

**SYDENHAM ROAD UNDER FIVES
ACCOUNTS**

YEAR ENDED 31st JULY 2022

Charity Number 1045367

SYDENHAM ROAD UNDER FIVES
FINANCIAL STATEMENTS
YEAR ENDED 31 JULY 2022

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SYDENHAM ROAD UNDER FIVES

LEGAL AND ADMINISTRATIVE INFORMATION

YEAR ENDED 31 JULY 2022

Status

Sydenham Road Under Fives is a registered charity governed by its constitution. Charity number 1045367.

TRUSTEES

Carla Scherer	Chair	appointed Nov 2019
Shamirra Javed	Treasurer	appointed Nov 2020
Philippa Hurford	Staff liaison	appointed Nov 2018
Lowri Clyesdale	Equipment	appointed Nov 2020
Marc Pate		appointed Nov 2021
Vicky Sands		appointed Nov 2021

Registered Office

Totterdown Baptist Church
Jarman Hall
Sydenham Road
Totterdown
Bristol
BS4 3DF

Independent Examiners

Joanne Trowbridge MAAT
Bristol Community Accountants CIC
The Park,
Daventry Road, Knowle
Bristol BS4 1DQ

Bankers

Lloyds TSB
55 Corn Street
Bristol BS99 7LE

SYDENHAM ROAD UNDER FIVES

TRUSTEES REPORT

YEAR ENDED 31 JULY 2022

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 July 2022.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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).

Structure, Governance and Management

Organisation

The trustees are appointed or reappointed annually at AGM held in the autumn term. The committee shall meet at least three times a year and shall consist of not less than two and no more than nine elected members and if the committee so decides, not more than three members co-opted by the committee.

Objectives and activities

Objects of the Charity

The objects of the charity are:

To enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of children through community groups and by offering appropriate play facilities, together with the right carers or parents to take responsibility for and to become involved in the activities of the group, ensuring that we offer opportunities for all children whatever their race, culture, religion, means or ability.

To instigate and adhere to and further the aim of the Pre-school Learning Alliance.

Public benefit

In shaping the objectives for the year and planning activities, the trustees have considered the Charity commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

Review of activities

Summary of main objectives

SRUF is the most wonderful organisation and I'm incredibly proud to be a small part of it, as Chair. It has a magic combination of dedication, passion, warm-heartedness and professionalism.

The SRUF preschool is open to children from age 3 years. Committed staff members, employed by the committee, run the preschool sessions and provide the best foundation for your child's preschool development.

SYDENHAM ROAD UNDER FIVES

TRUSTEES REPORT

YEAR ENDED 31 JULY 2022

In December 2021 we were awarded 'GOOD' overall and 'OUTSTANDING' in Behaviour and Attitudes Behaviour and Attitudes and 'OUTSTANDING' in Personal Development! The comments and observations made in the report were glowing and we are all very proud. The report can be viewed in full via our website.

SRUF provide children with a wide range of activities providing experiences across the whole Early Years' curriculum. We expect our staff to ensure that every child matters and activities are planned to cater for every child's needs. There is a clear emphasis on children enjoying their learning and we monitor the provision and resources so that the children have good quality learning experiences.

Our 'Wild Walks' to Arnos Vale Cemetery, where we have a dedicated area, community space and planting beds has developed into a key resource for our children's learning. The children are really reaping the benefits of spending time outside in a stimulating environment with our wonderful key workers.

The team works very hard to make continuous improvements to the quality of care and the effectiveness of provision offered by our Preschool. A great deal of time and energy goes into planning the activities for every child, and training continues to improve the setting as a whole. I have every confidence that SRUF's will once again be accredited with the Bristol Standard, which will be assessed in March 2023.

As a committee, we meet every other month. The meetings are efficient, and actions have been completed as promised. Thank you to the Management Committee for continuing to be supportive and committed to seeing SRUF's thrive.

