

# SHENLEY CHURCH END PRE-SCHOOL

England & Wales · Charity number 1045109

## Details

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**Other names** SHENLEY CHURCH END PLAYGROUP

**Status** Registered

**Legal form** Other

**Registered** 1995-03-20

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Shenley Leisure Centre  
Burchard Crescent  
Shenley Church End  
Milton Keynes  
MK5 6HF

**Phone** 01908340850

**Email** [enquiries@shenleychurchendpreschool.org](mailto:enquiries@shenleychurchendpreschool.org)

**Website** [shenleychurchendpreschool.org](http://shenleychurchendpreschool.org)

## Activities

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**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:** Continued Early Years provision for the year according to our charitable objectives.

## Classification

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

## Geography

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- Milton Keynes

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	-	-	-	-
2023-08-31	£132,619	£113,909	-	-
2022-08-31	£93,870	£91,994	-	-
2021-08-31	£83,741	£70,303	-	-
2020-08-31	£61,392	£63,628	-	-
2019-08-31	£81,656	£94,397	-	-

## Trustees

Name	Role	Appointed
<b>Donna Marie Upton</b>	Chair	2023-09-21
Lucia Oakes		2023-09-21
Sarah Langrish		2021-10-18

**SHENLEY CHURCH END PRE-SCHOOL**

England & Wales - Charity number 1045109

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# Accounts

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# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	22	NOV	2022	<b>To</b>	21	SEP	2023

## Section A Reference and administration details

**Charity name** SHENLEY CHURCH END PRE-SCHOOL

**Other names charity is known by**

**Registered charity number (if any)** 1045109

**Charity's principal address** SHENLEY LEISURE CENTRE, BURCHARD CRESCENT,  
SHENLEY CHURCH END, MILTON KEYNES  
  
**Postcode** MK5 6HF

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	ODESSA SHERREARD	CHAIRPERSON		SHENLEY CHURCH END PRE-SCHOOL
2	ALICE SULAJ	TREASURER		SHENLEY CHURCH END PRE-SCHOOL
3	SARAH LANGRISH	SECRETARY		SHENLEY CHURCH END PRE-SCHOOL
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year


**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Unincorporated charity
Trustee selection methods (eg. appointed by, elected by)	Election at AGM from family and associate members

**Additional governance issues (Optional information)**

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>There is a child protection policy in place. All staff, committee and volunteers are checked through the Disclosure and Barring Services and are required to sign up to the DBS online Update Service. For staff, these checks are carries out on a regular basis in line with statutory requirements.</p> <p>All committee members give their time voluntarily and receive no remuneration or other benefits.</p>
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**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

- to provide a happy, stimulating and safe environment for children, staff and parents
- to facilitate the development of lively enquiring minds, encouraging positive attitudes and independence towards learning
- to achieve high standards, enabling each child to develop their full potential and learn through play
- to provide a broad, relevant curriculum reflecting the needs of the individual child and fulfilling the requirements of the pre-school curriculum
- to provide opportunities for fun and friendship in a caring environment
- to support the important role of parents/carers in their young child's education
- to maintain an orderly, yet happy and purposeful learning environment which will challenge and motivate the children in our care
- to include and value the contribution of all our families to our understanding of equality and diversity

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

In planning our activities for the year we kept in mind the Charity Commission guidance on public benefit at our committee meetings. The focus of our activities is based around the EYFS which has enabled us to reflect and review our impact on the learning and development of all our children. We continue to provide a variety of resources for children and a range of learning possibilities. Continued provision in line with the charity's objectives. Offering fee paying and free (through government nursery funding) early years sessions. Children in our care can be with us from the age of two years to the end of the academic year after their fourth birthday. We aim to be an inclusive setting offering childcare (both funded and paid for sessions) for all children including those with Special Educational Needs.

**Additional details of objectives and activities (Optional information)**

We also provide work experience for the local high school students.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

We provide regular, weekly PE sessions in liaison with Denbigh High School (using one of their astroturf pitches) to promote the children's gross motor skills.

We also use one of the Leisure Centre's Dance Studios, weekly, to promote physical activity and improve the children's gross motor skills.

We liaise with a St Mark's Charity to enable us to provide food boxes for families in need.

We have just started a monthly coffee morning for our parents to facilitate friendships for those families new to the area or who are struggling. During the coffee morning we handed out leaflets from the charity Better Housing Better Health on energy efficiency and fuel poverty to encourage any families who are struggling to find free help and advice.

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## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

See policy statement in Annual Accounts

**Details of any funds materially in deficit**

N/a

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our main source of funds has been the Government funding for 2 - 4 year olds.

Due to working within government ratios for the majority of our children and reducing spending, we have managed to replace some of the funds in our Reserve Account during the financial year. Reserve Account funds are still slightly lower than they were a few years ago.

Following an Ofsted rating of Requires Improvement, we are unable to claim Two-Year-Old Funding for any new children with this funding. Hopefully, the impact of this will not be too significant.

We are constantly looking at ways to improve child numbers attending.

We finished the previous year with a small amount of outstanding session fees but repayment plans were put in place and these have now been fully repaid.

This year there is also a small amount of outstanding fees and we are in discussion with the family involved regarding a repayment plan.

We are starting the new academic year with very low child numbers so will be needing to use some of the funds in the Reserve Account to pay some staff wages until child numbers increase. We currently have a high staff ratio in sessions due to the high number of SEN children attending and are waiting for confirmation of the amount of inclusion funding that we will receive to reimburse us for the extra staff in session who are providing due care and attention for these children .

## Section F

## Other optional information

To continue fundraising to allow us to offer our families an extended range of learning activities and experiences.

## Section G

## Declaration

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

**Signed on behalf of the charity's trustees**

<b>Signature(s)</b>		
<b>Full name(s)</b>		
<b>Position (eg Secretary, Chair, etc)</b>		
<b>Date</b>		

**SHENLEY CHURCH END PRE-SCHOOL**  
**REGISTERED CHARITY NUMBER : 1045109**

**UNAUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2023**

<b>INCOME</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>TOTAL</b>
SESSION FEES	1266.50	830.75	1398.75	732.00	1540.25	3452.75	817.25	1368.50	1152.00	1975.00	44.00	607.00	<b>15184.75</b>
REGISTRATION FEES	15.00	15.00	30.00	15.00	0.00	0.00	0.00	15.00	0.00	0.00	0.00		<b>90.00</b>
EARLY D-O/LATE P-U	140.00	100.00	93.00	136.00	172.00	426.00	205.00	211.00	80.00	564.00		168.00	<b>2295.00</b>
ENRICHMENT FEES	70.00	45.00	51.00	44.00	179.00	66.00	57.00	51.00	105.00	140.00	6.00	6.00	<b>820.00</b>
UNIFORM	60.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		<b>60.00</b>
PHOTOS		0.00		0.00			0.00	0.00		0.00	91.00		<b>91.00</b>
EVENTS/FUNDRAISING		0.00	18.00	45.00	0.00		0.00	0.00	0.00	0.00	0.00		<b>63.00</b>
DONATIONS	0.00			0.00				0.00					<b>0.00</b>
GRANTS	5337.15	7378.65	13046.25	11466.06	8703.06	9901.41	13276.54	7105.54	14652.04	8534.44	11814.22	2710.17	<b>113925.53</b>
OTHER	0.00	0.00	0.00	45.75	29.10	14.98				0.00			<b>89.83</b>
<b>TOTAL</b>	<b>6888.65</b>	<b>8369.40</b>	<b>14637.00</b>	<b>12483.81</b>	<b>10623.41</b>	<b>13861.14</b>	<b>14355.79</b>	<b>8751.04</b>	<b>15989.04</b>	<b>11213.44</b>	<b>11955.22</b>	<b>3491.17</b>	<b>132619.11</b>

