

MONTROSE PRESCHOOL

England & Wales · Charity number 1037511

Details

Other names	MONTROSE PLAYGROUP
Status	Registered
Legal form	Other
Registered	1994-05-16
Register	View on the Charity Commission register

Contact

Address	19 Lowick Road Harrow Middlesex HA1 1UP
Phone	02083572947
Email	montrosepreschool@yahoo.com
Website	montrosepreschool.co.uk

Activities

Objects: 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

Activities: To provide a happy and effective pre school learning environment for 18 children from the local community.

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- Harrow

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£168,020	£133,710	-	-
2024-08-31	£143,264	£120,319	-	-
2023-08-31	£112,946	£120,667	-	-
2022-08-31	£123,208	£122,247	-	-
2021-08-31	£118,301	£119,602	-	-

Trustees

Name	Role	Appointed
AELWYN TAYLOR	Chair	2014-04-01
Aghileh Djafari Marbini		2024-06-26
Christine Joyce Buttle		2025-05-04
DAVID JOHN FOINETTE		
David Alexander Nixon		2022-05-01
Frances Joy Drummond		2023-03-17
Rebecca Margaret Ryan		2025-03-26
SUSAN MARY ALDRIDGE		2019-03-19
Sailesh Shah		2020-01-21

Accounts

Montrose Pre-school
(Registered charity, number 1037511)
Financial statements
for the year ended 31 August 2025

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**Montrose Pre-school
Trustees' annual report
for the year ended 31 August 2025**

Full name Montrose Pre-school

Registered charity number 1037511

Principal address

Montrose Pre-School, The Methodist Church, Locket Road, Wealdstone, HA3 7ND

Trustees

Aelwyn Taylor, Chair

Elizabeth Allner, until 13/01/25

Joy Drummond

David Nixon

Sailesh Shah

Susan Aldridge

Christine Buttle, from 04/05/25

David Foinette

Rebecca Ryan, from 26/03/25

Aghileh Djafari Marbini

Independent examiner

Eva Stevens, employee of Community Accounting Plus, Units 1 & 2 North West, 41 Talbot Street, Nottingham, NG1 5GL

Governance and management

The charity is operated under the rules of its constitution adopted 20 April 1994 and most recently amended 27 March 2010.

Trustees have been recruited from the parents of children attending the Pre-School; from among the members of Wealdstone Methodist Church, in whose premises the Pre-School operates; and others in the local community with relevant skills.

All Trustees and staff are subject to enhanced Disclosure and Barring Service (DBS) checks, and expected to enrol on the DBS Update service.

Objectives and activities

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.

Public benefit statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

Montrose Pre-school

Summary of the main activities undertaken for the public benefit

The Trustees believe that they are meeting their obligation to assist the wider community by the Pre-School promoting and fostering working partnerships with children's parents or carers; ensuring equal opportunities for all; and including those from disadvantaged backgrounds, or having special educational needs.

Summary of the main achievements during the period

Autumn Term began on a busy note with a number of children staying on and new ones starting. By half term our numbers were over thirty on the register covering both the morning and afternoon sessions. This gave boost to the team and helped to improve our financial situation. We had a number of children on our SEN register. These children had many difficulties with language development but there were a few with more complex needs. The team rallied together and put plans in place for these children. This included working in partnership with other agencies and with their families. Support plans were put in place to help improve outcomes for these children.

The term began with a full staff team which added to the well-being of the team. As there were so many children the staff did have a heavy workload which included being a key person to at least eight children. This involved lots of written work, including observations, report writing and planning. Unfortunately, one member of staff struggled with this and gave in her notice. She left at the beginning of December which left the team depleted again. Fortunately, we were able to recruit a volunteer assistant, and this helped greatly with the daily supervision of the children.

Early in the autumn term, a member of staff announced that she was expecting a baby. Her baby was due at the end of February, so she was due to go on maternity leave at the beginning of that month. We had to advertise quickly to have someone in post by then. A decision was made by the committee and staff that along with employing someone for maternity cover, we would also employ our volunteer on a contract with a view to her completing her Level 2 Early Years qualification.

A new member staff employed to cover maternity leave, and began in January. Our volunteer staff member was successful at her interview and began working three days a week. She has now registered with a training agency and is about to commence her training for Level 2. The team is once again in a secure position with both the new staff having settled in nicely and are great assets to the team.

The Pre-school also received a generous contribution of money from the church. This was used to extend the size of the existing cover in the garden to form shade and rain protection. This work was completed in the autumn term and to a very high standard leaving us with double protection in all weathers. The children have enjoyed playing outdoors in the winter, and also in the summer months being shielded from the heat. We are extremely thankful to the church for thinking of us and for the generous donation.

Montrose Pre-school

Financial review

The trustees are pleased to report that in the year just ended, a substantial cash balance was available at the end of the year. This was largely due to an increase in the levels of local authority grants and the fact that almost all the Pre-School places were filled all year. In addition, some of the pupils were identified as having special educational needs, which raised additional grant income but also generated an increased workload. Many children also qualified for the pupil premium which supports disadvantaged youngsters. Both the staff and the committee held successful fund-raising events during the year. After some difficult years, it is pleasing to state that it has been possible to pay the bills, increase staff pay and to increase the cash resources that the Pre-School needs for its long term future.

The charity's policy on reserves

To achieve a reserve balance at any given time, equal to six months running expenses, plus the amount equal to the staff entitlement to Statutory Redundancy, plus an estimate of the costs of the removal of the equipment outdoors, which is kept in the open passage behind the church hall, and which we are bound under our agreement to remove in the event of the Pre-School ceasing to use the premises.

Risks

The Trustees recognise six areas of risk to their operation.

Firstly, there is the financial risk. As most of the children attending the Pre-School are on funded places, the charity is almost completely dependent upon grants from the local authority for its operation. If the rate per student were to be reduced, or the rates not raised in line with inflation, the charity would face a crisis. Also changes made to the cost of employing staff, such as the increases in the minimum wage or National Insurance contributions could pose a challenge to the Pre-School. It is unlikely that a sufficient number of parents paying the full cost per child could be found, and even if the number were found, this would conflict with the objective to meet special and social needs in the local community.

Second, the Pre-School has competition for pupils from other pre-schools in the area, and also schools with nursery classes. If the full complement of morning and afternoon places were not to be filled, the viability of the Pre-School would be seriously affected.

Third, the Pre-School occupies the premises under an annual licence from Wealdstone Methodist Church. It would be possible, if the Church required the premises for other uses, for it to give three months' notice to end the licence. In view of the links between the Church and the Pre-School, the Trustees feel that this eventuality is unlikely.

Montrose Pre-school

Fourth, the risk to governance as it is increasingly difficult to recruit volunteers from the parent group, the community or the church to become Trustees of the charity, especially those with expertise such as that required by a Treasurer.

Fifth, the need to ensure that staffing ratios are maintained at all times. Montrose Pre-School is very fortunate in having a loyal, hardworking team of staff, but the difficulty of recruiting appropriately qualified practitioners is a continuing problem.

Sixth, if the curriculum standards expected by Ofsted were not met at inspection that could lead to special measures being implemented, cause reputational damage and might ultimately lead to closure. (In November 2023 the Ofsted inspection rated the Montrose Pre-School as Good).

Signed on behalf of the charity's trustees:

Signed A. T. Taylor
Aelwyn Taylor, Trustee

Date 26/11/2025

**Independent examiner's report to the trustees of
Montrose Pre-school
for the year ended 31 August 2025**

I report to the trustees on my examination of the accounts of Montrose Pre-school (the charity) for the year ended 31 August 2025.

Responsibilities and basis of report

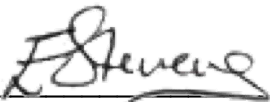
As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination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

Independent examiner's statement

I have completed my examination. I confirm that no 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.

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  Date 27/11/2025
Eva Stevens BSc, CPFA
Employee of Community Accounting Plus

Montrose Pre-school
Receipts & payments account
for the year ended 31 August 2025

2024			2025
£		Note	£
	Receipts		
126003	Grants & donations	2	158885
8431	Sales & fees		3427
4001	Bank interest		5708
<u>138435</u>	Total receipts		<u>168020</u>
	Payments		
98096	Wages, NI & pension		112501
1621	Payroll service		1606
235	Training & conference		1370
484	Legal & professional fees		478
-	Recruitment		150
6600	Rent & room hire		6900
1703	General office expense		735
674	Insurance		823
1089	Telephone, internet & postage		918
1576	Printing & stationery		961
569	Publications & subscriptions		171
853	Equipment		5413
1012	Cost of lunches		1316
511	Sundry payments		368
<u>115023</u>	Total payments		<u>133710</u>
23412	Net receipts/(payments)		34310
<u>70138</u>	Cash funds at start of this period		<u>93550</u>
<u>93550</u>	Cash funds at end of this period		<u>127860</u>

**Montrose Pre-school
Statement of assets and liabilities
at 31 August 2025**

2024			2025
£		Note	£
	Cash assets		
93299	Bank accounts		127406
251	Cash in hand		454
<u>93550</u>			<u>127860</u>
	Other monetary assets		
-	Prepayment- Insurance		480
<u>-</u>			<u>480</u>
	Assets retained for the charity's own use		
	General equipment.		
	Liabilities		
(946)	Creditors	3	(1250)
<u>(946)</u>			<u>(1250)</u>

These financial statements are accepted on behalf of the charity by:

Signed A. Taylor Date 26/11/2025
Aelwyn Taylor, Trustee

Montrose Pre-school
Notes to the accounts
for the year ended 31 August 2025

1. Receipts & payments accounts

Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period. Usually, cash received and cash spent will include transactions through bank accounts and cash in hand.

2. Grants & donations

	£
The London Borough of Harrow	148883
Inclusion funding	9150
General donations	852
	<u>158885</u>

3. Creditors

	£
Independent Examination fee	696
Tax and National Insurance	554
	<u>1250</u>

4. Trustees' remuneration

Trustees received no expenses, remuneration or benefits in this period.

5. Related party transactions

There were no related party transactions during the period.

