

**Annual Report and Financial Statements**  
**for the year ended 31 August 2022**



**Annual Report and Financial Statements  
for the year ended 31 August 2022**

<b>Contents</b>	<b>Page</b>
Trustees' report	2 to 3
Examiner's report	4
Receipts and payments account	5
Statement of assets and liabilities	6
Notes to the accounts	7 to 8

## Baildon Village Pre School

### Trustees' report for the year ended 31 August 2022

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Jo Garbett	Chair	Appointed 16 November 2022
Trevor Slater	Secretary	Appointed 16 November 2022
Peter Moon	Treasurer	Appointed 16 November 2022
Claire Aaron-Zeb	Chair	Appointed 16 November 2022
Edward Arkell	Secretary	Resigned 16 November 2022
Richard Walton	Secretary	Resigned 16 November 2022
Emily Groves	Treasurer	Resigned 16 November 2022
Kerri Jackson		Resigned 16 November 2022
Natasha Gibbs		Appointed 16 November 2022
Lauren Crease		Appointed 16 November 2022
Zoe Smith		Appointed 16 November 2022
Mandy Bruce		Appointed 16 November 2022
Sarah Wilkinson		Appointed 16 November 2022

#### Advisers:

Sarah Scholfield	OFSTED Adviser	Resigned 16 November 2022
Rachel James		Resigned 16 November 2022
Gillian Wood		Resigned 16 November 2022
Nicola Kettlewell		Resigned 16 November 2022
Naomi Haworth		Resigned 16 November 2022

Charity number 1038776 Registered in England and Wales

#### Registered and principal address

c/o Baildon Methodist Church  
Newton Way  
Baildon BD17 5NH  
HSBC UK Bank plc  
1 Well Croft  
Shipley BD18 3QH

#### Bankers

#### Independent examiner

Rhys North ACA  
West Yorkshire Community Accountancy Service CIO  
Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

#### Structure, governance and management

The charity is governed by a constitution adopted on 19 April 1994 as amended 10 July 2014.

#### Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

# Baldon Village Pre School

## Trustees' report (continued) for the year ended 31 August 2022

### Objectives and activities

#### The charity's objects

To enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

#### The charity's main activities

Baldon Village Pre-school (BVPS) provides a community-based education for children aged 2 to 4 years which was rated as 'Good' by Ofsted's last inspection. The Pre-school serves a diverse local community, welcoming any child regardless of race, creed, gender, culture or disability. The children enjoy a wide variety of activities at Pre-school for example: crafts, construction, role play, language, number and motor skills as well as activities to encourage hand - eye coordination. All the activities form the foundations on which the more formal world of nursery and school can be built. "Learning through play" is our motto. The Pre School Alliance Constitution is our governing document.

#### Public benefit statement

In setting our objectives and planning our activities, our trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of education through the provision of a safe environment for children between the ages of 2 and 4 years to learn through play.

#### Achievements and performance

Throughout the year, BVPS has operated at near full capacity when possible. BVPS remained open safely throughout the Coronavirus pandemic to support the needs of the children who attend the Pre-school and support any key workers who had childcare needs as flexibly as possible. We achieved a good rating after our recent Ofsted and staff continue to improve their skills and knowledge and have attended training in safeguarding, SEND and one member of staff completed Early Years Professional Development Programme. Our aim is to continue providing a good quality of care at an affordable price.

#### Financial review

The net payments for the year was £10,147, all of which related to unrestricted funds.

#### Reserves policy

The charity's free reserves, at the year end were £0. The following levels of cash reserves are currently felt to be appropriate, based on current staffing levels and occupancy rates:  
To cover redundancy and other costs associated with closure: £20,000  
To act as short term working capital, to cover fluctuations in receipts or payments or short term reductions in occupancy levels: £5,000  
Trustees recognise that the current level of reserves exceed the target level of reserves. Given this position a review of the reserves, as well as the reserves policy, is planned in the new financial year in order to both plan for and take, where necessary, any needed actions.

