

CHARITY NUMBER: 1040505

HARDEN PRE-SCHOOL

**REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020**

**HARDEN PRE-SCHOOL
YEAR ENDED 31 AUGUST 2020**

CONTENTS

	Page
LEGAL AND ADMINISTRATIVE INFORMATION	1
INDEPENDENT EXAMINER'S REPORT	2
TRUSTEES REPORT	3 - 4
STATEMENT OF FINANCIAL ACTIVITIES	5
BALANCE SHEET	6
NOTES TO THE ACCOUNTS	7 - 11
DETAILED INCOME AND EXPENDITURE REPORT	12

**HARDEN PRE-SCHOOL
YEAR ENDED 31 AUGUST 2020**

LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NUMBER: 1040505

TRUSTEES:

John Miles	
Celine Kicks (previously Varty)	
Rebecca Routh	
Helen Rayner	
Juliet Vo	
Melanie Murley	
Gemma Edwards	(Resigned 3/7/20)
Candice Kormoczi	(Appointed 6/11/19)
Ruth Viqueira	(Resigned 6/11/19)
Nichola Wright	(Resigned 6/11/19)
Claire Khan	(Resigned 6/11/19)
Cheryl Edmondson	(Resigned 6/11/19)
Laura Wiggan	(Resigned 6/11/19)

PRINCIPAL ADDRESS:

The Memorial Hall
Harden
Bingley
West Yorkshire
BD16 1JP

REPORTING ACCOUNTANTS:

Wilkinson and Partners
Chartered Accountants
Fairfax House
6A Mill Field Road
Cottingley Business Park
Bingley
West Yorkshire
BD16 1PY

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE HARDEN PRE-SCHOOL - CHARITY NUMBER 1040505

This report is in respect of the accounts for the year ended 31 August 2020, set out on pages 3 to 11.

Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 44 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility:

- i. to examine the accounts under section 145 of the Charities Act.
- ii. to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- iii. to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

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

Signed:
Mr P Raistrick
Wilkinson and Partners
Chartered Accountants
Fairfax House
6a Mill Field Road
Bingley, BD16 1PY

Dated: 18th November 2020

**HARDEN PRE-SCHOOL
YEAR ENDED 31 AUGUST 2020**

TRUSTEES ANNUAL REPORT

OBJECTIVES AND ACTIVITIES

The objectives of the Pre-school are to enhance the development of children under the statutory school age by encouraging parents to understand and provide for the needs of their children through our committee group.

The Pre-school achieves its objectives by providing education over nine sessions each week in our community building, providing a caring learning environment for a maximum of 40 children aged 2-4 years old in each session within two different classes.

On 1st April 2018 Harden Pre-school began the process of taking over Harden Memorial Hall as a Community Asset transfer from Bradford Council. This is still processing through the solicitor but we no longer pay the council rent, we receive any revenue from private hire and are responsible for the up keep and maintaining the building.

In performing the above activities, the trustees have had regard to the guidance issued by the Charities Commission on public benefit.

FINANCIAL REVIEW

At 31 August 2020 the charity held reserves of £125,768 (2019: £121,637).

It is the policy of the charity to hold sufficient reserves such that it could continue to operate should there be a reduction in the number of children attending or a need to move premises, as the future of the community building is the subject of discussion with the local authority.

The trustees consider that the level of reserves currently held is currently excessive and are in the process of reducing reserves through increased investment in staff and infra-structure.

Other than the reference made above to discussions with the local authority regarding the community building, there are no further significant concerns about the charity continuing as a going concern.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Pre-school was established by a constitution adopted on 29 March 1994, amended on 11 June 1996 and 12 February 2001. More recently the Pre-school has adopted the 2011 constitution on 29 November 2013. The organisation was registered as a charity on 1 September 1994.

Trustees are appointed from time to time, in accordance with the constitution, in order to provide management and direction for the Pre-school.

**HARDEN PRE-SCHOOL
YEAR ENDED 31 AUGUST 2020**

TRUSTEES ANNUAL REPORT (CONTINUED)

TRUSTEES

The Trustees who acted during the year were as follows.