6. Glossary of terms

Creditors: These are amounts owed by the charity, but not paid during the accounting period.

Prepayments: These are services that the charity has paid for in advance, but not used during the accounting period.

MONTROSE PRESCHOOL

England & Wales - Charity number 1037511

Accounts

MONTROSE PRE-SCHOOL

REPORT AND ACCOUNTS

FOR THE YEAR ENDED

31st AUGUST 2024

Montrose Pre-School,
The Methodist Church,
Locket Road,
Wealdstone,
HA3 7ND

Telephone 020 8863 5800

Mobile 07940 439 255

Website www.montrosepreschool.co.uk

email: montrosepreschool@yahoo.com

Registered Charity Number 1037511

Early Years Alliance Member 8986

Ofsted Registration 509061

MONTROSE PRE-SCHOOL

OFFICERS DURING THE YEAR ENDED 31 AUGUST 2024

TRUSTEES

Chair : Aelwyn Taylor (From 1.4.14)
Susan Aldridge (From 19.3.19)
Elizabeth Allner (From 29.1.19)
Joy Drummond (From 17.3.23)
David Foinette (From 12.3.11)
Aghileh Djafari Marbini (From 26.6.24)
David Nixon (From 1.5.22)
Sailesh Shah (From 21.1.19)

STAFF

Claire O'Driscoll : Manager
Julie Curd : Deputy Manager
Katie Chambers
Nina Comben
Sora Shwayish
Alessia D'Aversa

JOINT TREASURERS

David Foinette (To 31.8.24)
Sailesh Shah (To 31.8.24)

BANKERS

Barclays Bank plc,

INDEPENDENT EXAMINER

Matthew Upton CA

CONSTITUTION

The Early Years Alliance,
Pre-school Constitution 2008

TRUSTEES REPORT FOR THE YEAR ENDING 31st AUGUST 2024

The Charity and Trustees

Montrose Pre-School is an independent unincorporated charity reporting to the Charity Commission and OFSTED (Office for Standards in Education) and is a member of the Early Years Alliance, an organisation promoting good practice among all types of child carers, including Pre-Schools. Montrose Pre-School is governed by the Board of Trustees, with day to day responsibility undertaken by the Pre-School's Manager. Historically, Trustees have been recruited from the parents of children attending the Pre-School; from among the members of Wealdstone Methodist Church, in whose premises the Pre-School operates; and others in the local community with relevant skills. Its constitution is the Early Years Alliance Constitution 2008.

Aims and Objectives

The Pre-School aims to provide a happy, safe, and effective learning environment for children from the local community. The size of the premises restricts the number of children at any one time to 18, so the fact that both morning and afternoon sessions operate five days a week, significantly increases the number of children who can be offered places. The Trustees believe that they are meeting their obligation to assist the wider community by the Pre-School promoting and fostering working partnerships with children's parents or carers; ensuring equal opportunities for all; and including those from disadvantaged backgrounds, or having special educational needs. The Trustees have paid due regard to the guidance issued by the Charity Commission on public benefit.

Safeguarding, Equality and Recruitment

All Trustees and staff are subject to enhanced Disclosure and Barring Service (DBS) checks, and expected to enrol on the DBS Updates service. Where a person has not had the relevant DBS check, (for example a parent wishing to assist at a session on a one off basis), they are accompanied at all times by a staff member.

It goes without saying that there is no bar to any Trustee, staff member, parent or pupil attending the Pre-School on the grounds of race, religion, gender, sexual orientation, or disability.

Parents may apply for their child's place at any time, and need to show that either they qualify for assistance from the local authority, or can fund the sessions themselves.

Pay Policy and Equality

Staff during their probationary period are paid at the rate of the Living Wage. Upon concluding their probation the pay is increased when possible, depending on the grade and responsibility of the post. This applies equally to male and female staff.

Trustee Responsibilities

The Trustees accept that they must act strictly in accordance with the charity's constitution; act only in the charity's interests; take a long term view of the charity's operations; not to derive any personal gains from the charity; and to seek professional advice on matters which they are not competent to administer.

Trustees Report for the Year Ending 31st August 2023 Continued

Trustee Responsibilities Continued

The Trustees are responsible for preparing the annual report and financial statements. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to ensure that financial statements comply with relevant legislation. The Trustees are also responsible for taking reasonable steps for the prevention and detection of fraud and any other irregularities.

Risks

The Trustees recognise six areas of risk to their operation.

Firstly, the charity is almost completely dependent upon grants from the local authority for its operation. If the rate per student were to be reduced, or the rates not raised in line with inflation, the charity would face an acute crisis. It is unlikely that a sufficient number of parents paying the full cost per child could be found, and even if the number were found, this would conflict with the objective to meet special and social needs in the local community.

Second, the Pre-School has competition for pupils from other pre-schools in the area, and also schools with nursery classes. If the full complement of morning and afternoon places were not to be filled, the viability of the Pre-School would be seriously affected.

Third, the Pre-School occupies the premises under an annual licence from Wealdstone Methodist Church. It would be possible, if the Church required the premises for other uses, for it to give three months notice to end the licence. In view of the links between the Church and the Pre-School, the Trustees feel that this eventuality is unlikely.

Fourth, the risk to governance as it is increasingly difficult to recruit volunteers from the parent group, the community or the church to become Trustees of the charity, especially those with expertise such as that required by a Treasurer.

Fifth, the need to ensure that staffing ratios are maintained at all times. Montrose Pre-School is very fortunate in having a loyal, hardworking team of staff, but this year has demonstrated the difficulty of recruiting appropriately qualified practitioners as an advertised part-time vacancy could not be permanently filled for a term and a half.

Sixth, if the curriculum standards expected by Ofsted were not met at inspection, that could lead to special measures being implemented, cause reputational damage and might ultimately lead to closure. (In November 2023 the Ofsted inspection Rated the Montrose Pre-School as Good).

Reserves and Financial Result

The trustees are pleased to report that in the year being reported, a surplus of £22,946 was made. This was due to some vigorous fund-raising activity by both management Committee and Staff; an increase in the levels of local authority grants, especially for two year old pupils and careful budgeting. In addition, a larger number of pupils needing extra support were enrolled, which also raised grant income, but generated an increased work load. This is the first time for several years that a surplus has been made, increasing the reserves towards the target level that the Pre-School needs for its long term future.

Aelwyn Taylor (Chair of Trustees)

MANAGER'S REPORT FOR THE YEAR ENDING 31st AUGUST 2024

September 2023 brought changes to the Pre-School. The Manager returned from sick leave and a staff member resigned to make a new career choice. This meant that the setting would need to recruit. The post was advertised and we awaited applications, but with no response. As usual the team rallied and where necessary coped by working flexibly to cover sessions.. (Ratios were always adhered to).

New opening and closing times were introduced in September. As a way of trying to raise extra funds, the setting was now offering a breakfast club from 8am to 9am and an extra 45 minutes to an hour in the afternoon. This was designed to help any working parents and three to five families took up the offer. We started the term with 26 children on roll and the numbers increased gradually over the months. Another change was that children were now wearing a uniform which they bought from us. The staff were also wearing a new pink polo shirt, and all of this was seen as a way of advertising the setting. Daily Instagram posts showcased the variety of activities on offer and showed pictures of the stimulating environment the children were experiencing as part of the curriculum.

The new Eylog, (a digital system that the staff could use for observations and creating learning journeys for the children) was introduced in May, but came into its own in September 2023. As well as recording progress, it is also used as a means of communicating with parents or carers and sharing the children's progress reports and photographs of activities that they took part in. This has proved to be highly effective and has helped staff to reduce some of the endless paperwork. Parents have also fed back that they feel they are having that daily connection and being part of their child's journey.

The dreaded call that we had been expecting from Ofsted happened on the ninth of November and the inspection happened on the tenth of November. Fortunately it went very well and we got our "Good" outcome. The inspector was very impressed with the setting and gave positive feedback both on the quality of the environment and the professionalism of the staff. Her parting words were "If I had a grandchild, I would love them to come to this setting".

Spring term began on a busy note, with lots for the staff to deal with. Numbers increased as did the workload. Eventually by the end of February we had a new member of staff in post, who could work for sixteen hours per week. This helped immensely with the workload and freed up the staff to do some observations on their key children and also to take the children on outings in the local community, such as to the library or park.

Summer term again started on a very busy note. All places were filled and when children moved on, they were quickly replaced. Adding to that, the rate of funding per child increased and this helped with the Pre-School ending the year in a much better financial state than when we started.

Claire O'Driscoll

MONTROSE PRE-SCHOOL
ACCOUNTS TO 31st AUGUST 2024
STATEMENT OF FINANCIAL ACTIVITIES

	2023/24			2022/23
	Total Funds	Inclusion Funds	Total Funds	Total Funds
INCOMING RESOURCES	£	£	£	£
London Borough of Harrow	112,011	-	112,011	92,496
Inclusion Funding	-	12,200	12,200	4,900
Fees	5,990	-	5,990	3,035
Employment Allowance	5,199	-	5,199	5,289
Interest Received Deposit Fund	4,001	-	4,001	2,130
Money for Lunches	1,215	-	1,215	1,085
Money-raising Events	1,422	-	1,422	1,111
Sale of Uniforms	1,226	-	1,226	-
Apprentice Grants	-	-	-	2,000
Total Incoming Resources	131,064	12,200	143,264	112,046
RESOURCES EXPENDED				
Staff Costs	£	£	£	£
Salaries	81,843	11,730	93,573	96,947
National Insurance	6,911	-	6,911	5,937
Pension Contributions	2,715	-	2,715	2,425
Emergency Cover	-	-	-	317
Training	235	-	235	170
Total Staff Costs	91,704	11,730	103,434	105,796
Administration Costs	£	£	£	£
Rent	6,600	-	6,600	6,300
Landline, Broadband & Mobile Phone	1,054	-	1,054	1,160
Printing & Stationery	1,576	-	1,576	1,367
Insurance	674	-	674	642
Computerised Payroll	1,621	-	1,621	1,442
Quickbooks	403	-	403	324
Registration and E.Y.A Membership	116	-	116	112
CAplus	384	-	384	-
eyLog	383	-	383	390
Costco	94	-	94	94
OFSTED Membership	50	-	50	50
Data Protection	35	-	35	35
Independent Examination	100	-	100	100
Sundries	511	-	511	552
Total Administration Costs	13,601	-	13,601	12,568
Activities	£	£	£	£
Cost of Lunches	1,012	-	1,012	983
Stores/Supplies/Toys/Educational	853	-	853	426
Cost of Uniforms	829	-	829	-
Total Activity Costs	2,694	-	2,694	1,409
Depreciation of Play Area equipment	590	-	590	894
Total Provisions	590	-	590	894
Total Resources Expended	108,589	11,730	120,319	120,667
Net Incoming (Outgoing) Resources	22,475	470	22,945	-8,621
Balances Brought Forward at 1st September	72,512	-	72,512	81,133
Balances Carried Forward at 31st August 2024	94,987	470	95,457	72,512