<b>EXPENDITURE</b>													
WAGES/TAX	6516.44	6128.30	6338.44	6636.49	5740.27	7320.29	6608.13	7776.10	8356.23	8332.33	8997.29	8363.70	<b>87114.01</b>
RENT	1631.00	1223.25	1794.10	978.60	1631.00	1223.25	1875.65	1135.00	2087.00	2301.50	0.00	1617.50	<b>17497.85</b>
EVENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36.00		<b>36.00</b>
STATIONERY/POSTAGE OFFICE	15.25	0.00	0.00	0.00	0.00	6.85	0.00	0.00	10.79	16.94	0.00		<b>49.83</b>
EQUIP/SUPPLIES	0.00	0.00	0.00	0.00	0.00	55.89	0.00	0.00	0.00	426.98	0.00	24.99	<b>507.86</b>
UNIFORM	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	<b>0.00</b>
PHOTOS/DVDS	0.00			0.00			0.00	0.00	0.00	0.00	0.00		<b>0.00</b>
RESOURCES	92.86	26.27	137.13	0.00	68.20	204.15	770.25	0.00	335.12	290.53	191.15	612.90	<b>2728.56</b>
INSURANCE							0.00	0.00	1206.15	0.00	0.00		<b>1206.15</b>
REGISTRATIONS/ FEES	81.89	0.00	126.89		49.29	0.00	0.00	0.00	0.00	30.00	0.00	0.00	<b>288.07</b>
TRAINING	123.48	176.28	178.48	300.00	0.00	256.00	72.00	451.00	101.99	72.00	72.00	72.00	<b>1875.23</b>
SOFTWARE	90.00	82.80	82.80	82.80	82.80	82.80	176.40	154.66	96.90	96.90	176.89	96.90	<b>1302.65</b>
KITCHEN/CLEANING	0.00	61.81	166.78	0.00	142.99	54.89	15.00	0.00	26.00	87.81	0.00	6.25	<b>561.53</b>
OTHER	5.00	10.76	5.00	5.00	122.79	44.33	119.69	204.99	29.98	15.98	5.00	172.94	<b>741.46</b>
<b>TOTAL</b>	<b>8555.92</b>	<b>7709.47</b>	<b>8829.62</b>	<b>8002.89</b>	<b>7837.34</b>	<b>9248.45</b>	<b>9637.12</b>	<b>10927.90</b>	<b>11044.01</b>	<b>11670.97</b>	<b>9478.33</b>	<b>10967.18</b>	<b>113909.20</b>

<b>MONTHLY</b>	-												
<b>PROFIT/LOSS</b>	<b>1667.27</b>	<b>659.93</b>	<b>5807.38</b>	<b>4480.92</b>	<b>2786.07</b>	<b>4612.69</b>	<b>4718.67</b>	<b>-2176.86</b>	<b>4945.03</b>	<b>-457.53</b>	<b>2476.89</b>	<b>-7476.01</b>	<b>18709.91</b>

**YEAR-ON-YEAR COMPARISON**

	<b>2020-2021</b>	<b>2021-2022</b>	<b>INCOME</b>	<b>2022-2023</b>
	15204.25	15295.35	SESSION FEES	15184.75
	135.15	90.00	REGISTRATION FEES	90.00
		1024.00	EARLY DROP-OFF/LATE PICK-UP	2295.00
	290.00	781.00	ENRICHMENT FEES	820.00
	25.00	203.50	UNIFORM	60.00
	0.00		PHOTOS	91.00
	400.00	33.00	EVENTS/FUNDRAISING	63.00
		392.31	DONATIONS	
	66252.51	75332.88	GRANTS	113925.53
	1434.00	717.97	OTHER	89.83
<b>TOTALS</b>	<b>83740.91</b>	<b>93870.01</b>		<b>132619.11</b>

	<b>2020-2021</b>	<b>2021-2022</b>	<b>EXPENDITURE</b>	<b>2022-2023</b>
	50196.59	66199.12	WAGES/TAX	87114.01
	14994.32	15657.60	RENT	17497.85
	253.55	44.00	EVENTS	36.00
	15.64	7.65	STATIONERY/POSTAGE	49.83
	20.00	405.23	OFFICE EQUIP/SUPPLIES	482.87
	43.00	748.10	UNIFORM	
	0.00	0.00	PHOTOS/DVDS	
	848.80	1267.32	RESOURCES	2634.97
	1145.51	1171.38	INSURANCE	1206.15
	181.58	732.58	REGISTRATIONS/ FEES	288.07
	651.25	1603.52	TRAINING	1875.23
	588.00	1928.12	SOFTWARE	1324.25
	396.65	282.84	KITCHEN/CLEANING	552.28
	967.68	1946.81	OTHER	847.69
<b>TOTALS</b>	<b>70302.57</b>	<b>91994.27</b>		<b>113909.20</b>

<b>PROFIT/LOSS</b>	<b>13438.34</b>	<b>1875.74</b>		<b>18709.91</b>
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**RESERVE ACCOUNT**

**RESERVE ACCOUNT - OPENING BALANCE: 5171.46**

INTEREST EARNED:	22/09/2022	1.08
INTEREST EARNED:	22/10/2022	1.49
INTEREST EARNED:	02/01/1900	2.33
INTEREST EARNED:	22/12/2022	3.02
INTEREST EARNED:	22/01/2023	3.88
transfer from current acc	07/02/2023	20000.00
INTEREST EARNED:	22/02/2023	13.25
INTEREST EARNED:	22/03/2023	22.88
transfer from current acc	27/03/2023	6500.00
INTEREST EARNED:	22/04/2023	33.86
INTEREST EARNED:	22/05/2023	36.98
INTEREST EARNED:	22/06/2023	39.63
INTEREST EARNED:	22/07/2023	40.81
INTEREST EARNED:	22/08/2023	48.34
TOTAL INCOME/EXPEND:		<hr/> 26747.55

**RESERVE ACCOUNT - END BALANCE: 31919.01**

## BANK RECONCILIATION

FIGURES AT YEAR START - 1ST SEPTEMBER 2022 :

ACTUAL BANK BALANCE	25971.85
ACTUAL TREASURER'S CASH BOX	1011.13
Payments not yet processed - HMRC	-124.42
NEST pension	-127.65

