	-
Milk	101	1,059
Books	5	16
Insurance	915	888
Administration	5,359	3,925
Memberships and subscriptions	668	135
Bank charges	150	209
Sundry expenses	929	1,703
DBS	51	95
Cleaning	8	214
Depreciation	<u>506</u>	<u>170</u>
	<u>130,552</u>	<u>139,563</u>
Total resources expended	<u>130,552</u>	<u>139,563</u>
Net incoming resources	- 41,301	1,841
Total funds brought forward	<u>124,351</u>	<u>122,510</u>
Total funds carried forward	<u>83,050</u>	<u>124,351</u>

The accounting policies on page 7 and notes on page 8 form part of these accounts.

Southwater Village Hall Pre School

STATEMENT OF ASSETS AND LIABILITIES

Year Ended 31 August 2023

	Note	31/08/2023 £	31/08/2022 £
Fixed assets			
Tangible assets	1	<u>2,304</u>	<u>765</u>
Current assets			
Debtors	2	507	789
Cash at bank and in hand		<u>117,545</u>	<u>141,650</u>
		118,052	142,439
Creditors: amounts falling due within one year	3	- 37,306	- 18,853
Net current assets		<u>80,746</u>	<u>123,586</u>
Total assets less liabilities		<u>83,050</u>	<u>124,351</u>
Represented by:			
Unrestricted funds		<u>83,050</u>	<u>124,351</u>

The financial statements on pages 5 to 8 were approved by the trustees on and were signed on behalf of the Trustees by:

E-Signed H Pearman

Helen Pearman
Chair Person

E-Signed Caroline Carter

Caroline Carter
Treasurer

The accounting policies on page 7 and notes on page 8 form part of these accounts.

ACCOUNTING POLICIES

Year Ended 31 August 2023

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)

Basis of accounting

The financial statements have been prepared under the historical cost convention.

Funds

The charity accounts for incoming and outgoing resources as unrestricted funds provided the use of the funds has not been specified by the donor. Unrestricted funds are funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Tangible fixed assets

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost, less estimated residual value of each asset over its expected useful life on the written down value basis, as follows:

Play equipment - 18% per annum
Office equipment - 18% per annum

Incoming resources

Income other than voluntary donations is included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Voluntary donations are recognised on receipt.

Resources expended

All expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all costs 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 the resources. Fundraising costs are those costs incurred in seeking voluntary contributions.

NOTES TO THE FINANCIAL ACCOUNTS

Year Ended 31 August 2023

1. Tangible assets	Play equipment £	Office equipment £	Total £
Cost			
At 1 September 2021	10,697	3,100	13,797
Additions	0	0	0
At 31 August 2022	<u>10,697</u>	<u>3,100</u>	<u>13,797</u>
Depreciation			
At 1 September 2021	10,426	2,438	12,864
Charge for the year	50	120	170
At 31 August 2022	<u>10,476</u>	<u>2,558</u>	<u>13,034</u>
Net book value			
At 31 August 2022	<u>221</u>	<u>542</u>	<u>763</u>
At 31 August 2021	<u>271</u>	<u>662</u>	<u>933</u>

2. Debtors	31/08/2022 £	31/08/2021 £
Prepayments and accrued income	788	507

3. Creditors: amounts due within one year	31/08/2022 £	31/08/2021 £
Payroll taxes	2,778	740
Accrued expenses	0	0
Deferred income	<u>16,075</u>	<u>21,919</u>
	<u>18,853</u>	<u>22,659</u>

4. Trustees' remuneration and expenses

None of the trustees received any remunerations or expenses during the year under review or in the previous year.

INDEPENDENT EXAMINER'S REPORT

Year Ended 31 August 2023

Independent Examiner's Report to the Trustees of Southwater Village Hall Pre-School

I report to the trustees on the accounts of the charity for the year ended 31 August 2022 which are set out on pages 5 to 8.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Act; and
- to prepare accounts which accord with the accounting records, and comply with the accounting requirements of the 2011 Act

have not been met; or

to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Amanda Miller
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Horsham
West Sussex
RH13 5UR

Date 21.11.23