MONTROSE PRE-SCHOOL

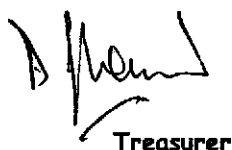
BALANCE SHEET AS AT 31st AUGUST 2024

	2023/24 Total Funds	Restricted Funds	Total Funds	2022/23 Total Funds
	£	£	£	£
CURRENT ASSETS				
Fixed Assets				
Outdoor Equipment at Cost	9,811	-	9,811	9,811
Less Depreciation	8,611	-	8,611	8,021
Net Fixed Assets (Note 8)	1,200	-	1,200	1,790
Cash				
In Hand	251	-	251	205
Current Account : Barclays Bank	1,280	-	1,280	4,881
Affirmative Deposit Fund	91,549	470	92,019	65,052
Total Cash (Note 9)	93,080	470	93,550	70,138
Debtors				
Sundry Debtors (Note 10)	-	-	-	370
Uniform Stocks (Note 11)	1,653	-	1,653	1,256
Total Debtors	1,653	-	1,653	1,626
Total Current Assets	95,933	470	96,403	73,554
Less: Current Liabilities				
Inland Revenue	846	-	846	942
NEST	-	-	-	-
Independent Examiner (Note 12)	100	-	100	100
Sundry Creditors	-	-	-	-
Provision for Future Costs	-	-	-	-
Total Current Liabilities (Note 13)	946	-	946	1,042
Net Assets Equal to Funds	94,987	470	95,457	72,512

These Accounts were approved by the Trustees at their meeting on

13th May 2025

Signed:


Treasurer

MONTROSE PRE-SCHOOL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024

1. Accounting Standard

The Financial Statements have been prepared in accordance with *Accounting and Reporting by Charities : Statement of Recommended Practice (SORP 2019)*, the *Financial Reporting Standard FRS102*, and *Charities Reporting Regulations SI 321*.

2 Public Benefit Entity

Montrose Pre-School meets the definition of a public benefit entity under FRS102. Assets and Liabilities are recognised at historical cost.

3. Basis

These accounts have been prepared on the basis of historical cost. Accruals basis has been used.

4. Content

The financial information presented is relevant, reliable, and complete. The accounts are expressed in Pounds Sterling, rounded to the nearest pound.

5. Going Concern

Based on the monetary and human resources available at 31 August 2024, the trustees believe that the Pre-School is a going concern.

6. Income Recognition

Income is brought into the accounts when it is more likely than not that the economic benefit will be forthcoming. The value of volunteer help is not recognised. If items are donated, the value will be shown in the notes to the accounts if the value is considered material.

7. Expenditure and VAT

Liabilities are recognised as soon as there is a legal or constructive obligation committing the Pre-School to pay out resources. The Pre-School is not VAT registered. All input VAT is charged with the expense to which it relates.

8. Fixed Assets

The Pre-School owns no land or buildings. Outdoor Equipment has been capitalised, and is depreciated at 33% per annum on the reducing balance as it is stored outside without cover. Other equipment assets have not been capitalised as no one item is worth more than £500. (2023-£500.)

Fixed Asset additions in the year were £Nil (2023-£Nil). The cost value of Fixed Assets as at 31st August was £9,811 (2023-£9,811). The depreciation charge in the year was £590 (2023-£894). As a result, cumulative depreciation as at 31st August 2024 was £8,611 (2023-£8,021). The Net Book Value of Fixed Assets as at 31st August 2024 was therefore £1,200 (2023-£1,790).

9. Bank and Cash

The liquid funds of bank and deposit fund balances are shown at their realisable value.

10. Debtors

Debtors are stated at the amount owed to the Pre-School £Nil, (2023- £370).

11. Stocks

Uniforms were used from 1st September 2023 for the first time. Parents will meet the cost. Stocks have been ordered to be ready for the new term. £1,653 (2023 £1,256).

12. Fee for Examination of the Accounts

The fee for reporting on the accounts is £100. (2023 £100).

13. Payables

Sundry Creditors are recognised at settlement amount after discount, or accrued. 2024 £Nil. (2023- £Nil).

14. Trustees

None of the Trustees or persons connected with them received any remuneration or other benefits from the Pre-School as a result of their office during the year.

15. Restricted Funds

From time to time monies are received for strictly specific use. The related receipts and payments are recorded in a separate column of the SOFA. The amount received during the year for Restricted Activity was £12,200. (2023- £4,900).

16. Staff

Five staff were employed for the 32 weeks of the school year plus holiday weeks, and six staff for seven weeks, three on a part-time basis. (2022 - 2023 Six staff were employed for the 39 weeks of the school year plus holiday weeks, three staff were employed on a part time basis).

17. Leave

The school year is 195 working days and 28 days of paid leave. The remaining part of the year is unpaid leave. Part time staff receive 28 days of pay at a proportion of full time pay that reflects their part-time status.

18. Pensions

The Pre-School is a member of the National Employment Savings Trust (NEST). This is a defined contributions scheme. Eligible staff are automatically enrolled into the scheme; other staff may join voluntarily. Current rates of contribution are staff 5% and employer 3%.

Notes to the Accounts for the Year Ended 31st August 2024 Continued

19 Training

Staff are encouraged to undertake in work training, and are paid to attend approved courses.

20. Wages and Associated Costs	2023-24	2022-23
	£	£
Gross Pay	93,573	96,947
Employers National Insurance Contributions	6,911	5,937
Employment Allowance	5,199	5,289
Net National Insurance	----- 1,712 -----	648
Employers Pension Contributions to NEST	2,715	2,425
	-----	-----
Net Cost of Wages and Associated Costs	98,000	100,020
	=====	=====
Average weekly contractual hours for staff	29.25 hours	30.21 Hours
	=====	=====

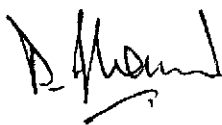
21. Reserves Policy

It has always been the policy to create a reserve equal to six months running costs, first achieved in the year 2014-2015, plus an element equal to the statutory redundancy pay entitlement of staff members in post at the date of the year end. In addition, the Pre-School is contracted to remove outdoor equipment. should the premises at the church cease to be used.

	2023-24	2022-23
	£	£
Six months running expenses	60,159	60,233
Redundancy for staff	30,766	27,826
Delapidations	2,450	2,350
	-----	-----
Target Reserve	93,375	90,409
Reserve Funds	95,457	72,512
	-----	-----
Surplus (-Shortfall)	2,082	-17,897
	=====	=====

22. Treasurer's Declaration

I confirm that these accounts have been prepared from the records of the Montrose Pre-School and that they include all funds under the control of the Pre-School Trustees.



David Foinette

10/5/2025

Date

MONTROSE PRE SCHOOL

INDEPENDENT EXAMINERS UNQUALIFIED REPORT

Independent Examiner's Report to the Trustees of Montrose Pre School.

I report on the accounts of the Montrose Pre School, Charity Number 1037511, for the year ended 31 August 2024 which are set out on the accompanying pages 5 to 9

Responsibilities and Basis of Report.

As the preschool'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 pre-school 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.

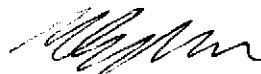
Independent Examiner's Statement.

I have completed my examination. I confirm that no material matters have come to my attention in connection with my examination, which gives me reasonable 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
- comply with the applicable requirements concerning the form and the 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:



Date: 10/5/2025

Matthew Upton CA,
40 The Avenue,
Watford,
Hertfordshire,,
WD17 4NS

Accounts

MONTROSE PRE-SCHOOL

REPORT AND ACCOUNTS

FOR THE YEAR ENDED

31st AUGUST 2023

Montrose Pre-School,
The Methodist Church,
Locket Road,
Wealdstone,
HA3 7ND

Telephone 020 8863 5800

Mobile 07940 439 255

Website www.montrosepreschool.co.uk

email: montrosepreschool@yahoo.com

Registered Charity Number 1037511

Early Years Alliance Member 8986

Ofsted Registration 509061

MONTROSE PRE-SCHOOL

OFFICERS DURING THE YEAR ENDED 31 AUGUST 2023

TRUSTEES

Chair : Aelwyn Taylor (From 1.4.14)
Susan Aldridge (From 19.3.19)
Elizabeth Allner (From 29.1.19)
Joy Drummond (From 17.3.23)
David Foinette (From 12.3.11)
Christine Messenger (From 9.2.16 to 31.12.22)
David Nixon (From 1.5.22)
Anne O'Keefe (From 10.3.22 to 21.3.23)
Sailesh Shah (From 21.1.19)

STAFF

Claire O'Driscoll : Manager
Julie Curd : Deputy Manager
Katie Chambers
Nina Comben
Jack Curd (to 31.8.23)
Sora Shwayish (to 31.8.23)

JOINT TREASURERS

David Foinette
Sailesh Shah

BANKERS

Barclays Bank plc,

INDEPENDENT EXAMINER

Matthew Upton

CONSTITUTION

The Early Years Alliance,
Pre-school Constitution 2008

TRUSTEES REPORT FOR THE YEAR ENDING 31st AUGUST 2023

The Charity and Trustees

Montrose Pre-School is an independent unincorporated charity reporting to the Charity Commission and OFSTED (Office for Standards in Education) and is a member of the Early Years Alliance, an organisation promoting good practice among all types of child carers, including Pre-Schools. Montrose Pre-School is governed by the Board of Trustees, with day to day responsibility undertaken by the Pre-School's Manager. Historically, Trustees have been recruited from the parents of children attending the Pre-School; from among the members of Wealdstone Methodist Church, in whose premises the Pre-School operates; and others in the local community with relevant skills. Its constitution is the Early Years Alliance Constitution 2008.