**CASH BALANCE AT 01/09/22 :** **26730.91**

INCOME FOR YEAR:	132619.11
TRANSFER TO RESERVE ACCOUNT (Feb 2023):	-20000.00
TRANSFER TO RESERVE ACCOUNT (Mar 2023):	-6500.00
EXPENDITURE FOR YEAR:	-113909.20

**BALANCE FOR YEAR END - 31ST AUGUST 2023:** **18940.82**

ACTUAL BANK BALANCE	18771.33
ACTUAL TREASURER'S CASH BOX	642.70
Payments not yet processed - HMRC	-343.30
NEST pension	-129.91

**CASH BALANCE AT 31/08/23 :** **18940.82**



# Independent examiner's report on the accounts

## Section A

### Independent Examiner's Report

Report to the trustees/  
members of

SHENLEY CHURCH END PRE-SCHOOL

On accounts for the year  
ended

31<sup>ST</sup> AUGUST 2023

Charity no  
(if any) 141760

Set out on pages

1-3

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of  
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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with 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 those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any 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 (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
    - to keep accounting records in accordance with section 41 of the 1993 Act; and
    - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have 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.
- \* Please delete the words in the brackets if they do not apply.

Signed:

CBAMES

Date:

19/9/24

Name:

Chloe Bames

Relevant professional  
qualification(s) or body  
(if any):

Address:

42 Southern way, Woughton, MK12 5ED

Section 8

**Disclosure**

Only complete if the examiner needs to highlight material problems.

N/A.

**SHENLEY CHURCH END PRE-SCHOOL**

England & Wales - Charity number 1045109

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# Accounts

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# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	18	OCT	2021		22	NOV	2022

## Section A Reference and administration details

Charity name

SHENLEY CHURCH END PRE-SCHOOL

Other names charity is known by

Registered charity number (if any)

1045109

Charity's principal address

SHENLEY LEISURE CENTRE, BURCHARD CRESCENT, SHENLEY CHURCH END, MILTON KEYNES	
Postcode	MK5 6HF

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	ODESSA SHERREARD	CHAIRPERSON		SHENLEY CHURCH END PRE-SCHOOL
2	CHLEO HINCHLIFFE	TREASURER		SHENLEY CHURCH END PRE-SCHOOL
3	LOUIS CLARKE	SECRETARY		SHENLEY CHURCH END PRE-SCHOOL
4	CLARE MURRAY	VICE-CHAIRPERSON		SHENLEY CHURCH END PRE-SCHOOL
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
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**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
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**Additional governance issues (Optional information)**

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>There is a child protection policy in place. All staff, committee and volunteers are checked through the Disclosure and Barring Services and are required to sign up to the DBS online Update Service. For staff, these checks are carries out on a regular basis in line with statutory requirements.</p> <p>All committee members give their time voluntarily and receive no remuneration or other benefits.</p>
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**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

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- to facilitate the development of lively enquiring minds, encouraging positive attitudes and independence towards learning
- to achieve high standards, enabling each child to develop their full potential and learn through play
- to provide a broad, relevant curriculum reflecting the needs of the individual child and fulfilling the requirements of the pre-school curriculum
- to provide opportunities for fun and friendship in a caring environment
- to support the important role of parents/carers in their young child's education
- to maintain an orderly, yet happy and purposeful learning environment which will challenge and motivate the children in our care
- to include and value the contribution of all our families to our understanding of equality and diversity

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

In planning our activities for the year we kept in mind the Charity Commission guidance on public benefit at our committee meetings. The focus of our activities is based around the EYFS which has enabled us to reflect and review our impact on the learning and development of all our children. We continue to provide a variety of resources for children and a range of learning possibilities. Continued provision in line with the charities objectives. Offering fee paying and free (through government nursery funding) early years sessions. Children in our care can be with us from the age of two years to the end of the academic year after their fourth birthday. We aim to be an inclusive setting offering childcare (both funded and paid for sessions) for all children including those with Special Educational Needs.

**Additional details of objectives and activities (Optional information)**

We regularly have volunteers from the local college who are gaining necessary work experience at our setting.  
We also provide work experience for the local high school students.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

We provide regular, weekly PE sessions in liaison with Denbigh High School (using one of their astroturf pitches) to promote the children's gross motor skills.

Since the Covid pandemic our child numbers increased slowly throughout the year.

Staff worked extremely hard under the circumstances to provide a welcoming and stimulating environment for our children and their families.

Fundraising was limited at times during the year due to covid precautions.

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## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

See policy statement in Annual Accounts

**Details of any funds materially in deficit**

N/a

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our main source of funds has been the Government funding for 2 - 4 year olds.

Due to low child numbers (corresponding to a low birth rate period) we had to use some of the funds in our Reserve Account early in the financial year, however, we returned a profit at the year-end (which will be allocated to the Reserve Account).

We are constantly looking at ways to improve child numbers attending.

We finished the year with a small amount of outstanding session fees but repayment plans have been agreed with the families for the amounts outstanding to be repaid in due course.

## Section F

## Other optional information

To continue fundraising to allow us to offer our families an extended range of learning activities and experiences.

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

**SHENLEY CHURCH END PRE-SCHOOL**  
**REGISTERED CHARITY NUMBER : 1045109**

**UNAUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2022**

**SHENLEY CHURCH END PRE-SCHOOL – ANNUAL SUMMARY**

<b>INCOME</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>TOTAL</b>
SESSION FEES	3355.60	1836.50	2159.50	783.00	877.00	631.00	1309.00	773.50	1218.00	1789.00	275.50	287.75	<b>15295.35</b>
REGISTRATION FEES	15.00	15.00	15.00	15.00	0.00	0.00	15.00	0.00	15.00	0.00	0.00		<b>90.00</b>
EARLY D-O/LATE P-U	151.00	101.00	166.00	63.00	181.00	48.00	190.00	0.00	90.00	34.00			<b>1024.00</b>
ENRICHMENT FEES	93.00	78.00	81.00	57.00	78.00	45.00	78.00	114.00	81.00	61.00	12.00	3.00	<b>781.00</b>
UNIFORM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	80.00	45.50	0.00	78.00		<b>203.50</b>
PHOTOS		0.00		0.00			0.00	0.00		0.00	0.00		<b>0.00</b>
EVENTS/FUNDRAISING		0.00	0.00	33.00	0.00		0.00	0.00	0.00	0.00	0.00		<b>33.00</b>
DONATIONS	392.31			0.00				0.00					<b>392.31</b>
GRANTS	4922.06	5275.31	3256.41	7425.52	6925.52	7340.54	6212.49	5953.74	5850.39	7098.96	9734.79	5337.15	<b>75332.88</b>
OTHER	0.00	0.00	0.00	0.00	0.00	717.97				0.00			<b>717.97</b>
<b>TOTAL</b>	<b>8928.97</b>	<b>7305.81</b>	<b>5677.91</b>	<b>8376.52</b>	<b>8061.52</b>	<b>8782.51</b>	<b>7804.49</b>	<b>6921.24</b>	<b>7299.89</b>	<b>8982.96</b>	<b>10100.29</b>	<b>5627.90</b>	<b>93870.01</b>

