

BILLERICAY CATHOLIC PRE-SCHOOL

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2024

BILLERICAY CATHOLIC PRE-SCHOOL

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BILLERICAY CATHOLIC PRE-SCHOOL

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 AUGUST 2024**

Trustees	Caoilfhionn Cubitt, Chair (resigned 14 October 2024) Marilena Luxmoore, Chair (appointed 14 October 2024) Thalia Beckwith Emily Amos, Treasurer (appointed) Sophie Kelly Alexandra Venables Billie Foyle Kate Nolan Emily Amos Laura Thorne Carly Edwards, Secretary Hannah Walker Francesco Somma
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Charity registered number	1037616
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Principal office	Canon Roche Social Centre 21 Laindon Road Basildon Essex CM12 9LL
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BILLERICAY CATHOLIC PRE-SCHOOL

TRUSTEES' REPORT FOR THE YEAR ENDED 31 AUGUST 2024

The Trustees present their annual report together with the financial statements of the Charity for the 1 September 2023 to 31 August 2024.

Objectives and activities

a. Policies and objectives

Billericay Catholic Pre School is a provider of childcare to the local community. It is a charitable trust with trustees elected by the members of the Pre School. The Pre School relies on income from fees, the Government Free Early Years Entitlement and money raised through fundraising events. The Pre School has its own fundraising committee made up of parents who regularly meet to generate new ideas and organise these events.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Strategies for achieving objectives

Provision of high quality childcare to the local community for the benefit of families from all backgrounds.

c. Activities undertaken to achieve objectives

The Billericay Catholic Pre-School has sessions 5 days a week in the Canon Roche Centre and works within the framework of the Early Years Foundation Stage (EYFS). We offer full day provision Monday to Thursday and morning provision on Friday.

Our large, spacious facilities allow children to play, learn and most of all have fun. We have an all-weather surface garden for outdoor play, and numerous tablets which are used to introduce our children to the world of computing and technology.

We have a dedicated, fully qualified team of staff who are committed to the care, welfare and safety of the children in our setting. They have many collective years of experience. We are proud of our high adult ratio of 6 staff to 30 children.

We are regularly inspected by Ofsted. Our last inspection was February 2025 where we received a "Good" Ofsted rating. We are particularly pleased with Ofsted's comments about how "staff use their expert knowledge of children and how they learn to provide tailored experiences," and that "support for children with special educational needs and/or disabilities is excellent."

d. Main activities undertaken to further the Charity's purposes for the public benefit

The Pre school is open for children and families of all backgrounds, and we continue to support families who rely upon free childcare funding for their place at Pre school.

Achievements and performance

a. Main achievements of the Charity

We have continued to provide a high quality childcare provision to the local community. We have been proud of how our amazing staff have continued to work together closely to ensure high standards of care for the children who attend the Pre School. New joiners continue to find our setting one which a happy and safe learning environment.

BILLERICAY CATHOLIC PRE-SCHOOL

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

Achievements and performance (continued)

b. Key performance indicators

We regularly review the ongoing management and performance of the Charity through regular Management Committee meetings, and focus on ensuring that we meet our statutory obligations, including those of a Safeguarding nature.

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

The Reserves Amount is set at £25,000. Pre-school aims to maintain reserves consisting of:

1. reserves to meet redundancy liabilities (including notice period);
2. general contingency reserves equal to one term's (a third of our financial year) other total expenditure, excluding staff costs.

The Committee believes that this level of reserves is prudent and necessary to ensure that the Pre-school can run efficiently and meet future needs.

Structure, governance and management

a. Constitution

Billericay Catholic Pre-School is a registered charity, number 1037616, and is constituted under a Trust deed.

b. Methods of appointment or election of Trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

c. Financial risk management

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

BILLERICAY CATHOLIC PRE-SCHOOL

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2024**

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on 7 May 2025 and signed on their behalf by:



.....
Marilena Luxmoore

BILLERICAY CATHOLIC PRE-SCHOOL

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 AUGUST 2024**

Independent examiner's report to the Trustees of Billericay Catholic Pre-School ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 August 2024.