- Marc joined the committee last year as vice-chair. Marc has always been a fantastic source of enthusiasm, a wonderful addition to the team. Marc is passionate about the work the key workers do and is a wonderful advocate. Marc has been a great source of knowledge for the committee and a wonderful, supportive vice chair.
- Vicky re-joined the committee last year as our Secretary. Vicky has been incredibly reliable and always been a fantastic support in all areas of our committee's work, we've really benefitted from Vicky's experience and dedication with fundraising events.
- Shamirra has been our Treasurer for two years. Shamirra has been incredibly reliable and a real credit to the committee. Shamirra has shown admirable dedication to her role, the committee and the preschool as a whole. She has also been a truly fantastic help with our fundraising events.
- Philippa Hurford has been our staff liaison for 4 years. Philippa has been an absolute tremendous support for Jo and the team. Philippa is also a very active member of the committee providing lots of help and support at our fundraising events.
- Lowri Clydesdale has been looking after our equipment now for two years. We thank you so much for your time and support during this time.

The Management Committee would like to thank our team leader, Jo Williams, who works endlessly to make SRUF's the wonderful, nurturing pre-school that it is. Jo is incredibly professional and passionate. The warmth and care for her team, the children and their families is clear to see. Jo continues to improve and develop the setting and the learning experiences for the children. She takes great pride in making the environment the best that it can be. We also thank Jo for building such wonderful relationships with the children as individuals.

SYDENHAM ROAD UNDER FIVES

TRUSTEES REPORT

YEAR ENDED 31 JULY 2022

We would also like to thank:

- Liz Davies, our Deputy Leader, Liz is adored by the children, the encouragement and support she provides is invaluable to their preschool years. Liz provides kindness and consistency to the children in her care. She understands the children incredibly well, anticipates needs and comes up with innovative ways to help support them throughout the school day.
- Kerry Houselander, our Early Years Key Worker, is incredibly considerate, attentive, thoughtful and doting. Kerry understands the children so well and is brilliant at helping them to develop confidence and express themselves. Always a happy and warm presence for our children.
- Sheena Butt, our ESL support worker is loved by the children. Sheena makes an important contribution to the special culture at SRUFs, the children all benefit from her warm-hearted care and support.
- Max Yeo, our preschool assistant is kind, warm and welcoming, she is confident and reassuring with the children, ensuring they know where to turn if they need help or just a small moment of comfort. True asset to SRUF.
- Cher Stiff started with us this year after spending a number of years being our fundraiser extraordinaire as a member of the committee. Cher has a wonderful way with the children and is a fantastic addition to the team. Cher is always keen to help and brings her early years teaching experiences into the setting.
- Sophie Palmer also started with us this year, Sophie has a very calm and gentle manner, which the children really love. Sophie has also settled into pre-school life, and it is a truly wonderful fit with the team.

The lovely and honest words above have been composed from parents in and outside of the committee and have been compiled by me for the purposes of the Annual Report.

The Committee would also like to thank Maria Hulme, our Administrator. Maria is incredibly reliable and always brings a real energy to everything she does for SRUF. The most organised and punctual person you will ever meet. We really appreciate all Maria's help on the committee as well as the day to day running of the preschool.

We also thank our landlord, Totterdown Baptist Church, for their continued support for SRUF.

Finally, thanks to Michelle Smith at BAND. We are incredibly grateful for your advice and for always being so responsive and ready to help in any way you can.

And finally, I'd like to thank all of the families and those in the wider community who continue to support SRUF. The affection people have for the organisation is clear from the way we are supported, and I know that these strong community links not only make ours the successful Preschool it is, but also help to motivate those of us who choose to work or volunteer here. Thank you.

I would like to finish by thanking each and every team member, more often than not going the extra mile, especially in what continues to be challenging times. The early years education you provide is truly exceptional.