John Miles
Celine Kicks (previously Varty)
Rebecca Routh
Helen Rayner
Juliet Vo
Melanie Murley
Gemma Edwards
Candice Kormoczi
Ruth Viqueira
Nichola Wright
Claire Khan
Cheryl Edmondson
Laura Wiggan

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Under the Charities Act 2011, the trustees of the Pre-school are required to prepare a statement of financial activities and a balance sheet for each financial year.

In addition the trustees are responsible for keeping proper accounting records which are sufficient to show and explain the charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Pre-school. They are also responsible for the safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud or other irregularities.

DECLARATION

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

..... John Miles - Chair Person

..... Celine Kicks - Secretary

18th November 2020

HARDEN PRE-SCHOOL
YEAR ENDED 31 AUGUST 2020

STATEMENT OF FINANCIAL ACTIVITIES

	Note	Unrestricted funds 2020 £	Restricted income funds 2020 £	Total funds 2020 £	Prior Year funds 2019 £
Incoming resources					
Grants		107,732		107,732	114,581
Charitable activities		30,461		30,461	40,640
Fundraising		1,713		1,713	3,927
Other income		1,387		1,387	537
Total		141,293		141,293	159,686
Resources expended					
Charitable activities		137,030		137,030	140,100
Fundraising		132		132	573
Other					
Total		137,162		137,162	140,673
Net Income/(expenditure) before investment gains/(losses)		4,131		4,131	19,013
Transfers between funds					
Net movement in funds		4,131		4,131	19,013
Total funds brought forward		121,637		121,637	102,624
Total funds carried forward		125,768		125,768	121,637

**HARDEN PRE-SCHOOL
YEAR ENDED 31 AUGUST 2020**

BALANCE SHEET

	Note	Unrestricted funds 2020 £	Restricted income funds 2020 £	Total funds 2020 £	Prior Year funds 2019 £
Current assets					
Cash at Bank and in hand		135,736		135,736	131,843
Total current assets		<u>135,736</u>		<u>135,736</u>	<u>110,605</u>
Creditors: amounts falling due within one year		<u>9,968</u>		<u>9,968</u>	<u>10,206</u>
Net current assets		<u>125,767</u>		<u>125,767</u>	<u>121,637</u>
Funds of the Charity					
Restricted income funds					
Unrestricted funds		<u>125,768</u>		<u>125,768</u>	<u>121,637</u>
		<u>125,768</u>		<u>125,768</u>	<u>121,637</u>

The financial statements were approved by the trustees on 18th November 2020 and signed on their behalf by:

..... John Miles - Chair Person

..... Celine Kicks - Secretary

NOTES TO THE FINANCIAL STATEMENTS

1 BASIS OF PREPARATION

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 and with the Charities Act 2011.

1.2 Going concern

The trustees consider that the charity is a going concern and these accounts have been prepared on that basis.

1.3 Change of accounting policy

The accounts present a true and fair view and the accounting policies adopted are those outlined in note 2.

1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period.

1.5 Material prior year errors

No material prior year errors have been identified in the reporting period.

2 ACCOUNTING POLICIES

2.2 Income

Recognition of income

Income is included in the Statement of Financial Activities (SoFA) when:

- i. the charity becomes entitled to the resources
- ii. it is more likely than not that the trustees will receive the resources
- iii. The monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenditure, unless required or permitted by the FRS 102 SORP or FRS102.

NOTES TO THE FINANCIAL STATEMENTS

2.2 Income (continued)

Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met.

2.3 Expenditure and liabilities

Liability recognition

Liabilities are recognised where it is a more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Creditors

The charity has creditors which are measured at the settlement amounts less any trade discounts.

Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

2.4 Assets

The charity has no material assets other than the cash reserves which it held at the year end.