Aims and Objectives

The Pre-School aims to provide a happy, safe, and effective learning environment for children from the local community. The size of the premises restricts the number of children at any one time to 18, so the fact that both morning and afternoon sessions operate five days a week, significantly increases the number of children who can be offered places. The Trustees believe that they are meeting their obligation to assist the wider community by the Pre-School promoting and fostering working partnerships with children's parents or carers; ensuring equal opportunities for all; and including those from disadvantaged backgrounds, or having special needs. The Trustees have paid due regard to the guidance issued by the Charity Commission on public benefit.

Safeguarding, Equality and Recruitment

All Trustees and staff are subject to enhanced Disclosure and Barring Service (DBS) checks. Where a person has not had the relevant DBS check, (for example a parent wishing to assist at a session on a one off basis), they are accompanied at all times by a staff member.

It goes without saying that there is no bar to any Trustee, staff member, parent or pupil attending the Pre-School on the grounds of race, religion, gender, sexual orientation, or disability.

Parents may apply for their child's place at any time, and need to show that either they qualify for assistance from the local authority, or can fund the sessions themselves.

Pay Policy and Equality

Staff during their probationary period are paid at the rate of the Living Wage. Upon concluding their probation the pay is increased depending on the grade and responsibility of the post. This applies equally to male and female staff.

Trustee Responsibilities

The Trustees accept that they must act strictly in accordance with the charity's constitution; act only in the charity's interests; take a long term view of the charity's operations; not to derive any personal gains from the charity; and to seek professional advice on matters which they are not competent to administer.

Trustees Report for the Year Ending 31st August 2023 Continued

Trustee Responsibilities Continued

The Trustees are responsible for preparing the annual report and financial statements. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to ensure that financial statements comply with relevant legislation. The Trustees are also responsible for taking reasonable steps for the prevention and detection of fraud and any other irregularities.

Risks

The Trustees recognise five areas of risk to their operation.

Firstly, the charity is almost completely dependent upon grants from the local authority for its operation. If the rate per student were to be reduced, or the rates not raised in line with inflation, the charity would face an acute crisis. It is unlikely that a sufficient number of parents paying the full cost per child could be found, and even if the number were found, this would conflict with the objective to meet special and social needs in the local community.

Second, the Pre-School has competition for pupils from other pre-schools in the area, and also schools with nursery classes. If the full compliment of morning and afternoon places were not to be filled, the viability of the Pre-School would be seriously affected.

Third, the Pre-School occupies the premises under an annual licence from Wealdstone Methodist Church. It would be possible, if the Church required the premises for other uses, for it to give three months notice to end the licence. In view of the links between the Church and the Pre-School, the Trustees feel that this eventuality is unlikely.

Fourth, the risk to governance as it is increasingly difficult to recruit volunteers from the parent group, the community or the church to become Trustees of the charity, especially those with expertise such as that required by a Treasurer.

Fifth, the need to ensure that staffing ratios are maintained at all times. Montrose Pre-School is very fortunate in having a stable and loyal, hardworking team of staff, but if a vacancy were to occur for any reason, there is a risk of being unable to fill it satisfactorily because of a skills shortage in the sector and the financial constraints already identified.

Reserves and Financial Result

The Trustees regret to report that in the year just ended, and despite every effort by the staff and the committee, the Pre-School has recorded a shortfall of £8,621. This disappointingly left the accounts £17,897 short of the reserve target that has been set (See Note 21). Outgoings have been increased by the continuing effects of the Covid pandemic and inflation affecting the running costs while the amount of grant received for each child attending the Pre-School has not grown significantly. The number of children that can be enrolled is limited by the size of the premises which also affects the ability to cover costs. The trustees will carefully monitor these ongoing financial challenges in the coming year.

Aelwyn Taylor (Chair of Trustees)

MANAGER'S REPORT FOR THE YEAR ENDING 31st AUGUST 2023

The Autumn term began on a positive note with 25 children on our register. This was across both the morning and afternoon sessions. Unfortunately, due to the present economic and housing crisis, some of our families moved out of the area and as a result our numbers of children fluctuated over the Autumn term. We did manage to maintain a reasonable number of children, but we soon realised that we were struggling financially.

The team rallied and began to think of ways that we could raise much needed funds. One of the ideas was to have a family fun day, where our families could become involved and be part of the journey. We managed to secure a sponsorship from a local company which enabled us to hire a bouncy castle for the day and they also supplied us with some excellent prizes such as premiership football tickets for both Chelsea and Manchester United home games. We had a good day with much needed involvement from our families and we managed to raise over £600. Our Pre-school committee members also held coffee mornings for us and raised much needed funds, which we are thankful for.

We also saw the need to publicise our Pre-school more and some committee members managed to get us on social media so that we were easily found when doing a Google search. This led to some good reviews from both past and present families using the Pre-school. We also updated our Website and Facebook pages, and we are now on Instagram.

Spring Term began on a positive note with Jack (our apprentice) completing Level 2 and getting a distinction. He then began Level 3 in the second half of the spring term. He now attends college every Friday and works for the other four days. Sadly for us, Jack decided on a career change, and left us at the end of August.

Unfortunately, the Spring Term also brought some bad news, which was the return of my cancer. This meant that yet again I would have to take time off and yet again it involved surgery and another chemotherapy treatment plan. Luckily that is now behind me, and I have recently had the all clear. The consequence of my absence meant that Julie had to take on the management role yet again and staff who had left agreed to return to cover where necessary. Staff worked tirelessly as the numbers started to increase and the workload became heavier. I continued to work from home as I was not allowed to return due to my delicate immune system.

Summer Term brought better news with the numbers increasing to almost full. The staff also signed up to a new portal system called Elog. This enabled them to log children's progress on a portal system which could be shared with parents online and they could become engaged by adding their comments and views. It automatically tracks the individual child's progress so in some ways is cutting down some of the workload for staff.

Summer term also brought much needed fun time with the celebration of the Coronation. The children enjoyed doing art activities to do with the royal family and were happy to celebrate with a tea party which included lots of food and fun activities with party games and music.

The term ended with a picnic in the park for all the families and staff.

Claire O'Driscoll

MONTROSE PRE-SCHOOL

ACCOUNTS TO 31st AUGUST 2023

STATEMENT OF FINANCIAL ACTIVITIES

	2022/23			2021/22
	General Funds	Inclusion Funds	Total Funds	Total Funds
INCOMING RESOURCES	£	£	£	£
London Borough of Harrow	92,496	-	92,496	98,668
Inclusion Funding	-	4,900	4,900	10,000
SEN Block Grant	-	-	-	4,292
Fees	3,035	-	3,035	2,350
Employment Allowance	5,289	-	5,289	3,816
Interest Received Deposit Fund	2,130	-	2,130	183
Money for Lunches	1,085	-	1,085	860
Money-raising Events	1,111	-	1,111	1,039
Apprentice Grants	-	2,000	2,000	2,000
Total Incoming Resources	105,146	6,900	112,046	123,208
RESOURCES EXPENDED				
Staff Costs	£	£	£	£
Wages	87,201	9,746	96,947	96,236
National Insurance	5,937	-	5,937	5,562
Pension Contributions	2,425	-	2,425	2,509
Emergency Cover	317	-	317	-
Training	170	-	170	473
Total Staff Costs	96,050	9,746	105,796	104,780
Administration Costs	£	£	£	£
Rent	6,300	-	6,300	6,300
Landline, Broadband & Mobile Phone	1,160	-	1,160	948
Printing & Stationery	1,367	-	1,367	1,136
Insurance	642	-	642	627
Computerised Payroll	1,442	-	1,442	1,333
Quickbooks	324	-	324	302
Registration and E.Y.A Membership	112	-	112	106
eyLog	390	-	390	-
Costco	94	-	94	94
OFSTED Membership	50	-	50	50
Data Protection	35	-	35	35
Independent Examination	100	-	100	100
Sundries	552	-	552	410
Total Administration Costs	12,568	-	12,568	11,441
Activities	£	£	£	£
Cost of Lunches	983	-	983	794
Stores/Supplies/Toys/Educational	426	-	426	991
SEN Inclusion Costs	-	-	-	2,899
Total Activity Costs	1,409	-	1,409	4,684
Depreciation of Play Area equipment	894	-	894	1,342
Total Resources Expended	110,921	9,746	120,667	122,247
Net (-Outgoing) Incoming Resources	-5,775	-2,846	-8,621	961
Transfer Between Funds	-2,052	2,052	-	-
Balances Brought Forward at 1st September 2022	80,339	794	81,133	80,172
Balances Carried Forward at 31st August 2023	72,512	-	72,512	81,133

MONTROSE PRE-SCHOOL

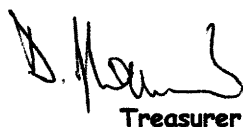
BALANCE SHEET AS AT 31st AUGUST 2023

		General Funds	2022/23 Restricted Funds	Total Funds	2021/22 Total Funds
		£	£	£	£
CURRENT ASSETS					
Fixed Assets					
Outdoor Equipment at Cost		9,811	-	9,811	9,811
Less Depreciation		8,021	-	8,021	7,127
Net Fixed Assets	(Note 8)	1,790	-	1,790	2,684
Cash					
In Hand		205	-	205	231
Current Account : Barclays Bank		4,881	-	4,881	9,874
Affirmative Deposit Fund		65,052	-	65,052	67,245
Total Cash	(Note 9)	70,138	-	70,138	77,350
Debtors					
Sundry Debtors	(Note 10)	370	-	370	1,927
Uniform Stocks	(Note 11)	1,256	-	1,256	-
Total Debtors		1,626	-	1,626	1,927
Total Current Assets		73,554	-	73,554	81,961
Less: Current Liabilities					
Inland Revenue		942	-	942	728
NEST		-	-	-	-
Independent Examiner	(Note 12)	100	-	100	100
Sundry Creditors		-	-	-	-
Total Current Liabilities	(Note 13)	1,042	-	1,042	828
Net Assets Equal to Funds		72,512	-	72,512	81,133

These Accounts were approved by the Trustees at their meeting on

20/3/24

Signed:


Treasurer

MONTROSE PRE-SCHOOL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2023

1. Accounting Standard

The Financial Statements have been prepared in accordance with *Accounting and Reporting by Charities : Statement of Recommended Practice (SORP 2019)*, the *Financial Reporting Standard FRS102*, and *Charities Reporting Regulations SI 321*.

