

9 MAY 2022

**Report of the Trustees and
Financial Statements for the Year Ended 31 August 2021
for
Jack & Jill Pre-School**

Jack & Jill Pre-School

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for the Year Ended 31 August 2021**

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Jack & Jill Pre-School
Report of the Trustees
for the Year Ended 31 August 2021

The trustees present their report with the financial statements of the charity for the year ended 31 August 2021. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

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.

Significant activities

The charity provides daycare for 3-5 year olds and wrap around care for children aged 2-12 years old.

FINANCIAL REVIEW

Reserves policy

At Jack and Jill preschool we are aware of the continuously changing needs and circumstances of the group. In order to help safe-guard against any unforeseen circumstances we feel it is necessary to maintain a reserve account. We would like to accumulate approximately three months running costs in the reserve and for the purpose of this calculation we will take one months running costs to be £24,000. The money in the reserve account may be used to help cover the settings overheads where necessary. Where possible the setting will accumulate funds to help cover expenses such as staff training and exit funds.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Organisational structure

The members of the Management Committee are as follows:

Sandra Hawkins	Chairman
Melanie Bullen	Treasurer
Lynne Batchelor	Secretary
Catherine Monk	Member
Anne-Marie Romaine	Member
Jo Parry	Member

Trustees and Management Committee members self-nominate for roles and are voted in at the charity's Annual General Meeting.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1042803

Principal address

Littlehaven Infant school
Hawkesbourne Road
Horsham
West Sussex
RH12 4EH

Jack & Jill Pre-School
Report of the Trustees
for the Year Ended 31 August 2021

Trustees

Trustees

Mrs M Bullen Treasurer (resigned 27.9.21)
Miss S Hawkins Chairperson (resigned 25.9.20)
Miss L Batchelor Chairperson
Mrs J Parry (appointed 25.9.20) (resigned 27.9.21)
K Coulthard Treasurer (appointed 1.9.21)
C Monk Secretary (appointed 2.11.21)
A Romaine (appointed 2.11.21)

P R Collins

FCA

Warren House Accountants Limited

4 The Courtyard

Holmsted Farm

Staplefield Road

Cuckfield

West Sussex

RH17 5JF

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland"

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to 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 board of trustees on 26/04/22 and signed on its behalf by:



K Coulthard - Trustee

**Independent Examiner's Report to the Trustees of
Jack & Jill Pre-School**

Independent examiner's report to the trustees of Jack & Jill Pre-School

I report to the charity trustees on my examination of the accounts of Jack & Jill Pre-School (the Trust) for the year ended 31 August 2021.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all 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 Trust as required by section 130 of the 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.



PR Collins FCA
Warren House Accountants Limited
4 The Courtyard
Holmsted Farm
Staplefield Road
Cuckfield
West Sussex
RH17 5JF

Date: 9th May 2022

Jack & Jill Pre-School

**Statement of Financial Activities
for the Year Ended 31 August 2021**

		31.8.21 Unrestricted fund £	31.8.20 Total funds £
	Notes		
INCOME AND ENDOWMENTS FROM			
Donations and legacies		139,906	139,875
Other trading activities	2	70,872	77,368
Investment income	3	6	30
Total		<u>210,784</u>	<u>217,273</u>
 EXPENDITURE ON			
Raising funds		993	249
Charitable activities			
Salaries & social security		160,884	191,782
Staff training and development		1,479	1,240
Rent		17,400	18,533
Expenditure on charitable activities		2,529	2,425
Office costs		17,401	24,314
Insurance		1,916	1,897
Depreciation		7,752	7,691
Total		<u>210,354</u>	<u>248,131</u>
 NET INCOME/(EXPENDITURE)		<u>430</u>	<u>(30,858)</u>
 RECONCILIATION OF FUNDS			
Total funds brought forward		157,442	188,300
 TOTAL FUNDS CARRIED FORWARD		<u><u>157,872</u></u>	<u><u>157,442</u></u>

The notes form part of these financial statements

Jack & Jill Pre-School

**Balance Sheet
31 August 2021**

	Notes	31.8.21 Unrestricted fund £	31.8.20 Total funds £
FIXED ASSETS			
Tangible assets	7	50,715	57,723
CURRENT ASSETS			
Debtors	8	19,088	17,669
Cash at bank and in hand		107,923	101,824
		<u>127,011</u>	<u>119,493</u>
CREDITORS			
Amounts falling due within one year	9	(19,854)	(19,774)
		<u>107,157</u>	<u>99,719</u>
NET CURRENT ASSETS			
		<u>157,872</u>	<u>157,442</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		<u>157,872</u>	<u>157,442</u>
NET ASSETS			
		<u>157,872</u>	<u>157,442</u>
FUNDS	10		
Unrestricted funds		<u>157,872</u>	<u>157,442</u>
TOTAL FUNDS		<u>157,872</u>	<u>157,442</u>

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:


K Coulthard - Trustee

The notes form part of these financial statements

**Notes to the Financial Statements
for the Year Ended 31 August 2021**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer Equipment - 33% Straight Line
Short Lease Premium - 10% Straight Line
Fixtures & Fittings - 25% Reducing balance

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

Jack & Jill Pre-School

Notes to the Financial Statements - continued for the Year Ended 31 August 2021

2. OTHER TRADING ACTIVITIES

	31.8.21	31.8.20
	£	£
Fundraising events	3,028	1,265
Session fees	65,530	75,757
Other income	2,314	346
	<u>70,872</u>	<u>77,368</u>

3. INVESTMENT INCOME

	31.8.21	31.8.20
	£	£
Deposit account interest	<u>6</u>	<u>30</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2021 nor for the year ended 31 August 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2021 nor for the year ended 31 August 2020.

5. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.8.21	31.8.20
Pre school assistance	<u>8</u>	<u>11</u>

No employees received emoluments in excess of £60,000.

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	139,875
Other trading activities	77,368
Investment income	<u>30</u>
Total	217,273
EXPENDITURE ON	
Raising funds	249
Charitable activities	
Salaries & social security	191,782
Staff training and development	1,240
Rent	18,533
Expenditure on charitable activities	<u>2,425</u>

Jack & Jill Pre-School

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2021**

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £
Office costs	24,314
Insurance	1,897
Depreciation	7,691
	<hr/>
Total	248,131
	<hr/>
NET INCOME/(EXPENDITURE)	(30,858)
	<hr/>
RECONCILIATION OF FUNDS	
Total funds brought forward	188,300
	<hr/>
TOTAL FUNDS CARRIED FORWARD	<u>157,442</u>

7. TANGIBLE FIXED ASSETS

	Short leasehold £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 September 2020	74,364	200	1,210	75,774
Additions	-	744	-	744
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 August 2021	74,364	944	1,210	76,518
	<hr/>	<hr/>	<hr/>	<hr/>
DEPRECIATION				
At 1 September 2020	17,351	29	671	18,051
Charge for year	7,437	58	257	7,752
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 August 2021	24,788	87	928	25,803
	<hr/>	<hr/>	<hr/>	<hr/>
NET BOOK VALUE				
At 31 August 2021	49,576	857	282	50,715
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 August 2020	57,013	171	539	57,723
	<hr/>	<hr/>	<hr/>	<hr/>

Jack & Jill Pre-School

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2021**

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.21	31.8.20
	£	£
Trade debtors	17,759	16,408
Prepayments	1,329	1,261
	<u>19,088</u>	<u>17,669</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.21	31.8.20
	£	£
Taxation and social security	-	520
Other creditors	19,854	19,254
	<u>19,854</u>	<u>19,774</u>

10. MOVEMENT IN FUNDS

	At 1.9.20	Net movement in funds	At 31.8.21
	£	£	£
Unrestricted funds			
General fund	157,442	430	157,872
	<u>157,442</u>	<u>430</u>	<u>157,872</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	210,784	(210,354)	430
	<u>210,784</u>	<u>(210,354)</u>	<u>430</u>

Comparatives for movement in funds

	At 1.9.19	Net movement in funds	At 31.8.20
	£	£	£
Unrestricted funds			
General fund	188,300	(30,858)	157,442
	<u>188,300</u>	<u>(30,858)</u>	<u>157,442</u>

Notes to the Financial Statements - continued
for the Year Ended 31 August 2021

10. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	217,273	(248,131)	(30,858)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>217,273</u>	<u>(248,131)</u>	<u>(30,858)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.9.19 £	Net movement in funds £	At 31.8.21 £
Unrestricted funds			
General fund	188,300	(30,428)	157,872
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>188,300</u>	<u>(30,428)</u>	<u>157,872</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	428,057	(458,485)	(30,428)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>428,057</u>	<u>(458,485)</u>	<u>(30,428)</u>

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2021.

Jack & Jill Pre-School

**Detailed Statement of Financial Activities
for the Year Ended 31 August 2021**

	31.8.21 £	31.8.20 £
INCOME AND ENDOWMENTS		
Donations and legacies		
WSCC funding	139,906	139,875
Other trading activities		
Fundraising events	3,028	1,265
Session fees	65,530	75,757
Other income	2,314	346
	<hr/> 70,872	<hr/> 77,368
Investment income		
Deposit account interest	<hr/> 6	<hr/> 30
Total incoming resources	210,784	217,273
 EXPENDITURE		
Other trading activities		
Fundraising costs	-	249
Project costs	993	-
	<hr/> 993	<hr/> 249
Charitable activities		
Wages	160,884	191,782
Insurance	1,916	1,897
Telephone	2,162	2,076
Postage and stationery	1,022	1,770
Staff training	1,479	1,240
Rent	17,400	18,533
Activities & Equipment	2,529	2,425
Office costs	8,084	14,949
Sundry	1,337	658
Professional fees	4,305	4,575
Depreciation of tangible fixed assets	7,752	7,691
Bank interest	491	286
	<hr/> 209,361	<hr/> 247,882
Total resources expended	210,354	248,131
Net income/(expenditure)	<hr/> 430	<hr/> (30,858)

This page does not form part of the statutory financial statements