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 2011 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's

BILLERICAY CATHOLIC PRE-SCHOOL

**INDEPENDENT EXAMINER'S REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2024**

Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Jonathan Gorridge

Signed:

Dated: 7 May 2025

Jonathan Gorridge FCA

ICAEW

MWS Accountants Limited

4 Chester Court
Chester Hall Lane
Basildon
Essex
SS14 3WR

BILLERICAY CATHOLIC PRE-SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 AUGUST 2024

	Note	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income from:					
Charitable activities	3	-	138,110	138,110	142,935
Other trading activities	4	2,559	-	2,558	1,565
Total income		2,559	138,110	140,669	144,500
Expenditure on:					
Charitable activities	5	2,912	137,813	140,725	125,180
Total expenditure		2,912	137,813	140,725	125,180
Net movement in funds		(353)	297	(56)	19,320
Reconciliation of funds:					
Total funds brought forward		42,732	30,877	73,609	54,289
Net movement in funds		(353)	297	(56)	19,320
Total funds carried forward		42,379	31,174	73,553	73,609

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 9 to 17 form part of these financial statements.

BILLERICAY CATHOLIC PRE-SCHOOL

BALANCE SHEET
AS AT 31 AUGUST 2024

	Note	2024 £	2023 £
Fixed assets			
		-	-
Current assets			
Debtors	10	908	799
Cash at bank and in hand		78,025	76,076
		<u>78,933</u>	<u>76,875</u>
Creditors: amounts falling due within one year	11	(5,380)	(3,266)
		<u>73,553</u>	<u>73,609</u>
Net current assets			
		<u>73,553</u>	<u>73,609</u>
Total assets less current liabilities			
		<u>73,553</u>	<u>73,609</u>
Net assets excluding pension asset			
		<u>73,553</u>	<u>73,609</u>
Total net assets		<u>73,553</u>	<u>73,609</u>
Charity funds			
Restricted funds	12	31,174	30,877
Unrestricted funds	12	42,379	42,732
		<u>73,553</u>	<u>73,609</u>
Total funds		<u>73,553</u>	<u>73,609</u>

The financial statements were approved and authorised for issue by the Trustees on 07 May 2025 and signed on their behalf by:



Marilena Luxmoore

The notes on pages 9 to 17 form part of these financial statements.

BILLERICAY CATHOLIC PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024

1. General information

Billericay Catholic Pre-School is an unincorporated charity registered in England and Wales. Its principle office is 52 Station Road, Billericay, Essex, CM12 9LL

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Billericay Catholic Pre-School meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

2.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.4 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.5 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

BILLERICAY CATHOLIC PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024

2. Accounting policies (continued)

2.6 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

2.7 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.8 Pensions

2.9 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

3. Income from charitable activities

	Restricted funds 2024 £	Total funds 2024 £
Fees	<u>138,110</u>	<u>138,110</u>
	<i>Restricted funds 2023 £</i>	<i>Total funds 2023 £</i>
Fees	<u>142,935</u>	<u>142,935</u>

BILLERICAY CATHOLIC PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024

4. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2024 £	Total funds 2024 £
Fundraising	2,559	2,559

	Unrestricted funds 2023 £	Total funds 2023 £
Fundraising	1,565	1,565

5. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Charitable activities	2,912	137,813	140,725

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Charitable activities	2,189	122,991	125,180

6. Analysis of expenditure by activities

	Activities undertaken directly 2024 £	Support costs 2024 £	Total funds 2024 £
Charitable activities	117,592	23,133	140,725

BILLERICAY CATHOLIC PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024

6. Analysis of expenditure by activities (continued)

	<i>Activities undertaken directly 2023 £</i>	<i>Support costs 2023 £</i>	<i>Total funds 2023 £</i>
Charitable activities	104,614	20,566	125,180

Analysis of direct costs

	Activities 2024 £	Total funds 2024 £
Staff costs	117,592	117,592

	<i>Activities 2023 £</i>	<i>Total funds 2023 £</i>
Staff costs	104,614	104,614

Analysis of support costs

	Activities 2024 £	Total funds 2024 £
Rent	13,698	13,698
General Expenses	1,785	1,785
Stationery	167	167
Insurance	967	967
Accountancy	2,395	2,395
Staff Training	1,043	1,043
Legal and Professional fees	242	242
Bank Charges	18	18
Fund raising expenditure	2,818	2,818
	23,133	23,133

BILLERICAY CATHOLIC PRE-SCHOOL**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024****6. Analysis of expenditure by activities (continued)****Analysis of support costs (continued)**

