

ST JOSEPH'S PRE-SCHOOL (Bristol)

ACCOUNTS

YEAR ENDED 31 AUGUST 2024

Registered Charity Number 1032557

ST JOSEPH'S PRE-SCHOOL (Bristol)

FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2024

CONTENTS	PAGE
Legal and administrative information	2
Trustees' report	4
Independent Examiner's report	9
Statement of financial activities	10
Balance sheet	11
Notes to the accounts	12

ST JOSEPH'S PRE-SCHOOL (Bristol)

LEGAL AND ADMINISTRATIVE INFORMATION

YEAR ENDED 31 AUGUST 2024

Full Name: **St Joseph's Pre-School (Bristol)**

Registered Charity Number **1032557**

Address: **Argyle Morley URC**
Whitefield Road
Bristol
BS5 7TZ

Trustees:

Michelle George	Chair
Emma Green	Treasurer
	appointed Nov 2023
Deborah White	Vice Chair/Secretary
Kay Mealing	
Fabiana Martins	
Helen Sproates-Davis	appointed Nov 2023
Joanne Duffy	appointed Nov 2023

Cathy Williamson

Independent Examiner:

Azhar Muhammad
WG associates one LTD
Avondale Business centre
Woodland way
Bristol
BS15 1AW

Bankers:

Cooperative Bank
1 Balloon Street
Manchester M4 4BE

ST JOSEPH'S PRE-SCHOOL (Bristol)

TRUSTEES REPORT

YEAR ENDED 31 AUGUST 2024

The Trustees present their report and accounts for the year ended 31st August 2024.

Structure, Governance and Management

St Joseph's Pre-School (Bristol) is an Unincorporated Charity, registered with the Charity Commission and governed according to its constitution, adopted 11th October 2011. The charity was established to take forward the work of St Joseph's Pre-school, charity number 1032557.

St Joseph's Pre-school is a member of the Early Years Alliance and follows their guidance with regards to key policy documents and procedures. We are also a member of Bristol and Neighbourhood Daycare (BAND).and receive guidance and support from them also, as well as the LEA Teacher Advisory Service.

The pre-school is registered with Ofsted and meets all statutory and regulatory requirements for the provision of day care for under five year olds.

The Committee and Trustees are elected annually at the AGM and is largely made up of parent/carers who use the services we provide. The trustees give their time voluntarily to support the pre-school.

We follow the Early Years Alliance Model Constitution (2011) and are classed as an Unincorporated Association.

Members and Trustees

The overall management and control of the Pre-school will rest with the individual members of the Pre-school's management committee ("the Committee"). As well as being responsible for the management of the Pre-school the Committee members are also the charity trustees of the Pre-school. The affairs of the charity are managed on a day to day basis by the trustees, who may exercise all the powers of the Committee. The trustees who served during the year are shown on page 2 of this report.

Appointment of Trustees

All Members shall be eligible to stand for election to the Committee, except ordinarily a Member who is a paid employee of the Pre-school. A Member who is a paid employee of the Pre-school may however be eligible for election to the Committee subject to certain conditions being satisfied. The Committee are appointed/elected annually at the AGM.

Public benefit

In shaping the objectives for the year and planning activities, the trustees have considered the Charity commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

OBJECTIVES

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 and by offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability; Providing pre-school education and care for children from 2 $\frac{3}{4}$ to 4 $\frac{3}{4}$ years old according to the requirements of the Early Years Foundation Stage.

Encouraging parental participation to enhance and support both the development of their children and of themselves.

Providing other services for parents/families such as 'drop-in' sessions, parent workshops, and family learning events.

ACTIVITIES and PERFORMANCE

We continue to offer high quality early years education for the local community to access. This last year has been hugely impacted by the notice given to us to leave our current premises by July 2024. Despite this, we continued to see high numbers of children demanding places, with most 3–4-year-old places full by December and very limited space in the 2-Year-Old Room. This served to boost our resolve to find new premises within the area we already operating in as we did not want to let families down.

So, we continued to provide care and education to under 5yr olds serving almost seventy families in the local community. The repercussions of the Pandemic have been ongoing and made the role of early years settings even more important. Adapting and changing to support this new generation of children and their needs has remained paramount.

Staffing numbers were naturally affected by the uncertainty we were faced with, but we have still been able to continue providing the good service we aimed to and many staff remained loyal to this too.

We have continued with various in house and external training. Staff are always keen and willing to continue doing these courses so that they can all keep up to date with the ever-increasing changes in childcare. We have 2 volunteers who help out over the week, and also support work experience students throughout the year.

Supporting more children with SEN is still the norm and we like to think that we do this particularly well, even though this work is severely underfunded.