SYDENHAM ROAD UNDER FIVES

TRUSTEES REPORT

YEAR ENDED 31 JULY 2022

Financial review

Income

Preschool provision: £76,816

Fundraising: £681

Admin Fees: £115

Bank interest: £3

Total Income: £77,615

Expenditure

Below have been some of our biggest outgoings:

Salaries/Payroll: £63,161

Rent & rates : £9,935

Resources: £2,102

Other: 3,626

Charitable activities total: £78,824

Net loss in year: £ (1,209)

Reserve's policy and risk management

Sydenham Road Under Fives trustees are aware that it is prudent to have unrestricted funds available to cover basic running costs and statutory liabilities and are working towards this. We hold a minimum of 2 terms running costs as a reserve to give us greater financial stability. SRUF is currently holding £23,054 in a savings account for this purpose. This will be reviewed annually to ensure that it continues to represent overall running costs

The trustees have examined the major risks to which the charity is exposed and systems have been established to mitigate those risks. These procedures will be periodically reviewed to ensure that they still meet the needs of the charity.

Future Outlook – 2022/2023

SRUF has a surplus fund available of around £60,000 which has been agreed to use to help sustain SRUF and keep running as normal. To minimise any potential financial losses, we have a firm budget in place and we are going to follow a similar allowance as the previous financial year to keep expenditure as low as possible to continue to recover from the effects of Covid19.

We aim to:

- Have a termly budget allowance for supplies.
- Undergo only essential training to be completed by staff this year.
- Minimise overtime for members of staff (unless agreed in advance)
- Have all timesheets to be signed by the team leader.
- Use a termly budget review.
- Work together with staff and committee members on ideas to help increase the numbers

SYDENHAM ROAD UNDER FIVES

TRUSTEES REPORT

YEAR ENDED 31 JULY 2022

Thank you to everyone this financial year in their efforts in helping SRUF recover from the pandemic and enable us to get back into a healthier financial position.

Trustees' responsibilities in relation to the financial statements

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to:

- * Select suitable accounting policies and then apply them consistently;
- * make judgements and estimates that are reasonable and prudent;
- * state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- * 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 accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. 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 the trustees and signed on their behalf by:

.....

.....

Date2022

SYDENHAM ROAD UNDER FIVES

Independent Examiner's Report to the Trustees

YEAR ENDED 31 JULY 2022

Independent examiner's report to the trustees of Sydenham Road Under Fives'

I report to the trustees on my examination of the accounts of Sydenham Road Under Fives' for the year ended 31 July 2022.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's accounts 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

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:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- 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.

Joanne Trowbridge MAAT
Bristol Community Accountants CIC
The Park
Daventry Road,
Knowle
Bristol
BS4 1DQ

.....

Date2022

SYDENHAM ROAD UNDER FIVES

STATEMENT OF FINANCIAL ACTIVITIES (including Income and Expenditure Account)

YEAR ENDED 31 JULY 2022

		Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
		£	£	£	£
Income and Endowments from:					
Donations and Legacies	3	77,497	-	77,497	82,090
Other Trading Activities	4	115	-	115	105
Investment Income	5	3	-	3	3
Total		<u>77,615</u>	<u>-</u>	<u>77,615</u>	<u>82,198</u>
Expenditure On:					
Charitable Activities	6	77,026	-	77,026	75,194
Other	7	1,798	-	1,798	1,754
Total resources expended		<u>78,824</u>	<u>-</u>	<u>78,824</u>	<u>76,948</u>
Net income/(expenditure)		(1,209)	-	(1,209)	5,250
Total funds brought forward		90,868	722	91,590	86,340
Gross transfers between funds		-	-	-	-
Total funds Carried Forward	14	<u>89,659</u>	<u>722</u>	<u>90,381</u>	<u>91,590</u>

All of the activities of the charity are classed as continuing

The notes on pages 10 to 14 form part of these financial statements

As required by paragraph 4.67 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

*Details of the allocation of 2021 total funds between unrestricted and restricted are shown in note 15

SYDENHAM ROAD UNDER FIVES

BALANCE SHEET

YEAR ENDED 31 JULY 2022

	Note	2022 £	£	2021 £
Current assets				
Cash at bank		91,172		92,505
		<u>91,172</u>		<u>92,505</u>
Creditors : Amounts falling due within one year	11	(791)		(915)
Net current assets or liabilities			90,381	91,590
Total net assets or liabilities			<u>90,381</u>	<u>91,590</u>
The Funds of the Charity				
Restricted funds	14	722		722
Unrestricted funds	14	89,659		90,868
			<u>90,381</u>	<u>91,590</u>