<b>EXPENDITURE</b>													
WAGES/TAX	4387.34	5024.73	5810.16	5807.50	5133.90	6602.98	5282.23	4841.90	6958.89	5914.95	5526.33	4908.21	<b>66199.12</b>
RENT	1549.45	0.00	2935.80	1223.25	0.00	2772.70	1875.65	815.50	1549.45	1631.00	1304.80		<b>15657.60</b>
EVENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	44.00		<b>44.00</b>
STATIONERY/POSTAGE OFFICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.65	0.00	0.00	0.00		<b>7.65</b>
EQUIP/SUPPLIES	0.00	0.00	124.49	0.00	201.56	32.29	0.00	0.00	0.00	0.00	0.00	46.89	<b>405.23</b>
UNIFORM	0.00	0.00	0.00	0.00	0.00		0.00	748.10	0.00	0.00	0.00	0.00	<b>748.10</b>
PHOTOS/DVDS	0.00			0.00			0.00	0.00	0.00	0.00	0.00		<b>0.00</b>
RESOURCES	0.00	39.49	182.44	12.99	152.08	64.25	656.00	4.35	81.69	74.03	0.00		<b>1267.32</b>
INSURANCE						0.00	0.00	1171.38	0.00	0.00			<b>1171.38</b>
REGISTRATIONS/ FEES	35.00	8.10	242.59		0.00	400.00	0.00	0.00	46.89	0.00	0.00	0.00	<b>732.58</b>
TRAINING	125.00	0.00	170.00	0.00	0.00	0.00	370.44	246.96	85.00	123.48	195.48	287.16	<b>1603.52</b>
SOFTWARE	97.79	82.80	284.26	82.80	121.04	600.77	172.80	154.66	82.80	82.80	82.80	82.80	<b>1928.12</b>
KITCHEN/CLEANING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	282.84		<b>282.84</b>
OTHER	140.55	14.75	327.17	0.00	149.87	13.38	275.81	614.97	315.95	84.36	5.00	5.00	<b>1946.81</b>
<b>TOTAL</b>	<b>6335.13</b>	<b>5169.87</b>	<b>10076.91</b>	<b>7126.54</b>	<b>5758.45</b>	<b>10486.37</b>	<b>8632.93</b>	<b>8605.47</b>	<b>9120.67</b>	<b>7910.62</b>	<b>7441.25</b>	<b>5330.06</b>	<b>91994.27</b>

<b>MONTHLY PROFIT/LOSS</b>	<b>2593.84</b>	<b>2135.94</b>	<b>-4399.00</b>	<b>1249.98</b>	<b>2303.07</b>	<b>-1703.86</b>	<b>-828.44</b>	<b>1684.23</b>	<b>1820.78</b>	<b>1072.34</b>	<b>2659.04</b>	<b>297.84</b>	<b>1875.74</b>
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YEAR-ON-YEAR COMPARISON

	2019-2020	2020-2021	INCOME	2021-2022
	5265.50	15204.25	SESSION FEES	15295.35
	104.00	135.15	REGISTRATION FEES	90.00
			EARLY DROP-OFF/LATE PICK-UP	1024.00
	144.50	290.00	PE/ENRICHMENT FEES	781.00
	34.50	25.00	UNIFORM	203.50
		0.00	PHOTOS	
	111.00	400.00	EVENTS/FUNDRAISING	33.00
			DONATIONS	392.31
	54921.04	66252.51	GRANTS	75332.88
	811.00	1434.00	OTHER	717.97
<b>TOTALS</b>	<b>61391.54</b>	<b>83740.91</b>		<b>93870.01</b>

	2019-2020	2020-2021	EXPENDITURE	2021-2022
	50875.07	50196.59	WAGES/TAX	66199.12
	9157.70	14994.32	RENT	15657.60
	113.93	253.55	EVENTS	44.00
	17.60	15.64	STATIONERY/POSTAGE	7.65
	60.67	20.00	OFFICE EQUIP/SUPPLIES	405.23
		43.00	UNIFORM	748.10
		0.00	PHOTOS/DVDS	0.00
	276.66	848.80	RESOURCES	1267.32
	1144.26	1145.51	INSURANCE	1171.38
	477.60	181.58	REGISTRATIONS/ FEES	732.58
	236.00	651.25	TRAINING	1603.52
		588.00	SOFTWARE	1928.12
	320.58	396.65	KITCHEN/CLEANING	282.84
	810.65	967.68	OTHER	1946.81
<b>TOTALS</b>	<b>63490.72</b>	<b>70302.57</b>		<b>91994.27</b>

<b>PROFIT/LOSS</b>	<b>-2099.18</b>	<b>13438.34</b>		<b>1875.74</b>
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RESERVE ACCOUNT

**RESERVE ACCOUNT - OPENING BALANCE: 5169.51**

INTEREST EARNED:	22/09/2021	0.04	
INTEREST EARNED:	22/10/2021	0.04	
INTEREST EARNED:	22/11/2021	0.04	
	22/12/2021	0.04	
	22/01/2022	0.04	
	22/02/2022	0.04	
	22/03/2022	0.15	
	02/01/1900	0.22	
	22/05/2022	0.21	
	22/06/2022	0.22	
	22/07/2022	0.25	
	22/08/2022	0.66	

TOTAL  
INCOME/EXPEND: 1.95 0.00

**RESERVE ACCOUNT - END BALANCE: 5171.46**

## BANK RECONCILIATION

FIGURES AT YEAR START - 1ST SEPTEMBER 2021 :

BANK BALANCE	23450.47
TREASURER'S CASH BOX	1430.48
Payments not yet processed - HMRC	-18.60
NEST pension	-7.18

<b>CASH BALANCE AT 1/9/21 :</b>	<b>24855.17</b>
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INCOME FOR YEAR:	93870.01
TRANSFER FROM RESERVE ACCOUNT:	
EXPENDITURE FOR YEAR:	-91994.27

<b>BALANCE FOR YEAR END - 31ST AUGUST 2022:</b>	<b>26730.91</b>
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ACTUAL BANK BALANCE	25971.85
ACTUAL TREASURER'S CASH BOX	1011.13
Payments not yet processed - HMRC	-124.42
NEST pension	-127.65

<b>CASH BALANCE AT 31/08/22 :</b>	<b>26730.91</b>
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Report to the trustees/  
members of

SHENLEY CHURCH END PR-SCHOOL

On accounts for the year  
ended

31<sup>ST</sup> AUGUST 2022

Charity no  
(if any) 1045109

Set out on pages

B1 to B4 attached (include the page numbers of additional sheets)

Responsibilities and basis  
of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2022.

As the charity'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 Trust'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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [ ] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me 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
- the accounts did 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

6/7/23

Name:

M J DARNELL

Relevant professional  
qualification(s) or body (if  
any):

FCMA (retired)

MILTON KEYNES MK5 8BN

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A .