Finances have remained tight as both the energy increases, and cost of living crisis have affected us too. The continued increases in the living wage have also had a big impact but we have been very grateful that the staff team have been understanding and patient, and enabled us to avoid the recruitment crisis that has hit many other settings.

As a not-for-profit run group who try to keep fees as low as possible, we really do look to parents and friends to support us. Our current committee have worked extra hard to try and support the Pre-school and staff too have gone above and beyond in supporting the children and their families. This year the fundraising events have been less rigorous due to the distraction of the impending relocation. But our Go Fund Me page still raised over £2300 and other events such as our Spring Fair, the Christmas Raffle, visits from the Photographer, and many smaller ventures still raised valuable funds. The events were fun and well supported. New ideas and support with fundraising are always welcome as other running costs for the pre-school continue to soar. Thank you to everyone who continues to support us so generously!

After the most stressful and worrying year (even than during COVID) it goes without saying that there are lots of people to which we owe our thanks. Firstly, a big thank you to all the staff for all their hard work and dedication that they put into the Pre-school and all the hours of their own time that they continue to put in to make it run smoothly. This includes the extra hours that they put in to sort, clear, pack-up, and move all our resources and equipment. Secondly, thank you to our Volunteers for their dedication and enthusiasm for helping at St Joseph's and thank you especially to all the Committee members who have served us so gallantly over the last few years. For making more than your average important decisions, for all the advice, expertise, time, and energy they have given over this time, and for seeing us through!

We really would like to encourage and welcome others to think about joining the committee and giving a bit back to our lovely Community run pre-school! We say this every year but, St Joseph's Pre-school has been built on the foundation of good parental involvement and we really hope to continue to build on these links in the future. You can become part of the Pre-school by joining the Committee tonight; you will soon see the benefits that may be here for you too and most importantly for your children! We are obviously venturing into new territory this year as we settle into our new home. We especially thank the wonderful community at Argyle Morley UR Church for making us so welcome and allowing us into their home.

As well as the things that have taken place over the last year, we'd like to add a few comments about some of our other ongoing achievements, before looking at some of our plans for the future, and our current target areas for improvement.

We were again awarded the 'Bristol Standard' – a local, turned National Accreditation scheme which places a high importance on ongoing self-evaluation and reflective practice. (We have

achieved this every year since its inception in 1997!) Of course, we also had that long-awaited visit from Ofsted in June, from whom we continued to receive a 'Good' report. No mean feat in the circumstances we were in!

Continuing to build our links with parents, to improve the learning opportunities for the children and in particular, to celebrate the learning that goes on both here and at home remains a high priority. Parental participation in children's learning underlies our core principles as a community run group. Tapestry remains a great tool in helping us to do this and we love to see parents accessing it and even adding their own observations. We have continued to create more opportunities for parents to engage in activities at the setting, especially our 'stay and play' sessions when parents can stay and join in with some themed activities with their child at the start of the day. Forest School sessions have been harder to manage due to continued wet weather and the increase in numbers making it harder to stay in ratio if we take children out. But now that the access to the woods is so much closer, we hope to make it a more regular feature of our week. We really do need some parental help to keep it happening too so if you want to find out more about helping at Forest School then speak to the Manager anytime!

FUTURE PLANS

Other targets also include continuing to support our ever-growing number of children and families with English as an additional language, SEND, and all who are experiencing hardship.

A key target that had been put on hold was to completely revamp our Outdoor Area. This has now become a big focus again as we have a much bigger space to use. More creative and out of the box thinking is required for this though, as it is also a dual use space and is a car park at the start and end of the day

Above all, we remain committed to our community run ethos. As a not-for-profit group we do feel we offer good value for money and will continue to try and meet the needs of local parents by offering an affordable and flexible service. New ideas for fundraising are always welcome as is any business support, experience or even sponsorship that anyone can offer. If you have any ideas or comments to make on what you would like us to provide, please do use the comments box or speak to a member of the management team. We hope you will continue to support us too with our fundraising efforts, our hunt for a new 'Forever home' and as we constantly strive to improve the services we provide for you and your children. Thank you.

We will continue to build on the production of the trustees to ensure we are supporting the aims of the charity. With the expansion of funded hours for two-year-olds we are looking to recruit more staff to enable us to be able to provide more opportunities for children to attend.

Reserves Policy and Risk Management

The trustees recognise the need to keep reserves at a level which will give the organisation stability to enable it to continue to operate in the future. However, a large part of our reserves were used to sustain the pre-school during COVID and we are currently having to keep spending to a minimum in order to replenish these to cover us for any future unforeseen circumstances.