2 Public Benefit Entity

Montrose Pre-School meets the definition of a public benefit entity under FRS102. Assets and Liabilities are recognised at historical cost.

3. Basis

These accounts have been prepared on the basis of historical cost. Accruals basis has been used.

4. Content

The financial information presented is relevant, reliable, and complete. The accounts are expressed in Pounds Sterling, rounded to the nearest pound.

5. Going Concern

Based on the monetary and human resources available at 31 August 2023, the trustees believe that the Pre-School is a going concern.

6. Income Recognition

Income is brought into the accounts when it is more likely than not that the economic benefit will be forthcoming. The value of volunteer help is not recognised. If items are donated, the value will be shown in the notes to the accounts if the value is considered material.

7. Expenditure and VAT

Liabilities are recognised as soon as there is a legal or constructive obligation committing the Pre-School to pay out resources. The Pre-School is not VAT registered. All input VAT is charged with the expense to which it relates.

8. Fixed Assets

The Pre-School owns no land or buildings. Outdoor Equipment has been capitalised, and is depreciated at 33% per annum on the reducing balance as it is stored outside without cover. Other equipment assets have not been capitalised as no one item is worth more than £500. (2022-£500.)

Fixed Asset additions in the year were £Nil (2022-££1,393). The cost value of Fixed Assets as at 31st August was £9,811 (2022-£9,811). The depreciation charge in the year was £894 (2022-£1,342). As a result, cumulative depreciation as at 31st August 2023 was £8,021 (2022-£7,127). The Net Book Value of Fixed Assets as at 31st August 2023 was therefore £1,790 (2022-£2,684).

9. Bank and Cash

The liquid funds of bank and deposit fund balances are shown at their realisable value.

10. Debtors

Debtors are stated at the amount owed to the Pre-School £370, (2022- £1,927).

11. Stocks

Uniforms will be used from 1st September 2023 for the first time. Parents will meet the cost. Stocks have been ordered to be ready for the new term. £1,256 (2022 £Nil).

12. Fee for Examination of the Accounts

The fee for reporting on the accounts is £100. (2022 £100).

13. Payables

Sundry Creditors are recognised at settlement amount after discount, or accrued. 2023 £Nil. (2022- £Nil).

14. Trustees

None of the Trustees or persons connected with them received any remuneration or other benefits from the Pre-School as a result of their office during the year.

15. Restricted Funds

From time to time monies are received for strictly specific use. The related receipts and payments are recorded in a separate column of the SOFA. The amount received during the year for Restricted Activity was £4,900. (2022- £14,292).

16. Staff

Six staff were employed for the 39 weeks of the school year plus holiday weeks, three on a part-time basis. (2021 - 2022 Six staff were employed for the 39 weeks of the school year plus holiday weeks, three staff were employed on a part time basis).

17. Holidays

Staff who work the full week receive Bank Holidays and 20.6 days of paid leave. Staff who work less than the full working week receive Bank Holidays and an appropriate proportion of 20.6 days of paid leave. The remaining part of the year is unpaid leave.

18. Pensions

The Pre-School is a member of the National Employment Savings Trust (NEST). This is a defined contributions scheme. Eligible staff are automatically enrolled into the scheme; other staff may join voluntarily. Current rates of contribution are staff 5% and employer 3%.

Notes to the Accounts for the Year Ended 31st August 2023 Continued

19 Training

Staff are encouraged to undertake in work training, and are paid to attend approved courses.

20. Wages and Associated Costs	2022-23 £	2021-22 £
Gross Pay	96,947	96,236
Employers National Insurance Contributions	5,937	5,562
Employers Pension Contributions to NEST	2,425	2,509
	-----	-----
	105,309	104,307
	=====	=====
Average weekly contractual hours for staff	30.21 hours	28.79 hours
	=====	=====

21. Reserves Policy

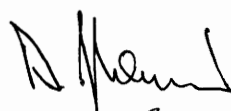
It has always been the policy to create a reserve equal to six months running costs, first achieved in the year 2014-2015., plus an element equal to the statutory redundancy pay entitlement of staff members in post at the date of the year end. In addition the Pre-School is contracted to remove outdoor equipment, should the premises at the church cease to be used.

	2022-23 £	2021-22 £
Six months running expenses	60,233	61,124
Redundancy for staff	27,826	22,766
Delapidations	2,350	2,300
	-----	-----
Target Reserve	90,409	86,190
Reserve Funds	72,512	81,133
	-----	-----
(-Shortfall)	-17,897	-5,057
	=====	=====

22. Declaration

Treasurer

I confirm that these accounts have been prepared from the records of the Montrose Pre-School and that they include all funds under the control of the Pre-School Trustees.



David Foinette (Treasurer)

Date 20/3/24

MONTROSE PRE SCHOOL

INDEPENDENT EXAMINERS UNQUALIFIED REPORT

Independent Examiner's Report to the Trustees of Montrose Pre School.

I report on the accounts of the Montrose Pre School, Charity Number 1037511, for the year ended 31 August 2023 which are set out on the accompanying pages 5 to 9

Responsibilities and Basis of Report.

As the preschool'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 pre-school 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.

I have completed my examination. I confirm that no material matters have come to my attention in connection with my examination, which gives me reasonable cause to believe that in any material respect

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- comply with the applicable requirements concerning the form and the 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:



Date: 08/04/24

Matthew Upton CA,
40 The Avenue,
Watford,
Hertfordshire,,
WD17 4NS

Accounts

MONTROSE PRE-SCHOOL

REPORT AND ACCOUNTS

FOR THE YEAR ENDED

31st AUGUST 2022

Montrose Pre-School,
The Methodist Church,
Locket Road,
Wealdstone,
HA3 7ND

Telephone 020 8863 5800

Mobile 07940 439 255

Website www.montrosepreschool.co.uk

email: montrosepreschool@yahoo.com

Registered Charity Number 1037511

Early Years Alliance Member 8986

Ofsted Registration 509061

MONTROSE PRE-SCHOOL

OFFICERS DURING THE YEAR ENDED 31 AUGUST 2022

TRUSTEES

Chair : Aelwyn Taylor (From 1.4.14)
Adetutu Alafe-Aluko (From 1.9.17 to 6.4.22)
Susan Aldridge (From 19.3.19)
Elizabeth Allner (From 29.1.19)
David Foinette (From 12.3.11)
Christine Messenger (From 9.2.16)
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Julie Curd : Deputy Manager
Sora Shwayish
Nina Comben
Katie Chambers
Jack Curd

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David Foinette
Sailesh Shah

BANKERS

Barclays Bank plc,

INDEPENDENT EXAMINER

Matthew Upton

CONSTITUTION

**The Early Years Alliance,
Pre-school Constitution 2008**

TRUSTEES REPORT FOR THE YEAR ENDING 31st AUGUST 2022

The Charity and Trustees

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All Trustees and staff are subject to enhanced Disclosure and Barring Service (DBS) checks. Where a person has not had the relevant DBS check, (for example a parent wishing to assist at a session on a one off basis), they are accompanied at all times by a staff member.

It goes without saying that there is no bar to any Trustee, staff member, parent or pupil attending the Pre-School on the grounds of race, religion, gender, sexual orientation, or disability.

Parents may apply for their child's place at any time, and need to show that either they qualify for assistance from the local authority, or can fund the sessions themselves.

Pay Policy and Equality

Staff during their probationary period are paid at the rate of the Living Wage. Upon concluding their probation the pay is increased depending on the grade and responsibility of the post. This applies equally to male and female staff.

It is regretted that grants have not kept pace with inflation, and no salary increases are envisaged for the coming school year commencing this September.

Trustees Report for the Year Ending 31st August 2022 Continued

Trustee Responsibilities

The Trustees accept that they must act strictly in accordance with the charity's constitution; act only in the charity's interests; take a long term view of the charity's operations; not to derive any personal gains from the charity; and to seek professional advice on matters which they are not competent to administer.

The Trustees are responsible for preparing the annual report and financial statements. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to ensure that financial statements comply with relevant legislation. The Trustees are also responsible for taking reasonable steps for the prevention and detection of fraud and any other irregularities.

Risks

The Trustees recognise three areas of risk to their operation.

Firstly, the charity is almost completely dependent upon grants from the local authority for its operation. If the rate per student were to be reduced, or the rates not raised in line with inflation, the charity would face an acute crisis. It is unlikely that a sufficient number of parents paying the full cost per child could be found, and even if the number were found, this would conflict with the objective to meet special and social needs in the local community.

Second, a number of local schools have nursery classes within their school premises. The Pre-School does not always have a waiting list of pupils. If the full complement of morning and afternoon places were not to be filled, the viability of the Pre-School would be seriously affected.

Third, the Pre-School occupies the premises under an annual licence from Wealdstone Methodist Church. It would be possible, if the Church required the premises for other uses, for it to give three months notice to end the licence. In view of the links between the Church and the Pre-School, the Trustees feel that this eventuality is unlikely.