**SHENLEY CHURCH END PRE-SCHOOL**

England & Wales - Charity number 1045109

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# Accounts

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# Trustees' Annual Report for the period

	Period start date				Period end date		
<b>From</b>	23	OCT	2020	<b>To</b>	18	OCT	2021

## Section A Reference and administration details

**Charity name**

SHENLEY CHURCH END PRE-SCHOOL

**Other names charity is known by**

**Registered charity number (if any)**

1045109

**Charity's principal address**

SHENLEY LEISURE CENTRE, BURCHARD CRESCENT,  
SHENLEY CHURCH END, MILTON KEYNES

**Postcode**

MK5 6HF

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	ODESSA SHERREARD	CHAIRPERSON		SHENLEY CHURCH END PRE-SCHOOL
2	CHLEO HINCHLIFFE	TREASURER		SHENLEY CHURCH END PRE-SCHOOL
3	LOUIS CLARKE	SECRETARY		SHENLEY CHURCH END PRE-SCHOOL
4	CLARE MURRAY	VICE-CHAIRPERSON		SHENLEY CHURCH END PRE-SCHOOL
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
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**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Unincorporated charity
Trustee selection methods (eg. appointed by, elected by)	Election at AGM from family and associate members

**Additional governance issues (Optional information)**

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>There is a child protection policy in place. All staff, committee and volunteers are checked through the Disclosure and Barring Services and are required to sign up to the DBS online Update Service. For staff, these checks are carries out on a regular basis in line with statutory requirements.</p> <p>All committee members give their time voluntarily and receive no remuneration or other benefits.</p>
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**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

- to provide a happy, stimulating and safe environment for children, staff and parents
- to facilitate the development of lively enquiring minds, encouraging positive attitudes and independence towards learning
- to achieve high standards, enabling each child to develop their full potential and learn through play
- to provide a broad, relevant curriculum reflecting the needs of the individual child and fulfilling the requirements of the pre-school curriculum
- to provide opportunities for fun and friendship in a caring environment
- to support the important role of parents/carers in their young child's education
- to maintain an orderly, yet happy and purposeful learning environment which will challenge and motivate the children in our care
- to include and value the contribution of all our families to our understanding of equality and diversity

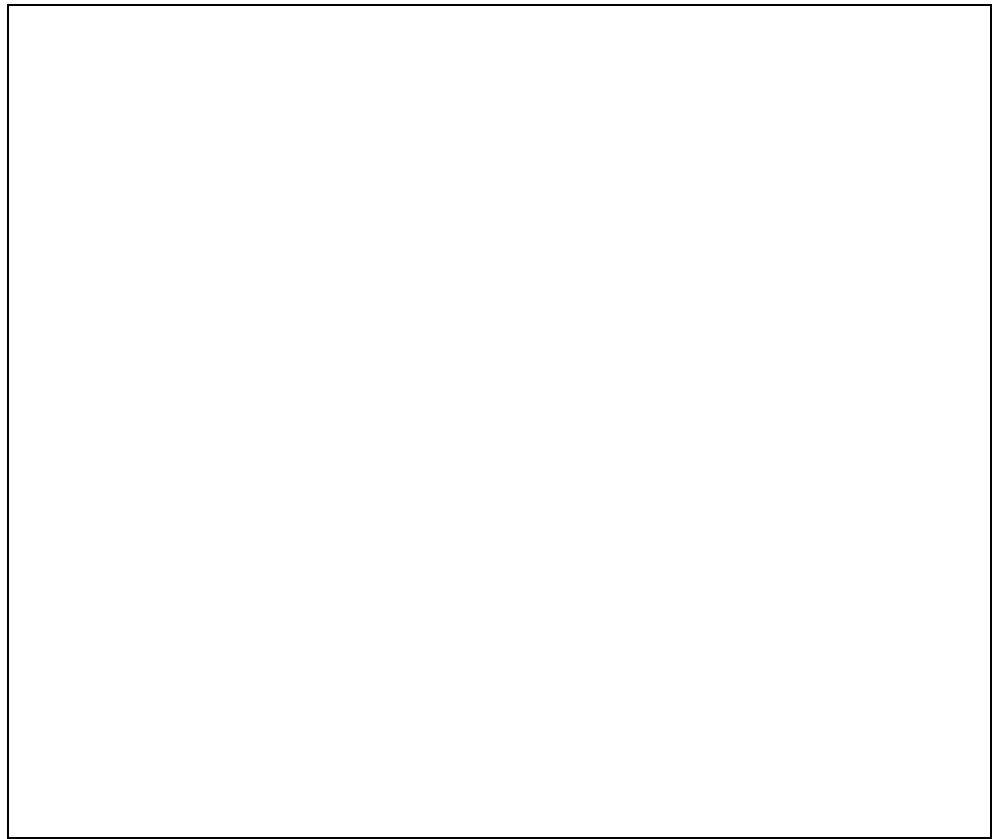
**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

In planning our activities for the year we kept in mind the Charity Commission guidance on public benefit at our committee meetings. The focus of our activities is based around the EYFS which has enabled us to reflect and review our impact on the learning and development of all our children. We continue to provide a variety of resources for children and a range of learning possibilities. Continued provision in line with the charities objectives. Offering fee paying and free (through government nursery funding) early years sessions. Children in our care can be with us from the age of two years to the end of the academic year after their fourth birthday.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

We provide regular, weekly PE sessions in liaison with Shenley Leisure Centre to promote the children's gross motor skills.

Due to Covid pandemic many parents were hesitant for their children to attend sessions when we reopened after the summer holidays in September 2020. Our child numbers remained relatively low throughout the year.

Staff worked extremely hard under the circumstances to provide a welcoming and stimulating environment for our children and their families.

Costs/expenditure were kept to a minimum in order to be able to rebuild our reserve account, funds from which had been used previously when our funding had been suspended for 6 months.

Fundraising was difficult due to government restrictions which were in place at various times.

During the year, our termly charge (£8.50) for PE was replaced by a monthly Enrichment Fee charge (£3.00) in order to enable us to provide a special activity/craft session during each month.

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## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

See policy statement in Annual Accounts

**Details of any funds materially in deficit**

N/a

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our main source of funds has been the Government funding for 2 - 4 year olds.

Due to low child numbers (corresponding to a low birth rate period) we had to use some of the funds in our Reserve Account early in the financial year, however, we returned a profit at the year-end (which will be allocated to the Reserve Account).

We are constantly looking at ways to improve child numbers attending.

## Section F

## Other optional information

To continue fundraising to allow us to offer our families an extended range of learning activities and experiences.