	<i>Activities 2023 £</i>	<i>Total funds 2023 £</i>
Rent	11,088	11,088
General Expenses	3,202	3,202
Stationery	538	538
Insurance	1,855	1,855
Accountancy	2,178	2,178
Staff Training	200	200
Legal and Professional fees	286	286
Bank Charges	135	135
Fund raising expenditure	1,084	1,084
	<u>20,566</u>	<u>20,566</u>

7. Independent examiner's remuneration

	2024 £	2023 £
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	<u>2,395</u>	<u>2,178</u>

8. Staff costs

	2024 £	2023 £
Wages and salaries	113,280	101,443
Social security costs	3,245	2,268
Contribution to defined contribution pension schemes	1,068	904
	<u>117,593</u>	<u>104,615</u>

BILLERICAY CATHOLIC PRE-SCHOOL**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024****8. Staff costs (continued)**

The average number of persons employed by the Charity during the year was as follows:

	2024 No.	2023 No.
Management	1	1
Employees	16	18
	17	19

No employee received remuneration amounting to more than £60,000 in either year.

The key management personnel of the charity comprises the Trustees and the Pre-School manager. The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the pre-school was £40,544.

9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2023 - £NIL).

During the year ended 31 August 2024, no Trustee expenses have been incurred (2023 - £NIL).

10. Debtors

	2024 £	2023 £
Due within one year		
Other debtors	416	419
Prepayments and accrued income	492	380
	908	799

11. Creditors: Amounts falling due within one year

	2024 £	2023 £
Other taxation and social security	2,740	923
Pension fund loan payable	245	165
Accruals and deferred income	2,395	2,178
	5,380	3,266

BILLERICAY CATHOLIC PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024

12. Statement of funds

Statement of funds - current year

	Balance at 1 September 2023 £	Income £	Expenditure £	Balance at 31 August 2024 £
Unrestricted funds				
General Funds - all funds	42,732	2,559	(2,912)	42,379
Restricted funds				
ECC Grants	-	91,484	(91,484)	-
Fees	30,877	46,626	(46,329)	31,174
	30,877	138,110	(137,813)	31,174
Total of funds	73,609	140,669	(140,725)	73,553

Statement of funds - prior year

	Balance at 1 September 2022 £	Income £	Expenditure £	Balance at 31 August 2023 £
Unrestricted funds				
General Funds - all funds	43,356	1,565	(2,189)	42,732
Restricted funds				
ECC Grants	-	92,206	(92,206)	-
Fees	10,933	50,729	(30,785)	30,877
	10,933	142,935	(122,991)	30,877
Total of funds	54,289	144,500	(125,180)	73,609

13. Summary of funds

BILLERICAY CATHOLIC PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024

13. Summary of funds (continued)

Summary of funds - current year

	Balance at 1 September 2023 £	Income £	Expenditure £	Balance at 31 August 2024 £
General funds	42,732	2,559	(2,912)	42,379
Restricted funds	30,877	138,110	(137,813)	31,174
	<u>73,609</u>	<u>140,669</u>	<u>(140,725)</u>	<u>73,553</u>

Summary of funds - prior year

	Balance at 1 September 2022 £	Income £	Expenditure £	Balance at 31 August 2023 £
General funds	43,356	1,565	(2,189)	42,732
Restricted funds	10,933	142,935	(122,991)	30,877
	<u>54,289</u>	<u>144,500</u>	<u>(125,180)</u>	<u>73,609</u>

14. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Current assets	47,759	31,174	78,933
Creditors due within one year	(5,380)	-	(5,380)
Total	<u>42,379</u>	<u>31,174</u>	<u>73,553</u>

Analysis of net assets between funds - prior period

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Current assets	45,998	30,877	76,875
Creditors due within one year	(3,266)	-	(3,266)
Total	<u>42,732</u>	<u>30,877</u>	<u>73,609</u>

BILLERICAY CATHOLIC PRE-SCHOOL

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024**

14. Analysis of net assets between funds (continued)

15. Transfers between funds

There were no transfers between funds during the year.

16. Pension commitments

"The group operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £1,068 (2023: £326) and amounts totaling £165 (2023: £165) were payable to the fund at the balance sheet date and are included in creditors.

17. Members' liability

Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £NIL for the debts and liabilities contracted before he/she ceases to be a member.

18. Related party transactions

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 August 2024.