Reserves

Since inception the policy has been to build up an amount in reserve equal to six months operating expenses, and to include a figure for the costs of staff redundancy pay. Under the Church Licence the Pre-School is responsible for the removal of some external equipment for which the current estimated cost is £2,300. The current reserve target this year is £86,190 against £86,350 for last year. The Trustees regret to report that for the second year in succession the target reserve has not been reached. For the year just ended a surplus of £961 was recorded, £167 in the General Fund and £794 in the Inclusion Fund. We are deeply grateful for the way in which all staff have responded to the challenges, in particular in raising extra funds for the Pre-School in their own time, turning a loss into a small surplus.

Aelwyn Taylor (Chair of Trustees)

Trustees Report for the Year Ending 31st August 2022 Continued

Managers Report

The Autumn Term began on a positive note in many ways. Firstly, all restrictions following the Covid Pandemic, were lifted, so the Pre-School could open as normal. I, Claire, returned to work full time following the all clear and recovery from cancer. We started with twenty-five children on the register for morning and afternoon sessions, which was quite a high number for the Autumn term. These numbers have continued to grow throughout the year, and we were pretty much at full capacity by the Easter term.

There was one fly in the ointment, and that was our finances. We were struggling following the pandemic and needed to build up our funds so that we could survive and continue to operate as a pre-school. The team rallied as usual and began to develop ideas to fund raise for much needed resources. We started with a coffee morning on a Saturday in October and managed to raise over £450. This was achieved by hiring a bouncy castle and being much more creative with the activities we had on offer. We also had lots of support from the families who had been attending the setting the previous year, and from members of Wealdstone Methodist Church who donated generously. We did a few more coffee mornings with our parents, and a quiz night where we had lots of support from our own families but unfortunately little support from the families using the setting. We also had a very generous parent who did raise funds independently on our behalf, and managed to raise money to buy musical instruments and books.

Our young male worker, Jack, who had been with the team since Spring 2021 began his apprenticeship in October 2021. He began his studies in Level 2 in Early Years Education at Harrow College and attends a day a week. For the remaining four days he works at the setting as part of the team. Jack is a very popular member of staff especially with the children and has proved to be a very positive addition to the team and a valued role model for the children. By employing Jack the management team have been freed up to do some valuable work with those children with Special Needs. Unfortunately, we have had some problems receiving the apprenticeship payments from the government and this is in appeals process at the date of this report. Jack is continuing next year to do his Level 3 and thankfully we can continue to employ him.

One other positive from this year was our bid for Block Inclusion Funding. We put in a bid for over £4,000 and we were successful in our bid. We managed to buy and install a canopy which gives us more cover in our outside area (both in winter and in summer). We also bought a giant sand pit which is a permanent fixture in our garden and has provided several hours of fun for all the children. We also managed to purchase lots of new SEN equipment and toys for all the children.

As we come to the end of the school year I am glad to report that financially we seem to be doing much better. We have a number of children returning in September and we have some new starters as well. We have had lots of enquiries for places and we are currently going through our waiting list in order to make offers.

Here's to a happy and prosperous new school term.

Claire O'Driscoll

Manager

MONTROSE PRE-SCHOOL

ACCOUNTS TO 31st AUGUST 2022

STATEMENT OF FINANCIAL ACTIVITIES

	2021/22			2020/21
	General Funds	Inclusion Funds	Total Funds	Total Funds
INCOMING RESOURCES	£	£	£	£
London Borough of Harrow	98,668	-	98,668	103,114
Inclusion Funding	-	10,000	10,000	10,149
SEN Block Grant	-	4,292	4,292	-
Fees	2,350	-	2,350	-
Employment Allowance	3,816	-	3,816	4,468
Interest Received Deposit Fund	183	-	183	120
Money for Lunches	860	-	860	450
Money-raising Events	1,039	-	1,039	-
Apprentice Grants	-	2,000	2,000	-
Total Incoming Resources	106,916	16,292	123,208	118,301
RESOURCES EXPENDED				
Staff Costs	£	£	£	£
Wages	83,637	12,599	96,236	96,566
National Insurance	5,562	-	5,562	6,136
Pension Contributions	2,509	-	2,509	2,661
Training	473	-	473	495
DBS Fees	16	-	16	260
Total Staff Costs	92,197	12,599	104,796	106,118
Administration Costs	£	£	£	£
Rent	6,300	-	6,300	5,700
Landline, Broadband & Mobile Phone	948	-	948	910
Printing & Stationery	1,136	-	1,136	797
Insurance	627	-	627	507
Computerised Payroll	1,333	-	1,333	734
Quickbooks	302	-	302	264
Registration and E.Y.A Membership	106	-	106	106
Costco	94	-	94	94
OFSTED Membership	50	-	50	50
Data Protection	35	-	35	35
Independent Examination	100	-	100	75
Sundries	394	-	394	238
Total Administration Costs	11,425	-	11,425	9,510
Activities	£	£	£	£
Cost of Lunches	794	-	794	464
PPE Equipment	-	-	-	63
Stores/Supplies/Toys/Educational	991	-	991	1,119
SEN Inclusion Costs	-	2,899	2,899	-
Inclusion Activity Costs	-	-	-	1,200
Total Activity Costs	1,785	2,899	4,684	2,846
Depreciation of Play Area equipment	1,342	-	1,342	1,128
Total Resources Expended	106,749	15,498	122,247	119,602
Net (-Outgoing) Incoming Resources	167	794	961	-1,301
Balances Brought Forward at 1st September 2021	80,172	-	80,172	81,473
Balances Carried Forward at 31st August 2022	80,339	794	81,133	80,172

MONTROSE PRE-SCHOOL

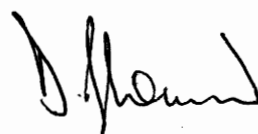
BALANCE SHEET AS AT 31st AUGUST 2022

	General Funds	2021/22 Restricted Funds	Total Funds	2020/21 Total Funds
	£	£	£	£
CURRENT ASSETS				
Fixed Assets				
Outdoor Equipment at Cost	9,811	-	9,811	8,418
Less Depreciation	7,127	-	7,127	5,785
Net Fixed Assets	2,684	-	2,684	2,633
Cash				
In Hand	231	-	231	326
Current Account : Barclays Bank	9,874	-	9,874	8,154
Affirmative Deposit Fund	67,245	-	67,245	70,109
Total Cash	77,350	-	77,350	78,589
Debtors				
Sundry Debtors	1,133	794	1,927	-
Total Current Assets	81,167	794	81,961	81,222
Less: Current Liabilities				
Inland Revenue	728	-	728	471
NEST	-	-	-	408
Independent Examiner	100	-	100	75
Sundry Creditors	-	-	-	96
Total Current Liabilities	828	-	828	1,050
Net Assets Equal to Funds	80,339	794	81,133	80,172

These Accounts were approved by the Trustees at their meeting on

23/3/23

Signed:


Treasurer

MONTROSE PRE-SCHOOL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2022

1. Accounting Standard

The Financial Statements have been prepared in accordance with *Accounting and Reporting by Charities : Statement of Recommended Practice (SORP 2019)*, the *Financial Reporting Standard FRS102*, and *Charities Reporting Regulations SI 321*.

2 Public Benefit Entity

Montrose Pre-School meets the definition of a public benefit entity under FRS102. Assets and Liabilities are recognised at historical cost.

3. Basis

These accounts have been prepared on the basis of historical cost. Accruals basis has been used.

4. Content

The financial information presented is relevant, reliable, and complete. The accounts are expressed in Pounds Sterling, rounded to the nearest pound.

5. Going Concern

Based on the monetary and human resources available at 31 August 2022, the trustees believe that the Pre-School is a going concern.

6. Income Recognition

Income is brought into the accounts when it is more likely than not that the economic benefit will be forthcoming. The trustees expect to receive a government grant of £1,500 for appointing an apprentice from 1st September 2021 who remains in our employment at 31st August 2022. Provision has been made in these accounts for this grant. The value of volunteer help is not recognised. If items are donated, the value will be shown in the notes to the accounts if the value is considered material.

7. Expenditure and VAT

Liabilities are recognised as soon as there is a legal or constructive obligation committing the Pre-School to pay out resources. The Pre-School is not VAT registered. All input VAT is charged with the expense to which it relates.

8. Fixed Assets

The Pre-School owns no land or buildings. Outdoor Equipment has been capitalised, and is depreciated at 33% per annum on the reducing balance as it is stored outside without cover. Other equipment assets have not been capitalised as no one item is worth more than £500. (2021-£500.)

Fixed Asset additions in the year were £1,393 (2021-£Nil). As a result, the cost value of Fixed Assets as at 31st August was £9,811 (2021-£8,418). The depreciation charge in the year was £1,342 (2021-£1,128). As a result, cumulative depreciation as at 31st August 2022 was £7,127 (2021-£5,785). The Net Book Value of Fixed Assets as at 31st August 2022 was therefore £2,684 (2021-£2,633).

Notes to the Accounts for the Year Ended 31st August 2022 Continued

9. Bank and Cash

The liquid funds of bank and deposit fund balances are shown at their realisable value.

10. Receivables

Debtors are stated at the amount owed to the Pre-School, including at the current year end the grant referred to in Note 6 above £1,927, (2021- £Nil).

11. Fee for Examination of the Accounts

The fee for reporting on the accounts is £100. (2021- £75).

12. Payables

Sundry Creditors are recognised at settlement amount after discount, or accrued. 2022 £Nil. (2021- £96).

13. Trustees

None of the Trustees or persons connected with them received any remuneration or other benefits from the Pre-School as a result of their office during the year.

14. Restricted Funds

From time to time monies are received for strictly specific use. The related receipts and payments are recorded in a separate column of the SOFA. The amount received during the year for Inclusion Funding was £14,292. (2021- £10,149).

15. Staff

Six staff were employed for the 39 weeks of the school year plus holiday weeks, three on a part-time basis. (2020 - 2021 Five staff were employed for the 38 weeks of the school year plus holiday weeks, three staff were employed on a part time basis).

16. Holidays

Staff who work the full week receive Bank Holidays and 20.6 days of paid leave. Staff who work less than the full working week receive Bank Holidays and an appropriate proportion of 20.6 days of paid leave. The remaining part of the year is unpaid leave.

