

Charity registered number 1036814

Tunstead Pre School

Report and Accounts

31 August 2020

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# **Tunstead Pre School**

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## **Report of the Trustees for the year ended 31<sup>st</sup> August 2020**

### **Reference and administrative information.**

Tunstead Pre School  
Community Centre  
Haworth Drive  
Stacksteads  
OL13 0SA

### **The trustees for the year were:**

Ann Titley  
Jeanette Harris  
Janet Hayhurst

### **Structure governance and management**

The organization is a registered charity operated under the rules of its constitution adopted 20<sup>th</sup> August 2010.

The trustees have the power to appoint/ elect new trustees. During the year, all trustees resigned and were appointed again via mutual agreement.

### **Objectives and activities**

Provision of pre-school education.

### **Public Benefit**

Providing a safe and enjoyable environment for pre-school children.

### **Achievements and performance**

Tunstead Pre-school are registered for 25 children. We are open Monday to Friday, 9:00AM – 3:00PM and have at present, 25 children aged between 2 and 4 years old attending.

We have employed a new member of staff this year, making it 5 in total.

Pre-School closed on the 20<sup>th</sup> March due to COVID-19. All staff were furloughed and we received 23% of government funding to help us to remain financially viable. We opened again in September 2020.

### **Financial Review**

The accounts have been prepared on a going concern basis.

The Statement of Financial Activities set out on page 5 shows how our funds were raised and applied during the year.

This statement separates funds, which the charity itself controls – unrestricted funds, from funds which have to be spent in a manner determined by the donor – restricted funds.

Finances continue to be well controlled as we reinvest all monies in the charity to provide the best care and educational equipment available.

### **Financial statements**

The accounts for the year ended 31<sup>st</sup> August 2020 are appended herewith. There was a net profit for the year of £7,048.

### **Reserves**

The trustees believe the current net asset position is sufficient for the future needs of the organisation. However, these levels are to be reviewed annually.

### **Statement of trustees' responsibilities**

Charity law requires that the trustees 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 surplus or deficit of the company for that period. In preparing those financial statements, the trustees are required to

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are required to act in accordance with the trust deed of the charity, within the framework of trust law. They are responsible for keeping proper accounting records. Such records will both disclose the financial position of the charity at any time with reasonable accuracy and enable the trustees to ensure that the financial statements are prepared by them under section 145 of the Charities Act 2011, and that those statements of accounts comply with the requirements of regulations under that provision. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The financial statements comply with current statutory requirements and the requirements of the governing documents.

### **By order of the board**

**Ann Titley**

**Approved by the Board on 28<sup>th</sup> June 2021**

## **Independent Examiners Report to the Trustees of Tunstead Pre School**

I report on the accounts of the charity for the year ended 31 August 2020

### **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 and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit and is eligible for independent examination, it is my responsibility to:

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

### **Basis of independent examiners' 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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of 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 examiners' statement**

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

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

a. to keep accounting records in accordance with section 130 of the Charities Act; and

b. to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Charities Act have not been met; or

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



**Daniel King (AAT)**

6 The Linney  
Cowpe Road  
Lancashire  
BB4 7EX

**Statement of Financial Activities (including Income & Expenditure Account) for the year ending 31 August 2020**

	Notes	Unrestricted Funds	2020 Restricted Funds	Total Funds	2019 Total Funds
<b>Incoming Resources:</b>					
<b>Incoming Resources from generated funds</b>					
Voluntary income	2	57,041	-	57,041	39,645
Activities for generating funds	3	9,259	-	9,259	13,047
<b>Total incoming resources</b>		66,300	-	66,300	52,692
<b>Resources Expended:</b>					
Charitable activities	4	57,527	-	57,527	55,795
Governance costs	5	1,725	-	1,725	970
<b>Total Resources Expended</b>		59,252	-	59,252	56,765
<b>Net incoming resources (outgoing) resources</b>		7,048	-	7,048	(4,073)
<b>Transfer between funds</b>		-	-	-	-
<b>Surplus/ (deficit) for year</b>		7,048	-	7,048	(4,073)
<b>Total funds brought forward</b>	10	21,172	-	21,172	25,245
<b>Total funds carried forward</b>	10	28,220	-	28,220	21,172

