

# **Dicker House Pre-School**

*Registered charity number 1036414*

Report and accounts  
for the year ended 31 August 2021

**Dicker House Pre-School  
Trustees' Annual Report  
for the year ended 31 August 2021**

The management committee present their report together with the financial statements for the year ended 31 August 2021.

**Constitution and terms of reference**

This unincorporated charity was established by a scheme approved and sealed by the Charity Commissioners on 26 January 1994.

The charity's registration number is 1036414

**Committee of management**

The committee who held office during the year were as follows:

<b>Chair</b>	Paula Wooden
<b>Secretary</b>	Beverley Thring
<b>Treasurer</b>	Caroline Triggs
<b>Committee member</b>	Jo Triggs
<b>Committee member</b>	Abigail Langridge

**Structure, governance and management**

The charity is governed by a constitution which was re-adopted at an AGM on 24 May 2010 and the charity is constituted by trust. Trustees are appointed and reappointed annually at the AGM.

The charity has several policies which govern in operation, these policies cover admissions, discipline, child protection, equal opportunities, child placements and staff training and development. The policies are reviewed regularly both by the staff and management committee to ensure they are both appropriate and adequate.

Criminal Records Bureau checks are carried out prior to commencement of employment or trusteeship.

The charity is a member of the Early Years alliance, a national body which helps parents to understand and provide for the needs of their children. The PSLA, together with other academic bodies, assists us with staff training and also in a advisory capacity.

All members of the management committee give their time voluntarily and receive no remuneration, they all make a significant contribution to the successful running of the charity, in particular by regularly attending management meetings to ensure the charity is operated appropriately and any issues are quickly and adequately resolved. Trustees are entitled to a 10% discount on session fees for their own children.

**Objectives and activities**

The Dicker House Pre-School was established to provide pre-school learning .The objectives of the charity during the year were as follows:

- Develop and motivate all of our children to the fullest possible extent.

**Dicker House Pre-School  
Trustees' Annual Report  
for the year ended 31 August 2021**

- Provide a safe and comfortable environment for all children.
- Educate and encourage parents to understand and provide for the needs of their children through community groups.
- The aim of this committee is to maintain the playgroup in a sound environment and in accordance with all statutory requirements.
- Ensure the reserves of the charity increase or do not fall below the contingent level set by the management committee, of approximately three months' salary costs.

**Public benefit**

The charity provides benefit to the public by offering placements to both state funded and non funded children, and also to children from all backgrounds and abilities.

**Achievements and performance**

The charity has continued on from previous years to provide an enjoyable and safe environment whilst ensuring the development of the children also remains at the highest possible standard. In response to the popularity of the charity and thus the level of its children, staff levels and cost have also increased but are covered by the level of income.

The management committee strongly believe that success of the charity is as a result of the hard work and dedication of the charity staff and the management committee itself.

**Financial review**

Total income for 2020/21 was £96,175 compared to £86,982 in 2019/20. We ended the year with a surplus of £2,849 compared to £653 surplus last year. The surplus was due to a increase in fees income and also the capitalisation of th new shed. We ended the year with monies held at the bank of £116,549 compared to £116,276 last year. The end result was that reserves have increased to £114,151 from £111,302 last year, comfortably covering the charity's objective of three months' salary.

The charity's main source of income comes from fees, both from the West Sussex County Council for children eligible for funding under the Early Years Foundation Stage free entitlement scheme and from parents of younger children.

Income from fundraising activities is used primarily to improve the environment and resources available to the children at the pre-school, any surplus is used to increase the contingency fund.

Signed on behalf of the committee

.....  
(Chair)

.....  
(Date)

**Dicker House Pre-School**  
**Independent examiner's report to the trustees of Dicker House pre-School**  
**for the year ended 31 August 2021**

I report to the charity trustees on my examination of the accounts of the charity for the year ended (date) which are set out on pages 4 to 7.

**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 report in respect of my examination of the charity's accounts carried out under section 145 of the 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**

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:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act;  
or
2. the accounts do not accord with those records[; or
3. 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.