The actual level of reserves will be periodically reviewed and adjusted based on circumstances at that time. The trustees have now examined the major risks to which the charity is exposed and systems will continue to be established to mitigate those risks.

Going concern

The trustees have reviewed the circumstances of the charity and consider that adequate resources continue to be available to fund the activities of the organisation for the foreseeable future. The trustees are therefore of the view that the charity is a going concern.

Related parties

The trustees consider that there are no related parties to the charity

ST JOSEPH'S PRE-SCHOOL (Bristol)

TRUSTEES REPORT

YEAR ENDED 31 AUGUST 2024

Independent Examiners

Azhar Muhammad was appointed as the charity's independent examiner during the year. Azhar Muhammad is a member of Institute of Financial Accountants

Trustees' responsibilities in relation to the financial statements

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity at any time and enable the trustees to prepare financial statements for each financial year. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

The trustees declare that they have approved the trustees' report above.

Approved by the trustees and signed on their behalf by:

Michelle George and Deborah White

M. George

D. White

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Independent examiner's report to the trustees of St Joseph's Pre-School

I report to the charity trustees on my examination of the accounts of the Association for the year ended 31st August 2024.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of *The Association of Accounting Technicians*, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do 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.

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:

azhar khan

ST JOSEPH'S PRE-SCHOOL (Bristol)**STATEMENT OF FINANCIAL ACTIVITIES (including Income and Expenditure Account)****YEAR ENDED 31 AUGUST 2024**

		Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
		£	£	£	£
Income and Endowments from:					
Donations and Legacies	3	4941	-	4941	1773
Charitable Activities	4	274322	-	274322	237169
Investment Income/Loans	5	17000	-	17000	
Total		296263	-	296263	238942
Expenditure on:					
Charitable Activities	6	276298	-	276298	293948
Other (Short Term Loan repayed)	7	17000	-	17000	
Total		293298	-	293298	293948
Net incoming resources		2965	-	2965	(55006)
Total funds at 31 August 2023		(4342)	-	(4342)	50664
Total funds at 31 August 2024	16	(1377)	-	(1377)	(4342)

All of the activities of the charity are classed as continuing

The notes on pages 10 to 14 form part of these financial statements

As required by paragraph 4.67 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

*Details of the allocation of 2023 total funds between unrestricted and restricted are shown in note 18

ST JOSEPH'S PRE-SCHOOL (Bristol)**BALANCE SHEET****YEAR ENDED 31 AUGUST 2024**

	Note	2024 £	2023 £
Tangible fixed assets	9		-
Current assets			
Debtors	14	3294	-
Cash at bank		31780	(4342)
Cash in hand		-	-
		<hr/>	<hr/>
		35078	(4342)
Creditors: Amounts falling due within one year	15	(36451)	-
Net current assets or liabilities		<hr/>	<hr/>
		(1377)	(4342)
Total net assets or liabilities	16	<hr/>	<hr/>
		(1377)	(4342)
The Funds of the Charity			
Unrestricted funds		(1377)	(4342)
		<hr/>	<hr/>
		(1377)	(4342)

These financial statements were approved by the trustees on 13/11/2024 and are signed

On their behalf by:

M. George
Michelle George

D. White
Debbie White

The notes on pages 11 to 15 form part of these financial statements

1 Basis of Preparation

- a) These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements 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) (effective from 1 January 2019) - (Charities SORP(FRS 102)) and with the Charities Act 2011.

- b) The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.
- c) The charity constitutes a public benefit entity as defined by FRS 102.

2 Accounting policies

- a) Income from donations is included in income when these are receivable, except as follows:
 - i) When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods.
 - ii) When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-condition have been met.
- b) Expenditure is recognised in the period in which they are incurred. Expenditure includes attributable VAT which cannot be recovered.
- c) Most expenditure is directly attributable to specific activities, and has been included in those cost categories. Support cost have been allocated 100% towards the charitable activities of the charity.
- d) Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees.
- e) 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.
- f) Individual assets are capitalised at cost. Depreciation is calculated so as to write off the cost of an asset over the useful economic life of that asset as follows:

Leasehold improvements over 10 years straight line

- g) The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at year end the Association did not have any outstanding guarantees to third parties nor any debts secured on assets of the Association.
- h) The Association only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value
- i) The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the period.