**HARDEN PRE-SCHOOL
YEAR ENDED 31 AUGUST 2020**

NOTES TO THE FINANCIAL STATEMENTS

3 ANALYSIS OF INCOME	Unrestricted funds 2020 £	Restricted income funds 2020 £	Total funds 2020 £	Prior Year funds 2019 £
Donations & legacies				
Nursery grants	99,067		99,067	113,925
Other grants	8,665		8,665	656
Total	107,732		107,732	114,581
Charitable activities				
Nursery fees	20,818		20,818	29,986
Fundraising	1,713		1,713	3,927
Other charitable activities	11,030		11,030	11,191
Total	33,561		33,561	45,105
Total Income	141,293		141,293	159,686
4 ANALYSIS OF GRANTS RECEIVED			2020 £	2019 £
Bradford MDC - Nursery Grants			99,067	113,925
Early Years				
Apprentice grant				
Other grants			8,665	656
			107,732	114,581

HARDEN PRE-SCHOOL
YEAR ENDED 31 AUGUST 2020

NOTES TO THE FINANCIAL STATEMENTS

5 ANALYSIS OF EXPENDITURE	Unrestricted funds 2020 £	Restricted income funds 2020 £	Total funds 2020 £	Prior Year funds 2019 £
Expenditure on raising funds				
Fundraising costs	132		132	573
Total	132		132	573
Expenditure on Charitable activities				
Salaries and wages	111,672		111,672	109,960
Utility costs	12,019		12,019	13,968
Grant expenditure	1,194		1,194	956
Administration costs	2,685		2,685	2,539
Equipment and resources	979		979	1,689
Professional fees	1,038		1,038	1,008
Other costs	7,443		7,443	9,980
Total	137,030		137,030	140,100
Total Expenditure	137,162		137,162	140,673

6 DETAILS OF CERTAIN TYPES OF EXPENDITURE

6.1 Fees for examination of the accounts	2020 £	2019 £
Independent examiner's fees	1,038	1,008
	1,038	978

7 PAID EMPLOYEES	2020 £	2019 £
Salaries and wages	106,234	104,737
Social security costs	4,207	4,305
Pension contributions	1,231	918
	111,672	109,960

All employees relate to charitable activities.

No employees were paid in excess of £60,000 during the period.

	2020	2019
Average head count in the year	12	12

HARDEN PRE-SCHOOL
YEAR ENDED 31 AUGUST 2020

NOTES TO THE FINANCIAL STATEMENTS

8 CREDITORS AND ACCRUALS

	2020	2019
	£	£

8.1 Analysis of creditors

Trade creditors		
Deferred income	6,598	6,378
Accruals	1,038	1,008
Wages and PAYE	2,332	2,820
	<u>9,968</u>	<u>10,206</u>

8.2 Deferred income

Grants received in advance	<u>6,598</u>	<u>6,378</u>
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9 CASH AT BANK AND IN HAND

	2020	2019
	£	£
Bank deposit account	70,000	70,000
Bank current account	65,738	61,843
	<u>135,738</u>	<u>131,843</u>

10 FUNDS OF THE CHARITY

	2020	2019
	£	£
Unrestricted funds at the beginning of the period	121,637	102,624
Net movement in funds during the period	4,131	19,013
Unrestricted funds at the end of the period	<u>125,768</u>	<u>121,637</u>

HARDEN PRE-SCHOOL
YEAR ENDED 31 AUGUST 2020

DETAILED INCOME AND EXPENDITURE ACCOUNT

	2020	2019
	£	£
Income		
Nursery fees	20,818	29,986
Nursery grants	99,067	113,925
Other grants	8,665	656
Fundraising	1,713	3,927
Fruit	1,453	2,669
Sweatshirts	601	914
Photographs	71	62
Harden Memorial Hall hire	7,518	7,010
Other income	1,387	537
	<u>141,293</u>	<u>159,686</u>
Less: Expenditure		
Wages and salaries	110,441	109,042
Pension Contributions	1,231	918
Equipment	979	1,626
Grant expenditure	1,194	956
Fundraising costs	132	573
Property repairs & improvement	1,505	2,814
Light & heat	7,829	8,259
Rates and water	1,884	2,094
Insurance	801	801
Stationery	1,187	1,221
Computer & website costs	987	1,320
Telephone	1,458	1,278
Refreshments	600	824
Craft materials	0	63
CRB & Ofsted costs	224	164
Compliance costs	1,884	1,538
Staff training	803	2,720
Sundry expenses	1,291	1,121
Subscriptions	40	40
Cleaning	533	1,005
Sweatshirts	753	905
Trip costs	368	383
Accountancy fees	1,038	1,008
	<u>137,162</u>	<u>140,673</u>
(Deficit)/Surplus for the period	<u>4,131</u>	<u>19,013</u>