## Section G

## Declaration

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

**Signed on behalf of the charity's trustees**

**Signature(s)**

**Full name(s)**

**Position (eg Secretary, Chair, etc)**

**Date**

**SHENLEY CHURCH END PRE-SCHOOL**  
**REGISTERED CHARITY NUMBER : 1045109**

**UNAUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2021**

SHENLEY CHURCH END PRE-SCHOOL – ANNUAL SUMMARY

<b>INCOME</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>TOTAL</b>
SESSION FEES	382.50	1048.00	1288.50	1158.00	1805.00	1769.50	1947.00	1890.00	1874.25	1065.00	976.50	0.00	<b>15204.25</b>
REGISTRATION FEES	15.00	15.00	0.00	0.00	15.00	15.00	60.00	15.15	0.00	0.00	0.00		<b>135.15</b>
PE FEES	17.00	0.00	0.00	0.00	45.00	12.00	33.00	48.00	57.00	63.00	12.00	3.00	<b>290.00</b>
UNIFORM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00	0.00	0.00		<b>25.00</b>
PHOTOS		0.00		0.00			0.00	0.00		0.00	0.00		<b>0.00</b>
EVENTS/FUNDRAISING		0.00	0.00	0.00	400.00		0.00	0.00	0.00	0.00	0.00		<b>400.00</b>
DONATIONS	0.00			0.00				0.00					<b>0.00</b>
GRANTS	2555.28	2555.28	1446.12	9451.75	5302.17	4491.48	4947.46	7608.37	4947.46	4947.46	12724.37	5275.31	<b>66252.51</b>
OTHER	0.00	862.07	45.29	30.00	80.00	60.00	130.00	30.00	80.00	50.00	66.64		<b>1434.00</b>
<b>TOTAL</b>	<b>2969.78</b>	<b>4480.35</b>	<b>2779.91</b>	<b>10639.75</b>	<b>7647.17</b>	<b>6347.98</b>	<b>7117.46</b>	<b>9591.52</b>	<b>6983.71</b>	<b>6125.46</b>	<b>13779.51</b>	<b>5278.31</b>	<b>83740.91</b>

<b>EXPENDITURE</b>													
WAGES/TAX	3173.48	2995.74	3456.48	4962.37	3514.77	4099.96	4053.16	5248.85	6263.10	4733.73	5216.48	2478.47	<b>50196.59</b>
RENT	2235.25	605.80	1712.55	1141.70	1394.50	1100.92	1631.00	1223.25	1223.25	0.00	2691.15	34.95	<b>14994.32</b>
EVENTS	0.00	0.00	0.00	14.75	0.00	0.00	0.00	0.00	238.80	0.00	0.00		<b>253.55</b>
STATIONERY/POSTAGE OFFICE	0.00	0.00	3.99	0.00	7.65	4.00	0.00	0.00	0.00	0.00	0.00		<b>15.64</b>
EQUIP/SUPPLIES	0.00	0.00	0.00	20.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	<b>20.00</b>
UNIFORM	43.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	<b>43.00</b>
PHOTOS/DVDS	0.00			0.00			0.00	0.00	0.00	0.00	0.00		<b>0.00</b>
RESOURCES	0.00	0.00	30.00	62.84	434.00	140.27	27.05	35.00	43.38	0.00	76.26		<b>848.80</b>
INSURANCE						0.00	0.00	1145.51	0.00	0.00			<b>1145.51</b>
PROFESSIONAL FEES	35.00	48.29	98.29		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	<b>181.58</b>
TRAINING	0.00	45.00	0.00	0.00	0.00	0.00	69.25	36.00	501.00	0.00	0.00	0.00	<b>651.25</b>
SOFTWARE	14.99		246.75				88.80	71.86			82.80	82.80	<b>588.00</b>
KITCHEN/CLEANING	0.00	11.96	40.30	35.61	62.40	7.05	64.81	0.00	40.31	0.00	134.21		<b>396.65</b>
OTHER	15.00	252.99	10.58	25.90	24.19	237.64	37.99	163.57	28.97	0.00	170.85	0.00	<b>967.68</b>
<b>TOTAL</b>	<b>5516.72</b>	<b>3959.78</b>	<b>5598.94</b>	<b>6263.17</b>	<b>5437.51</b>	<b>5589.84</b>	<b>5972.06</b>	<b>7924.04</b>	<b>8338.81</b>	<b>4733.73</b>	<b>8371.75</b>	<b>2596.22</b>	<b>70302.57</b>

SHENLEY CHURCH END PRE-SCHOOL – YEAR-ON-YEAR COMPARISON

	2018-2019	2019-2020	INCOME	2020-2021
	13076.50	5265.50	SESSION FEES	15204.25
	210.00	104.00	REGISTRATION FEES	135.15
	400.00	144.50	PE FEES	290.00
	105.00	34.50	UNIFORM	25.00
			PHOTOS	0.00
	773.60	111.00	EVENTS/FUNDRAISING	400.00
	65213.39	54921.04	GRANTS	66252.51
	3877.62	811.00	OTHER	1434.00
<b>TOTALS</b>	<b>83656.11</b>	<b>61391.54</b>		<b>83740.91</b>

	2018-2019	2019-2020	EXPENDITURE	2020-2021
	74193.31	50875.07	WAGES/TAX	50196.59
	13646.05	9157.70	RENT	14994.32
	472.88	113.93	EVENTS	253.55
	77.13	17.60	STATIONERY/POSTAGE	15.64
	147.16	60.67	OFFICE EQUIP/SUPPLIES	20.00
	290.61		UNIFORM	43.00
			PHOTOS/DVDS	0.00
			TOYS/PLAY	
	1298.78	276.66	EQUIPMENT/RESOURCES	848.80
	1029.68	1144.26	INSURANCE	1145.51
	459.94	477.60	PROFESSIONAL FEES	181.58
	1492.80	236.00	TRAINING	651.25
			SOFTWARE	588.00
	482.27	320.58	KITCHEN/CLEANING	396.65
	806.38	810.65	OTHER	967.68
<b>TOTALS</b>	<b>94396.99</b>	<b>63490.72</b>		<b>70302.57</b>

<b>PROFIT/LOSS</b>	<b>-10740.88</b>	<b>-2099.18</b>		<b>13438.34</b>
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SHENLEY CHURCH END PRE-SCHOOL – RESERVE ACCOUNT

<b>RESERVE ACCOUNT - OPENING BALANCE:</b>		<b>7168.95</b>
INTEREST EARNED:	22/09/2020	0.06
INTEREST EARNED:	22/10/2020	0.06
INTEREST EARNED:	22/11/2020	0.06
	22/12/2020	0.06
TRANSFER TO CURR A/C	01/12/2020	2000.00
	22/01/2021	0.04
	22/02/2021	0.04
	22/03/2021	0.04
	22/04/2021	0.04
	22/05/2021	0.04
	22/06/2021	0.04
	22/07/2021	0.04
	22/08/2021	0.04
TOTAL		2000.00
INCOME/EXPEND:		0.56
<b>RESERVE ACCOUNT - END BALANCE:</b>		<b>5169.51</b>

## SHENLEY CHURCH END PRE-SCHOOL – BANK RECONCILIATION

FIGURES AT YEAR START - 1ST SEPTEMBER 2020 :

BANK BALANCE	8323.43
PETTY CASH	199.54
TREASURER'S CASH BOX	1444.44
Payments not yet processed - HMRC	-398.36
NEST pension	-152.22