17 Training

Staff are encouraged to undertake in work training, and are paid to attend approved courses.

18. Pensions

The Pre-School is a member of the National Employment Savings Trust (NEST). This is a defined contributions scheme. Eligible staff are automatically enrolled into the scheme; other staff may join voluntarily. Current rates of contribution are staff 5% and employer 3%.

Notes to the Accounts for the Year Ended 31st August 2022 Continued

19. Wages and Associated Costs

	2021-22 £	2020-21 £
Gross Pay	96,236	96,566
Employers National Insurance Contributions	5,562	6,136
Employers Pension Contributions to NEST	2,509	2,661
	<u>104,307</u>	<u>105,363</u>
Average weekly contractual hours for staff	<u>28.79 hours</u>	<u>30.04 hours</u>

The average figures ignore the effect on actual working of Covid 19 restrictions.

20. Reserves Policy

It has always been the policy to create a reserve equal to six months running costs, first achieved in the year 2014-2015., plus an element equal to the statutory redundancy pay entitlement of staff members in post at the date of the year end. This redundancy element has fallen this year, following the resignation of a long serving staff member. The current position is as follows:

	2021-22 £	2020-21 £
Six months running expenses	61,124	59,800
Redundancy for staff	22,766	24,550
Delapidations	2,300	2,000
Target Reserve	<u>86,190</u>	<u>86,350</u>
Reserve Funds	<u>81,133</u>	<u>80,172</u>
(-Shortfall)	<u>-5,057</u>	<u>-6,178</u>

21. Declaration

Treasurer

I confirm that these accounts have been prepared from the records of the Montrose Pre-School and that they include all funds under the control of the Pre-School Trustees.



David Foinette (Treasurer)

Date 23/3/23

MONTROSE PRE SCHOOL

INDEPENDENT EXAMINERS UNQUALIFIED REPORT

Independent Examiner's Report to the Trustees of Montrose Pre School.

I report on the accounts of the Montrose Pre School, Charity Number 1037511, for the year ended 31 August 2022 which are set out on the accompanying pages 7 to 11.

Responsibilities and Basis of Report.

As the preschool'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 pre-school 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.

I have completed my examination. I confirm that no material matters have come to my attention in connection with my examination, which gives me reasonable 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
- comply with the applicable requirements concerning the the form and the 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:



Date: 23/03/23

Matthew Upton CA,
40 The Avenue,
Watford,
Hertfordshire,,
WD17 4NS

Accounts

MONTROSE PRE-SCHOOL

REPORT AND ACCOUNTS

FOR THE YEAR ENDED

31st AUGUST 2021

Montrose Pre-School,
The Methodist Church,
Locket Road,
Wealdstone,
HA3 7ND

Telephone 020 8863 5800

Mobile 07940 439 255

Website www.montrosepreschool.co.uk

email: montrosepreschool@yahoo.com

Registered Charity Number 1037511

Early Years Alliance Member 8986

Ofsted Registration 509061

MONTROSE PRE-SCHOOL

OFFICERS DURING THE YEAR ENDED 31 AUGUST 2021

TRUSTEES

Chair : Aelwyn Taylor (From 1.4.14)
Adetutu Alafe-Aluko (From 1.9.17)
Susan Aldridge (From 19.3.19)
Elizabeth Allner (From 29.1.19)
David Foinette (From 12.3.11)
Kathleen Harrison (From 25.9.18 to 31.8.21)
Christine Messenger (From 9.2.16)
Sailesh Shah (From 29.1.19)

MANAGER

Claire O'Driscoll
Deputy Julie Curd

TREASURER

David Foinette

BANKERS

Barclays Bank plc,

INDEPENDENT EXAMINER

John Pennells

CONSTITUTION

The Early Years Alliance,
Pre-school Constitution 2008

TRUSTEES REPORT FOR THE YEAR ENDING 31st AUGUST 2021

The Charity and Trustees

Montrose Pre-School is an independent unincorporated charity reporting to the Charity Commission and OFSTED (Office for Standards in Education) and is a member of the Early Years Alliance, an organisation promoting good practice among all types of child carers, including Pre-Schools. Montrose Pre-School is governed by the Board of Trustees, with day to day responsibility undertaken by the Pre-School's Manager. Historically, Trustees have been recruited from the parents of children attending the Pre-School; from among the members of Wealdstone Methodist Church, in whose premises the Pre-School operates; and others in the local community with relevant skills. Its constitution is the Early Years Alliance Constitution 2008.

Aims and Objectives

The Pre-School aims to provide a happy, safe, and effective learning environment for children from the local community. The size of the premises restricts the number of children at any one time to 18, so the fact that both morning and afternoon sessions have operated five days a week, significantly increases the number of children who can be offered places. The Trustees believe that they are meeting their obligation to assist the wider community by the Pre-School promoting and fostering working partnerships with children's parents or carers; ensuring equal opportunities for all; and including those from disadvantaged backgrounds, or having special needs. The Trustees have paid due regard to the guidance issued by the Charity Commission on public benefit.

Safeguarding, Equality and Recruitment

Trustees receive training based on guidelines issued by the Methodist Church for Church Trustees. All Trustees and staff are subject to enhanced Disclosure and Barring Service (DBS) checks. Where a person has not had the relevant DBS check, (for example a parent wishing to assist at a session on a one off basis), they are accompanied at all times by a staff member.

It goes without saying that there is no bar to any Trustee, staff member, parent or pupil attending the Pre-School on the grounds of race, religion, gender, sexual orientation, or disability.

Parents may apply for their child's place at any time, and need to show that either they qualify for assistance from the local authority, or can fund the sessions themselves.

Pay Policy and Equality

Staff during their probationary period are paid at the rate of the Living Wage. Upon concluding their probation the pay is increased depending on the grade and responsibility of the post. This applies equally to male and female staff.

Trustees Report for the Year Ending 31st August 2021 Continued

Trustee Responsibilities

The Trustees accept that they must act strictly in accordance with the charity's constitution; act only in the charity's interests; take a long term view of the charity's operations; not to derive any personal gains from the charity; and to seek professional advice on matters which they are not competent to administer.

The Trustees are responsible for preparing the annual report and financial statements. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to ensure that financial statements comply with relevant legislation. The Trustees are also responsible for taking reasonable steps for the prevention and detection of fraud and any other irregularities.

Risks

The Trustees recognise three areas of risk to their operation.

Firstly, the charity is almost completely dependent upon grants from the local authority for its operation. If the rate per student were to be reduced, or the rates not raised in line with inflation, the charity would face an acute crisis. It is unlikely that a sufficient number of parents paying the full cost per child could be found, and even if the number were found, this would conflict with the objective to meet special and social needs in the local community.

Second, a number of local schools have recently opened pre-school classes within their school premises. The Pre-School no longer has a long waiting list of pupils. If the full compliment of morning and afternoon places were not to be filled, the viability of the Pre-School would be seriously affected.

Third, the Pre-School occupies the premises under an annual licence from Wealdstone Methodist Church. It would be possible, if the Church required the premises for other uses, for it to give three months notice to end the licence. In view of the links between the Church and the Pre-School, the Trustees feel that this eventuality is unlikely.

Reserves

Since inception the policy has been to build up an amount in reserve equal to six months operating expenses, and to include a figure for the costs of staff redundancy pay. Under the Church Licence the Pre-School is responsible for the removal of some external equipment for which the current estimated cost is £2,000. The current reserve target this year was £86,350 against £76,856 for last year. The Trustees regret to report that for the first time the target reserve has not been reached. Also for the first time a deficit of £1,301 for the year was recorded. Considering the difficulties outlined in the Managers Report, we are deeply grateful for the way in which all staff responded to the challenges.

Aelwyn Taylor (Chair of Trustees)

Trustees Report for the Year Ending 31st August 2021 Continued

Operations During the Year

The Trustees are pleased to present below the Manager's Report for the year.

Managers Report

The autumn term in 2020 began in the same way the summer term had ended, with the continuation of the pandemic and all its consequences. The Pre-School had planned its reopening with a revised Covid Risk Assessment and consultations with the families who were due to return. The doors opened on September 7th with 15 children on the register. This increased slightly by the end of term. There was still some anxiety among parents about sending children to pre-school and we did our best to reassure them that we were following all the government guidelines and that the children would be safe. Some parents opted to keep their children at home and luckily for us Harrow Council agreed to continue to fund all children on the register for the autumn term whether they attended or not. This gave us a secure base financially and allowed us to continue working with the children we had.

The autumn term also brought some bad news. I, Claire, was diagnosed with bowel cancer. This presented new challenges for everyone. The management committee, my deputy and I agreed on a plan. Julie, (Deputy Manager) would act as manager while I was off, and I would work from home completing any admin work and being there as a support for Julie. The rest of the team stepped up by doing extra hours to cover and 'as and when' staff were drafted in. Despite all the challenges, Julie and the team did an amazing job and managed to keep the pre-school running smoothly and even managed to increase the number of children while also introducing changes to the curriculum and being more creative in the way we work.

By the end of the term two staff tested positive with Covid, Julie and Sora, and both were quite ill. This happened just as the setting was closing for the Christmas break, but the children still managed to have their Christmas Party due to the hard work and commitment of the other staff.

Just as the staff recovered and returned to work, the setting had to close in the new year for a week as two of the children tested positive with Covid. Luckily again, the local government agreed to pay the funding based on the same numbers as the autumn term and regardless of whether the children attended or not. This was a great relief as the children's attendance at this stage was quite low with the lockdown restrictions in place

The summer term saw some new admissions and a return of some form of normality as restrictions were lifted. Parents were allowed to come into the setting to settle children but only one at a time. Other professionals began visiting the setting again to do assessments on the children. This was much more effective than the previous virtual consultations.