ST JOSEPH'S PRE-SCHOOL (Bristol)**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED 31 AUGUST 2024****Income and Endowments From:****3 Donations and legacies**

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£
Donations and Fundraising	4941	-	4941	1773
	-	-	-	-
Total	4941	-	4941	1773

Donations and legacies prior year - all unrestricted

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£
4 Charitable Activities				
Government funding (NEG +SEN)	240070	-	240070	213399
Additional Fees for extra hours	25662	-	25662	19497
Refunds and other charges	1890		1890	4273
Total	267622	-	267622	237169

Charitable activities prior year - all unrestricted

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£
5 Investment Income and Loans				
Loans	17000	-	17000	-
Investment Income	-	-	-	-
Total	17000	-	17000	-

Investment income prior year - all unrestricted

The charity receives government funding. The total value of such funding in the period ending 31 August 2024 was £240070 (2023: £213399). There was no unfulfilled conditions or contingencies attaching to these grants in the year ending 31 August 2024

ST JOSEPH'S PRE-SCHOOL (Bristol)

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2024

Expenditure On:

6 Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Salaries and bank staff inc Pension	241287	-	241287	249873
Inland Revenue	20036	-	20036	21677
Premises (rent)	10968	-	10968	12205
Play Equipment	156	-	156	1716
Food + Drink + Entertainment	-	-	-	529
Telephone/Internet	635	-	635	640
Uniform and Office Equipment	459	-	459	1287
Insurance	-	-	-	2302
Repairs/Maintenance/Cleaning	1147	-	1147	1802
Memberships + subscriptions	135	-	135	425
Admin/Office costs/Postage	-	-	-	230
Accountancy + Banking charges	126	-	126	93
BCC Bins	165	-	165	227
Staff Training/DBS	1184	-	1184	941
Short term loan repayment	17000	-	17000	-
Total	293298	-	293298	293948

Charitable activities prior year - all unrestricted

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Short Term Loan Repayments	17000	-	17000	-
Independent Examination		-		-
Total	17000	-	17000	-

Other prior year – all unrestricted

8 Net income resources for the year

This is stated after charging:

	2024	2023
	£	£
Independent Examination Fee	-	86

ST JOSEPH'S PRE-SCHOOL (Bristol)

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2024

9 Tangible fixed assets

None

10 Staff costs and numbers

The aggregate payroll costs were:

	2024	2023
	£	£
Wages and Salaries	229141	238275
Social Security Costs	20036	21677
Pension Costs	12146	11598
	<u>261323</u>	<u>271532</u>

No employees received emoluments of more than £60,000.

The average monthly head count was 15 staff (2023: 17)

The key management personnel of the charity comprise the board of trustees (the committee), the Centre Manager, Pre-school Manager, and two Senior EY Educators. The total employee benefits of key management personnel during the year total £74416 (2023 £84845)

11 Taxation

The charity is exempt from corporation tax on its charitable activities

12 Trustee expenses

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2023: £nil) neither were they reimbursed expenses during the year (2023: £nil). No charity trustee received payment for professional or other services supplied to the charity (2023 £nil).

13 Related Party Transactions

There were no other related party transactions during the year (2023: £nil)

14 Debtors

	2024	2023
	£	£
Outstanding Fees	1669	0
Rent paid in advance for September	<u>1625</u>	<u>0</u>
	<u>3294</u>	<u>0</u>

ST JOSEPH'S PRE-SCHOOL (Bristol)

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2024

15 Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors	-	-
NEG Fees paid in advance	36451	-
Accruals	-	-
	<u>36451</u>	<u>-</u>

16 Movement in funds

	At 01-Sept 2023 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31-Aug 2024 £
Unrestricted funds					
General funds	(4342)	296263	(293298)	-	(1377)
Total funds	<u>(4342)</u>	<u>296263</u>	<u>(293298)</u>		<u>(1377)</u>

17 Analysis of net assets between funds

	General Funds £	Restricted Funds £	Total Funds £
Tangible Fixed Assets	-		
Cash at Bank and in Hand	31780		31780
Other Net Current Assets/(Liabilities)	(33157)		(33157)
Total	<u>(1377)</u>		<u>(1377)</u>

18 Analysis of charitable funds – previous year, as required by paragraph 4.2. of the SORP

	General Funds £	Restricted Funds £	Total Funds £
Income and Endowments from:			
Donations and Legacies	1773	-	1773
Charitable Activities	237169	-	237169
Investment Income	0	-	0
Total	<u>238942</u>	<u>0</u>	<u>238942</u>
Expenditure On:			
Charitable activities	293948	-	293948
Other	-	-	-
Total resources expended	<u>293948</u>		<u>293948</u>
Net income/(expenditure)	<u>(55006)</u>	<u>-</u>	<u>(55006)</u>
Total funds brought forward	50664	-	50664
Total funds carried forward	<u>(4342)</u>	<u>-</u>	<u>(4342)</u>