<b>CASH BALANCE AT 1/9/20 :</b>	<b><u>9416.83</u></b>
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INCOME FOR YEAR:	83740.91
TRANSFER FROM RESERVE ACCOUNT:	2000.00
EXPENDITURE FOR YEAR:	-70302.57

<b>BALANCE FOR YEAR END - 31ST AUGUST 2021:</b>	<b><u>24855.17</u></b>
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ACTUAL BANK BALANCE	23450.47
ACTUAL PETTY CASH	199.54
ACTUAL TREASURER'S CASH BOX	1230.94
Payments not yet processed - HMRC	-18.60
NEST pension	-7.18

<b>CASH BALANCE AT 31/08/21 :</b>	<b><u>24855.17</u></b>
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**SHENLEY CHURCH END PRE-SCHOOL**

England & Wales - Charity number 1045109

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# Accounts

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# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	22	OCT	2019		23	OCT	2020

## Section A Reference and administration details

**Charity name** SHENLEY CHURCH END PRE-SCHOOL

**Other names charity is known by**

**Registered charity number (if any)** 1045109

**Charity's principal address** SHENLEY LEISURE CENTRE, BURCHARD CRESCENT,  
SHENLEY CHURCH END, MILTON KEYNES

**Postcode** MK5 6HF

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	ODESSA SHERREARD	CHAIRPERSON		SHENLEY CHURCH END PRE-SCHOOL
2	CHLEO HINCHLIFFE	TREASURER		SHENLEY CHURCH END PRE-SCHOOL
3	CHARLENE CRUICKSHANK	SECRETARY		SHENLEY CHURCH END PRE-SCHOOL
4	REBECCA TALBOT	VICE-CHAIRPERSON		SHENLEY CHURCH END PRE-SCHOOL
5				
6				
7				
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10				
11				
12				
13				
14				
15				
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17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
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**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	
How the charity is constituted (eg. trust, association, company)	Unincorporated charity
Trustee selection methods (eg. appointed by, elected by)	election at AGM from family and associate members

**Additional governance issues (Optional information)**

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>There is a child protection policy in place. All staff, committee and volunteers are checked through the Disclosure and Barring Services and are required to sign up to the DBS online Update Service. For staff, these checks are carries out on a regular basis in line with statutory requirements.</p> <p>All committee members give their time voluntarily and receive no remuneration or other benefits.</p>
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**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

- to provide a happy, stimulating and safe environment for children, staff and parents
- to facilitate the development of lively enquiring minds, encouraging positive attitudes and independence towards learning
- to achieve high standards, enabling each child to develop their full potential and learn through play
- to provide a broad, relevant curriculum reflecting the needs of the individual child and fulfilling the requirements of the pre-school curriculum
- to provide opportunities for fun and friendship in a caring environment
- to support the important role of parents/carers in their young child's education
- to maintain an orderly, yet happy and purposeful learning environment which will challenge and motivate the children in our care
- to include and value the contribution of all our families to our understanding of equality and diversity

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

In planning our activities for the year we kept in mind the Charity Commission guidance on public benefit at our committee meetings. The focus of our activities is based around the EYFS which has enabled us to reflect and review our impact on the learning and development of all our children. We continue to provide a variety of resources for children and a range of learning possibilities. Continued provision in line with the charities objectives. Offering fee paying and free (through government nursery funding) early years sessions. Children in our care can be with us from the age of two years to the end of the academic year after their fourth birthday.

**Additional details of objectives and activities (Optional information)**

Our voluntary committee have raised funds through holding fetes, tombolas, raffles and cake sales.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

Monies received from fundraising allowed us to purchase:

- a large number of new toys to replace those broken damaged
- provide a Christmas party and Christmas present for all children

We provide regular, weekly PE sessions in liaison with Shenley Leisure Centre to promote the children's gross motor skills.

Due to Covid lockdown period, we were closed from 23<sup>rd</sup> March 2020. We were able to open for 2 weeks in July 2020, just before the end of term.

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## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

See policy statement in Annual Accounts

**Details of any funds materially in deficit**

N/a

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our main source of funds has been the Government funding for 2 - 4 year olds. Additional funds have been raised through fundraising.

Due to low child numbers (corresponding to a low birth rate period) we have had to use some of the funds in our Reserve Account in order to remain open as by maintaining the required staff/child ratio our wage and rent bills are not fully covered by the government funding we receive.

We are constantly looking at ways to improve child numbers attending.

## Section F

## Other optional information

To continue fundraising to allow us to offer our families an extended range of learning activities and experiences.

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

SHENLEY CHURCH END PRE-SCHOOL  
REGISTERED CHARITY NUMBER : 1045109

UNAUDITED ACCOUNTS  
FOR THE YEAR ENDED 31ST AUGUST 2020

**SHENLEY CHURCH END PRE-SCHOOL – ANNUAL SUMMARY**

<b>INCOME</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>TOTAL</b>
SESSION FEES	427.50	392.50	823.00	589.50	1120.50	324.00	999.00	162.00	121.50	162.00	144.00	0.00	<b>5265.50</b>
REGISTRATION FEES	0.00	0.00	0.00	0.00	29.00	0.00	0.00	0.00	0.00	15.00	60.00		<b>104.00</b>
PE FEES	25.50	0.00	43.00	0.00	17.00	8.00	0.00	0.00	0.00	8.50	42.50	0.00	<b>144.50</b>
UNIFORM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	34.50		<b>34.50</b>
PHOTOS		0.00		0.00			0.00	0.00		0.00	0.00		<b>0.00</b>
EVENTS/FUNDRAISING DONATIONS	0.00	0.00	0.00	0.00	111.00		0.00	0.00	0.00	0.00	0.00		<b>111.00</b>
GRANTS	3825.68	4313.93	3322.12	4680.01	4517.17	6762.83	3917.78	6148.30	4471.18	4471.18	5383.80	3107.06	<b>54921.04</b>
OTHER	0.00	0.00	271.00	270.00	270.00					0.00			<b>811.00</b>
<b>TOTAL</b>	<b>4278.68</b>	<b>4706.43</b>	<b>4459.12</b>	<b>5539.51</b>	<b>6064.67</b>	<b>7094.83</b>	<b>4916.78</b>	<b>6310.30</b>	<b>4592.68</b>	<b>4656.68</b>	<b>5664.80</b>	<b>3107.06</b>	<b>61391.54</b>