Trustees Report for the Year Ending 31st August 2021 Continued

Managers Report Continued

As the year comes to an end, we reflect on what a challenging year it has been. Apart from the pandemic, the setting has had its own challenges with an increase in the number of children with special educational needs (SEN) attending. As summer term began, the setting had nine children on the SEN register. Most of these children need adult support and one to one supervision which stretches the team's capabilities and resources. As a result of this the setting has decided to take on an apprentice. This is someone who has been covering as an 'as and when' employee for several months. Jack will start the apprenticeship in September and will attend college one day per week. He is well liked by the team especially the children and will be our first male member of staff. Jack's wages will be financed through the Government apprentice scheme as well as Inclusion Funding and Pre-School Funds.

We look forward to a more positive year next year and hope that restrictions will be a thing of the past.

Claire O'Driscoll
Manager

MONTROSE PRE-SCHOOL

ACCOUNTS TO 31st AUGUST 2021

STATEMENT OF FINANCIAL ACTIVITIES

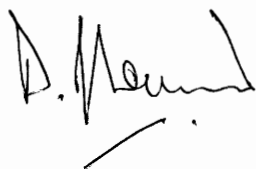
	2020/21			2019/20
	General Funds	Inclusion Funds	Total Funds	Total Funds
INCOMING RESOURCES	£	£	£	£
London Borough of Harrow	103,114	-	103,114	101,704
Inclusion Funding	-	10,149	10,149	3,500
Fees	-	-	-	2,580
Employment Allowance	4,468	-	4,468	3,072
Interest Received Deposit Fund	120	-	120	508
Money for Lunches	450	-	450	430
Money-raising Events	-	-	-	175
Total Incoming Resources	108,152	10,149	118,301	111,969
RESOURCES EXPENDED	£	£	£	£
Staff Costs				
Wages	87,617	8,949	96,566	80,922
National Insurance	6,136	-	6,136	5,294
Pension Contributions	2,661	-	2,661	2,223
Training	495	-	495	85
DBS Fees	260	-	260	-
Total Staff Costs	97,169	8,949	106,118	88,524
Administration Costs	£	£	£	£
Rent	5,700	-	5,700	5,700
Landline, Broadband & Mobile Phone	910	-	910	867
Printing & Stationery	797	-	797	459
Insurance	507	-	507	506
Computerised Payroll	734	-	734	595
Quickbooks	264	-	264	-
Registration and E.Y.A Membership	106	-	106	106
Costco	94	-	94	77
OFSTED Membership	50	-	50	50
Data Protection	35	-	35	35
Independent Examination	75	-	75	50
Committee Expenses	-	-	-	60
Sundries	238	-	238	98
Total Administration Costs	9,510	-	9,510	8,603
Activities	£	£	£	£
Cost of Lunches	464	-	464	400
PPE Equipment	63	-	63	111
Stores/Supplies/Toys/Educational	1,119	-	1,119	1,459
Inclusion Activity Costs	-	1,200	1,200	-
Play Area Repairs	-	-	-	1,776
Total Activity Costs	1,646	1,200	2,846	3,746
Depreciation of Play Area equipment	1,128	-	1,128	1,854
Total Resources Expended	109,453	10,149	119,602	100,873
Net (-Outgoing) Incoming Resources	-1,301	-	-1,301	11,096
Balances Brought Forward at 1st September 2020	81,473	-	81,473	72,231
Balances Carried Forward at 31st August 2021	80,172	-	80,172	83,327

MONTROSE PRE-SCHOOL

BALANCE SHEET AS AT 31st AUGUST 2021

		General Funds	2020/21 Restricted Funds	Total Funds	2019/20 Total Funds
		£	£	£	£
CURRENT ASSETS					
Fixed Assets					
Outdoor Equipment at Cost		8,418	-	8,418	8,418
Less Depreciation		5,785	-	5,785	-4,657
Net Fixed Assets	(Note 9)	2,633	-	2,633	3,761
Cash					
In Hand		326	-	326	6
Current Account : Barclays Bank		8,154	-	8,154	1,527
Affirmative Deposit Fund		70,109	-	70,109	83,398
Total Cash	(Note 10)	78,589	-	78,589	84,931
Debtors					
Sundry Debtors	(Note 11)	-	-	-	102
Total Current Assets		81,222	-	81,222	88,794
Less: Current Liabilities					
Job Retention Grant	(Note 12)	-	-	-	6,531
Inland Revenue		471	-	471	407
NEST		408	-	408	333
Independent Examiner	(Note 13)	75	-	75	50
Sundry Creditors		96	-	96	-
Total Current Liabilities	(Note 14)	1,050	-	1,050	7,321
Net Assets Equal to Funds		80,172	-	80,172	81,473

Signed:



Treasurer

12/11/21

MONTROSE PRE-SCHOOL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2021

1. Accounting Standard

The Financial Statements have been prepared in accordance with *Accounting and Reporting by Charities : Statement of Recommended Practice (SORP2015)*, the *Financial Reporting Standard FRS102*, and *Charities Reporting Regulations SI 321*.

2 Public Benefit Entity

Montrose Pre-School meets the definition of a public benefit entity under FRS102. Assets and Liabilities are recognised at historical cost.

3. Basis

These accounts have been prepared on the basis of historical cost. Accruals basis has been used.

4. Content

The financial information presented is relevant, reliable, and complete. The accounts are expressed in Pounds Sterling, rounded to the nearest pound.

5. Going Concern

Based on the monetary and human resources available at 31 August 2021, the trustees believe that the Pre-School is a going concern.

6. Income Recognition

Income is brought into the accounts when it is more likely than not that the economic benefit will be forthcoming. The value of volunteer help is not recognised. If items are donated, the value will be shown in the notes to the accounts if the value is considered material.

7. Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the Pre-School to pay out resources.

8. VAT

The Pre-School is not VAT registered. All input VAT is charged with the expense to which it relates.

9. Fixed Assets

The Pre-School owns no land or buildings. Outdoor Equipment has been capitalised, and is depreciated at 33% per annum on the reducing balance as it is stored outside without cover. Other equipment assets have not been capitalised as no one item is worth more than £500. (2020-£500.)

10. Bank and Cash

The liquid funds of bank and deposit fund balances are shown at their realisable value.

Notes to the Accounts for the Year Ended 31st August 2021 Continued

11. Receivables

Debtors are stated at the amount owed to the Pre-School, or prepaid. 2020-21 £ Nil. (2019-20 £102).

12. Fee for Examination of the Accounts

An accrual of £75 has been made to cover the fee for reporting on the accounts. (2019-20 £50).

13. Job Retention Grant

This Grant was not treated as Income as it was repaid during the year 2020-2021..

14. Payables

Creditors are recognised at settlement amount after discount, or accrued. 2020-21 £96. (2019-20 £7,421).

15. Trustees

None of the Trustees or persons connected with them received any remuneration or other benefits from the Pre-School as a result of their office during the year.

16. Restricted Funds

From time to time monies are received for strictly specific use. The related receipts and payments are recorded in a separate column of the SOFA. £10,149 for Inclusion Funding was received during the year.. (2019-20 £3,500 for Inclusion Funding).

17. Staff

Five staff were employed for the full 38 weeks of the school year, three staff were employed on a part time basis, one for 22 weeks, one for 19 weeks and one for 17 weeks. (2019 - 2020 Four staff were employed for 12 weeks of the school year and five staff for 22 weeks; all five staff were furloughed in April for 4 weeks.)

18. Holidays

Staff who work the full week receive Bank Holidays and 20.6 days of paid leave. Staff who work less than the full working week receive Bank Holidays and an appropriate proportion of 20.6 days of paid leave. The remaining part of the year is unpaid leave.

19 Training

Staff are encouraged to undertake in work training, and are paid to attend approved courses.

20. Pensions

The Pre-School is a member of the National Employment Savings Trust (NEST). This is a defined contributions scheme. Eligible staff are automatically enrolled into the scheme; other staff may join voluntarily. Current rates of contribution are staff 5% and employer 3%.

Notes to the Accounts for the Year Ended 31st August 2021 Continued

21. Wages and Associated Costs

	2020-21	2019-20
	£	£
Gross Pay	96,566	80,922
Employers National Insurance Contributions	6,136	5,294
Employers Pension Contributions to NEST	2,661	2,223
	<u>105,363</u>	<u>88,439</u>
Average weekly contractual hours for staff	30.04 hours	28.46 hours

The average figures ignore the effect on actual working of Covid 19 restrictions.

22. Reserves Policy

It has always been the policy to create a reserve equal to six months running costs, first achieved in the year 2014-2015. The introduction of afternoon sessions from September 2015 doubled costs and hence the target reserve.

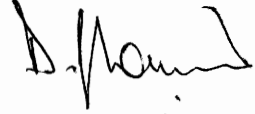
The current position is as follows:

	2020-21	2019-20
	£	£
Six months running expenses	59,800	51,414
Redundancy for staff	24,550	23,942
Delapidations	2,000	1,500
Target Reserve	<u>86,350</u>	<u>76,856</u>
Reserve Funds	<u>80,172</u>	<u>81,373</u>
(-Shortfall)/Surplus	<u>-6,178</u>	<u>4,517</u>

23. Declaration

Treasurer

I confirm that these accounts have been prepared from the records of the Montrose pre-School and that they include all funds under the control of the Pre-School Trustees.


David Foinette (Treasurer)

12/11/21
Date

MONTROSE PRE SCHOOL

INDEPENDENT EXAMINERS UNQUALIFIED REPORT

Independent Examiner's Report to the Trustees of Montrose Pre School.

I report on the accounts of the Pre School for the year ended 31 August 2021 which are set out on the accompanying pages 6 to 10.

Respective responsibilities of trustees and examiner.

The preschool's trustees are responsible for the preparation of the accounts under section 130 of the Charities Act 2011. The preschool's trustees consider that an audit is not required for this year and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Act;
- follow the procedures laid down in the General Directions given by 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 Act. An examination includes a review of the accounting records kept by the preschool 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 I do not express an audit opinion on the view given by the accounts.

Independent Examiner's 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
 - to keep accounting records in accordance with section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
- (2) to which, in my opinion, attention should have been drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date: 12 November 2021

John Pennells
7 Wills Way,
Romsey
Hampshire,
SO51 6HZ