.....  
Daniel Pettitt FCCA  
Keymer Haslam & Co  
Chartered Accountants  
4/6 Church Road  
Burgess Hill  
West Sussex, RH15 9AE

.....  
(Date)

**Dicker House Pre-School**  
**Revenue account**  
**For the year ended 31 August 2021**

		<b>2021</b>		<b>2020</b>	
	Note	£	£	£	£
<b>Income</b>					
Fees		91,720		82,993	
Registration fees		<u>540</u>		<u>570</u>	
			92,260		83,563
<b>Other income</b>					
Fundraising	3	2,069		2,107	
Donations		179		959	
Grants		1,091		-	
Clothing		338		330	
Other income		238		22	
Bank interest		<u>-</u>		<u>1</u>	
			<u>3,915</u>		<u>3,419</u>
<b>TOTAL REVENUE</b>			<b>96,175</b>		<b>86,982</b>
<b>DIRECT CHARITABLE EXPENDITURE</b>					
Nursery toys & consumable		910		2,246	
Food & Drink		108		622	
Advertising		120		96	
Fundraising	3	-		301	
Insurance		610		648	
Subscriptions		1,319		437	
General supplies		1,803		2,386	
Salaries		61,483		60,268	
NI		2,948		2,948	
R&R		1,191		30	
Printing, Postage & Stationery		70		135	
Computer expenses		673		320	
Other		556		508	
Legal & Professional		3,213		3,458	
Accountancy		648		676	
Rent		15,505		10,560	
Training		556		172	
Clothing		541		396	
Bank Charges		90		-	
Depreciation		982		122	
			<u>93,326</u>		<u>86,329</u>
<b>SURPLUS/(LOSS) FOR THE YEAR</b>			<b><u>2,849</u></b>		<b><u>£ 653</u></b>

**Dicker House Pre-School**  
**Statement of assets and liabilities**  
**Year ended 31 August 2021**

		<b>2021</b>		<b>2020</b>	
	Note	£	£	£	£
<b>FIXED ASSETS</b>					
Canopy	1		2,942		366
<b>CURRENT ASSETS</b>					
Bank account		114,241		111,917	
Fundraising account		2,206		4,333	
Petty cash		102		26	
			<u>116,549</u>	<u>116,276</u>	
<b>GROSS ASSETS</b>			119,491		116,642
<b>CURRENT LIABILITIES</b>					
Trade creditors		4,662		4,662	
Other creditors		-		-	
Accruals		678		678	
			<u>5,340</u>	<u>5,340</u>	
<b>NET ASSETS</b>			<u><b>£ 114,151</b></u>		<u><b>£ 111,302</b></u>
<b>GENERAL FUND</b>					
Brought forward			111,302		110,649
Surplus for the year			<u>2,849</u>		<u>653</u>
			<u><b>£ 114,151</b></u>		<u><b>£ 111,302</b></u>

**Dicker House Pre-School**  
**Notes to the accounts**  
**Year ended 31 August 2021**

Note

1 Accounting policies

1.1 Basis of preparation

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice, "Accounting and Reporting by Charities" (SORP 2005) issued in March 2005, UK accounting standards and charities Act 2011.

1.2 Incoming resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SOFA. Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

1.3 Resources expended

All expenditure is accounted for on an accruals 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 use of the resources.

1.4 Tangible fixed assets and depreciation

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost over their expected useful economic lives as follows:

Canopy 25% on a reducing balance

2	<u>Fixed Assets</u>		Canopy	Shed	Total
	Cost at	01/09/2020	6,507	-	6,507
	Additions		-	3,558	3,558
	Disposals		-	-	-
	Cost at	31/08/2021	6,507	3,558	10,065
			25% RB	25% RB	25% RB
	Depn at	01/09/2020	6,141	-	6,141
	Charge		92	890	982
	Disposals		-	-	-
	Depn at	31/08/2021	6,233	890	7,123
	NBV at	31/08/2021	274	2,668	2,942
	NBV at	31/08/2020	366	-	366

**Dicker House Pre-School**  
**Notes to the accounts**  
**Year ended 31 August 2021**

Note

3	<u>Fundraising activities</u>			2021	2020
		Income	Expenditure	Net	Net
	Scavenger Hunt			0.00	0.00
	Photos			0.00	0.00
	Quiz Night			0.00	0.00
	Phil the bag			0.00	0.00
	Nearly new sale			0.00	0.00
	Donation scheme			0.00	0.00
	Easy find			0.00	44.00
	Jolly jars			0.00	176.00
	Other	2,069.00		2,069.00	1,586.00
		<u>2,069.00</u>	<u>0.00</u>	<u>2,069.00</u>	<u>1,806.00</u>
4	<u>Fees for examination of the accounts</u>			2021	2020
	Independent examiner's fee			<u>648.00</u>	<u>648.00</u>
5	<u>Staff costs</u>			2021	2020
	Gross salaries			61,483.00	60,268.00
	Employer's national insurance costs			<u>2,948.00</u>	<u>2,948.00</u>
				<u>64,431.00</u>	<u>63,216.00</u>
6	<u>Creditors: amounts falling due within one year</u>			2021	2020
	Trade creditors			4,662.00	4,662.00
	Other creditors			0.00	0.00
	Accruals			<u>678.00</u>	<u>678.00</u>
				<u>5,340.00</u>	<u>5,340.00</u>