<b>EXPENDITURE</b>													
WAGES/TAX	4829.13	5299.76	4500.81	4051.49	4049.34	4171.12	3997.43	3889.06	3889.06	3889.06	3889.06	4419.75	<b>50875.07</b>
RENT	1383.20	0.00	2783.20	959.00	0.00	2389.80	0.00	0.00	0.00	1642.50	0.00		<b>9157.70</b>
EVENTS	0.00	0.00	0.00	33.00	30.93	50.00	0.00	0.00	0.00	0.00	0.00		<b>113.93</b>
STATIONERY/POSTAGE OFFICE	0.00	0.00	6.00	0.00	6.60	0.00	0.00	0.00	0.00	0.00	5.00		<b>17.60</b>
EQUIP/SUPPLIES	0.00	17.97	22.61	0.00	10.75	0.00	0.00	0.00	0.00	0.00	9.34	0.00	<b>60.67</b>
UNIFORM	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	<b>0.00</b>
PHOTOS/DVDS	0.00			0.00			0.00	0.00	0.00	0.00	0.00		<b>0.00</b>
TOYS/PLAY EQUIPMENT	0.00	0.00	79.87	0.00	45.93	102.77	0.00	0.00	0.00	0.00	48.09		<b>276.66</b>
INSURANCE							0.00	1144.26	0.00	0.00	0.00		<b>1144.26</b>
PROFESSIONAL FEES	149.00		50.00		0.00	0.00	86.40	71.00	0.00	0.00	121.20	0.00	<b>477.60</b>
TRAINING	108.00	24.00	9.00	0.00	95.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	<b>236.00</b>
KITCHEN/CLEANING	0.00	0.00	66.48	0.00	23.90	0.00	0.00	108.89	30.00	24.07	67.24		<b>320.58</b>
OTHER	0.00	25.74	63.51	49.00	151.14	0.50	8.84	0.00	0.00	477.22	34.70		<b>810.65</b>
PETTY CASH DIFFER												137.70	<b>137.70</b>
<b>TOTAL</b>	<b>6469.33</b>	<b>5367.47</b>	<b>7581.48</b>	<b>5092.49</b>	<b>4413.59</b>	<b>6714.19</b>	<b>5236.93</b>	<b>4068.95</b>	<b>3919.06</b>	<b>6032.85</b>	<b>4174.63</b>	<b>4419.75</b>	<b>63628.42</b>

<b>MONTHLY PROFIT/LOSS</b>	<b>-2190.65</b>	<b>-661.04</b>	<b>-3122.36</b>	<b>447.02</b>	<b>1651.08</b>	<b>380.64</b>	<b>-320.15</b>	<b>2241.35</b>	<b>673.62</b>	<b>-1376.17</b>	<b>1490.17</b>	<b>-1312.69</b>	<b>-2236.88</b>
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SHENLEY CHURCH END PRE-SCHOOL – YEAR ON YEAR COMPARISON

	2017-2018	2018-2019	INCOME	2019-2020
	10904.50	13076.50	SESSION FEES	5265.50
	520.00	210.00	REGISTRATION FEES	104.00
	565.50	400.00	PE FEES	144.50
	365.00	105.00	UNIFORM	34.50
			PHOTOS	
	857.50	773.60	EVENTS/FUNDRAISING	111.00
			DONATIONS	
	78306.09	65213.39	GRANTS	54921.04
	0.00	3877.62	OTHER	811.00
<b>TOTALS</b>	<b>91518.59</b>	<b>83656.11</b>		<b>61391.54</b>

	2017-2018	2018-2019	EXPENDITURE	2019-2020
	75847.18	74193.31	WAGES/TAX	50875.07
	11873.25	13646.05	RENT	9157.70
	463.04	472.88	EVENTS	113.93
	212.33	77.13	STATIONERY/POSTAGE	17.60
	153.79	147.16	OFFICE EQUIP/SUPPLIES	60.67
	479.39	290.61	UNIFORM	
	225.00		PHOTOS/DVDS	
	1922.00	1298.78	TOYS/PLAY EQUIPMENT	276.66
	1014.17	1029.68	INSURANCE	1144.26
	1063.38	459.94	PROFESSIONAL FEES	477.60
	1824.40	1492.80	TRAINING	236.00
	369.89	482.27	KITCHEN/CLEANING	320.58
	1284.69	806.38	OTHER	810.65
			PETTY CASH DIFFERENCE	137.70
<b>TOTALS</b>	<b>96732.51</b>	<b>94396.99</b>		<b>63628.42</b>

<b>PROFIT/LOSS</b>	<b>-5213.92</b>	<b>-10740.88</b>		<b>-2236.88</b>
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SHENLEY CHURCH END PRE-SCHOOL – RESERVE ACCOUNT

<b>RESERVE ACCOUNT - OPENING BALANCE:</b>			<b>10656.50</b>
INTEREST EARNED:	22/09/2019	1.81	
INTEREST EARNED:	22/10/2019	1.74	
TRNSFR TO CURRENT ACC	21/10/2019		1500.00
INTEREST EARNED:	22/11/2019	1.44	
	19/11/2019		2000.00
	22/12/2019	1.06	
	22/01/2020	1.16	
	22/02/2020	1.22	
	22/03/2020	1.14	
	22/04/2020	1.22	
	22/05/2020	1.18	
	22/06/2020	0.36	
	22/07/2020	0.06	
	22/08/2020	0.06	
TOTAL INCOME/EXPEND:		12.45	3500.00
<b>RESERVE ACCOUNT - END BALANCE:</b>			<b>7168.95</b>

SHENLEY CHURCH END PRE-SCHOOL – BANK RECONCILIATION

FIGURES AT YEAR START - 1ST SEPTEMBER 2019 :

BANK BALANCE	7069.35
PETTY CASH	136.00
TREASURER'S CASH BOX	1439.26
Payments not yet processed - HMRC	-360.94
NEST pension	-129.97
Nest pension payment refund	0.01
<b>CASH BALANCE AT 1/9/19 :</b>	<b>8153.71</b>

INCOME FOR YEAR:	61391.54
TRANSFER FROM RESERVE ACCOUNT:	3500.00
EXPENDITURE FOR YEAR:	-63628.42

<b>BALANCE FOR YEAR END - 31ST AUGUST 2020:</b>	<b>9416.83</b>
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ACTUAL BANK BALANCE	8323.43
ACTUAL PETTY CASH	199.54
ACTUAL TREASURER'S CASH BOX	1444.44
Payments not yet processed - HMRC	-398.36
NEST pension	-152.22

<b>CASH BALANCE AT 31/08/20 :</b>	<b>9416.83</b>
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Attempts have been made to find the £152.50 which is missing from the Petty Cash.

Full searches have been made of the premises.

Due to holiday periods (during which other users have access to some of our premises), closure due to lockdowns, and a change of management in October 2020, we have been unable to resolve this issue. The £152.50 has been written off in the accounts.





Report to the trustees/ members of

Charity Name SHENLEY CHURCH END PR-SCHOOL

On accounts for the year ended

31<sup>ST</sup> AUGUST 2020 Charity no (if any) 1045109

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2020

Responsibilities and basis of report

As the charity'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 Trust'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

~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]. Delete if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me 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
• the accounts did 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.

\* Please delete the words in the brackets if they do not apply.

Signed: [Signature] Date: 8/2/2022.

Name: MICHAEL JOSEPH DARNELL

Relevant professional qualification(s) or body (if any):

FCMA (Retired).

Address:

1 KIRKHAM COURT
LOUGHTON
MILTON KEYNES MK5 8BN.

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.