Approved by the board of trustees on 13 April 2023

Signed: (Trustee)

Name: PETER MASON





**Baildon Village Pre School**  
**Independent examiner's report to the trustees of Baildon Village Pre School**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 August 2022, which are set out on pages 5 to 8.

**Responsibilities and basis of report**

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act;
- 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: ..... Name: Rhys North ACA

Date: .....

**West Yorkshire Community Accountancy Service CIO**  
Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

# **Baldon Village Pre School** **Receipts and payments account** **for the year ended 31 August 2022**

Notes

	2022	2021
<b>Receipts</b>	<b>funds</b>	<b>funds</b>
Donations	£	£
Contract income and fees	-	30
Fundraising	114,787	117,789
Interest received	30	243
Other income	16	4
<b>Total receipts</b>	<b>115,311</b>	<b>118,066</b>
<b>Payments</b>		
Salaries and NI	88,820	72,512
Staff training and uniforms	504	741
DBS checks	189	228
Rent and Rates	29,118	23,625
OFSTED inspection fee	35	-
Refreshments	856	1,013
Equipment and materials	1,849	1,586
Repairs and renewals	231	278
Stationery, printing and postage	393	601
Insurance	646	644
Mobile phone	315	302
Accountancy	1,826	1,295
Website	156	96
Independent examination	480	480
Bank charges	40	-
<b>Total payments</b>	<b>125,458</b>	<b>103,401</b>
<b>Net receipts / (payments)</b>	<b>(10,147)</b>	<b>14,665</b>
<b>Fund balances brought forward</b>	<b>55,958</b>	<b>41,293</b>
<b>Fund balances carried forward</b>	<b>45,811</b>	<b>55,958</b>

(3)

(2)

# **Baldon Village Pre School** **Statement of assets and liabilities** **as at 31 August 2022**

	2022	2021
<b>Cash funds</b>		
Cash at bank	45,742	55,883
Cash in hand	69	75
<b>Total cash funds</b>	<b>45,811</b>	<b>55,958</b>
<b>Debtors and prepayments</b>		
Debtors - Fees	300	300
	£	£
<b>2022</b>	<b>300</b>	<b>300</b>
<b>Assets retained for the charity's own use</b>		
Play equipment		
Shelving and Tables		
Computer		
Camera equipment		
<b>Liabilities</b>		
Accruals - Independent examination	480	
Taxation and social security	490	
Other creditors	161	
	<b>1,131</b>	

The financial statements were approved by the board of trustees on **13 April 2023**.

Signed: *Peter Moon* (Trustee)

Name: *PETER MOON*

*Peter Moon*

*13 April 2023*



# **Baildon Village Pre School**

## **Notes to the accounts**

**for the year ended 31 August 2022**

### **1 Accounting policies**

#### **Basis of accounting**

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

#### **Taxation**

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

#### **Fund accounting**

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

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

# Baldon Village Pre School

## Notes to the accounts continued

### for the year ended 31 August 2022

#### 2 Fundraising

2022	2022	2022	2021
Unrestricted funds	Restricted funds		Total funds
£	£	£	£
30	-	-	138
30	-	-	105
30	-	30	243

Baldon at Christmas  
Clothes sale  
Other

#### 3 Staff costs and numbers

2022	2021
Gross salaries	£
Social security costs	87,462
Employment allowance	4,814
Pensions	(4,307)
	851
	88,820
	72,512

The average number employees during the year was 6.7, being an average of 5 full time equivalent (2021: 6.1, 4.3 FTE). There were no employees with emoluments above £60,000.

#### Defined contribution pension scheme

2020	2021
Costs of the scheme to the charity for the year	£
Amount of any contributions outstanding at the year end	851
	302
	17

#### 4 Related party transactions

##### Trustee expenses

No trustee received any expenses during this year or the previous year.

##### Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.