## Tunstead Pre School

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### Balance Sheet

as at 31 August 2020

	Notes	2020 £	2019 £
<b>Fixed assets</b>			
Tangible assets	7	7,029	7,029
<b>Current assets</b>			
Cash at bank and in hand		<u>22,482</u>	<u>15,428</u>
		22,482	15,428
<b>Creditors: amounts falling due within one year</b>	8	<u>(1,291)</u>	<u>(1,285)</u>
<b>Net current assets</b>		21,191	14,413
<b>Total assets less current liabilities</b>		<u>28,220</u>	<u>21,172</u>
<b>Net assets</b>		<u>28,220</u>	<u>21,172</u>
<b>Unrestricted funds</b>			
General Funds	9	<u>28,220</u>	<u>21,172</u>
<b>Total funds</b>		<u>28,220</u>	<u>21,172</u>

Ann Titley  
Trustee

Approved by the board on 28<sup>th</sup> June 2021

## Notes to the Accounts for the year ending 31 August 2020

### 1 Accounting policies

The financial statements have been prepared under the historical cost basis of accounting and comply with the Statement of Recommended Practice.

#### **Funds**

Unrestricted funds are those available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

#### **Income from trading activities**

All income is accounted for on a cash basis.

#### **Resources expended**

All expenditure is accounted for when incurred. Direct charitable expenditure includes the direct costs of the activities and depreciation on related assets.

#### **Fixed Assets**

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Toys and equipment

Not depreciated

### 2 Voluntary income

	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
Donations	57,041	-	-	57,041	39,645
	<u>57,041</u>	<u>-</u>	<u>-</u>	<u>57,041</u>	<u>39,645</u>

### 3 Trading activities income

Fees	9,211	-	-	9,211	12,947
Fundraising	48	-	-	48	100
	<u>9,259</u>	<u>-</u>	<u>-</u>	<u>9,259</u>	<u>13,047</u>

### 4 Resources expended on charitable activities

Rent & rates	4,849	-	-	4,849	4,020
Administrative expenses	3,896	-	-	3,896	2,049
Insurance	516	-	-	516	508
Repairs	1,092	-	-	1,092	(144)
Purchases	2,000	-	-	2,000	3,335
Wages costs	44,613	-	-	44,613	45,941
Sundry	561	-	-	561	86
	<u>57,527</u>	<u>-</u>	<u>-</u>	<u>57,527</u>	<u>55,795</u>



## Tunstead Pre School

	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
<b>5 Governance costs</b>					
Accountancy fees	1,725	-	-	1,725	970
<b>6 Employees</b>					
Staff costs include the following:					
Wages and salaries				44,134	45,714
Pension costs				479	227
				44,613	45,941
<b>7 Tangible fixed assets</b>					
			<b>Equipment</b>		<b>Total</b>
<b>Cost</b>					
1 September 2019			7,029		7,029
Additions			-		-
Disposals			-		-
31 August 2020			7,029		7,029
<b>Depreciation</b>					
1 September 2019			-		-
Charge for the year			-		-
On disposals			-		-
31 August 2020			-		-
<b>Net book value</b>					
31 August 2020			7,029		7,029
31 August 2019			7,029		7,029
<b>8 Creditors: amounts falling due within one year</b>				<b>2020</b>	<b>2019</b>
				£	£
Taxes and social security costs				721	576
Due to pension company				-	9
Accruals				570	700
				1,291	1,285
<b>9 Movement in funds</b>					
	<b>As at 1 September 2019</b>	<b>Incoming Resources</b>	<b>Outgoing Resources</b>	<b>Transfers</b>	<b>As at 31 August 2020</b>
Restricted Funds	-	-	-	-	-
Unrestricted Funds					
General Funds	21,172	66,300	59,252	-	28,220
Total Funds	21,172	66,300	59,252	-	28,220