These financial statements were approved by the trustees on and are signed
on their behalf by:

.....
Chairperson

.....
Treasurer

The notes on pages 10 to 14 form part of these financial statements

SYDENHAM ROAD UNDER FIVES
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 JULY 2022

1 Basis of Preparation

- a) These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.
The financial statements 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 (FRS 102) effective from 1 January 2015, as amended by Update Bulletin 2 published in October 2018, effective for accounting periods beginning on or after 1 January 2019 and with the Charities Act 2011.
- b) The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.
- c) The charity constitutes a public benefit entity as defined by FRS 102.

2 Accounting Policies

- a) Income from donations is included in income and endowments when these are receivable, except as follows:
- i) When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods.
- ii) When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-condition have been met.
- b) Expenditure is recognised in the period in which they are incurred. Expenditure includes attributable VAT which cannot be recovered.
- c) Most expenditure is directly attributable to specific activities, and have been included in those cost categories. Support cost have been allocated 100% towards the charitable activities of the charity.
- d) Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees.
- e) 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.
- f) The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.
- g) The charitable company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charitable company in an independently administered fund. Pension costs charged in the financial statements represent the contribution payable by the charitable company during the year.

SYDENHAM ROAD UNDER FIVES

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 JULY 2022

Income and Endowments From:

3 Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Fundraising and donations	681	-	681	1,230
Pre-School provision	76,816	-	76,816	71,157
COVID-19 Sustainability Grant	-	-	-	9,703
	<u>77,497</u>	<u>-</u>	<u>77,497</u>	<u>82,090</u>

Donations and legacies prior year - all unrestricted

4 Trading Income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Admin fees	115	-	115	105
	<u>115</u>	<u>-</u>	<u>115</u>	<u>105</u>

Trading income prior year - all unrestricted

5 Investment Income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Bank interest	<u>3</u>	<u>-</u>	<u>3</u>	<u>3</u>

Investment income prior year - all unrestricted

SYDENHAM ROAD UNDER FIVES

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 JULY 2022

Expenditure on:

6 Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Resources / training materials	2,102	-	2,102	2,544
Salaries	63,161	-	63,161	61,062
Rent & rates	9,935	-	9,935	9,628
Miscellaneous	405	-	405	426
Postage/ stationery/admin	694	-	694	223
Memberships / subscriptions	331	-	331	223
Training	206	-	206	838
DBS fee	192	-	192	250
	<u>77,026</u>	<u>-</u>	<u>77,026</u>	<u>75,194</u>

Charitable activities

	<i>Unrestricted Funds £</i>	<i>Restricted Funds £</i>	<i>Total Funds 2021 £</i>
<i>Craft supplies</i>	<i>2,544</i>	<i>-</i>	<i>2,544</i>
<i>Salaries</i>	<i>61,062</i>	<i>-</i>	<i>61,062</i>
<i>Rent & rates</i>	<i>9,628</i>	<i>-</i>	<i>9,628</i>
<i>Miscellaneous</i>	<i>426</i>	<i>550</i>	<i>976</i>
<i>Postage/ stationery/admin</i>	<i>223</i>	<i>-</i>	<i>223</i>
<i>Memberships</i>	<i>223</i>	<i>-</i>	<i>223</i>
<i>Training</i>	<i>838</i>	<i>-</i>	<i>838</i>
<i>DBS fee</i>	<i>250</i>	<i>-</i>	<i>250</i>
	<u><i>75,194</i></u>	<u><i>550</i></u>	<u><i>75,744</i></u>

7 Other

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Payroll	507	-	507	542
Independent examination	791	-	791	731
Professional fees	-	-	-	50
Insurance	500	-	500	431
	<u>1,798</u>	<u>-</u>	<u>1,798</u>	<u>1,754</u>

Other prior year - all unrestricted

SYDENHAM ROAD UNDER FIVES
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 JULY 2022

8 Net incoming resources for the year

This is stated after charging:

	2022	2021
	£	£
Independent Examiners Fee	791	731

9 Staff costs and numbers

The aggregate payroll costs were:

	2022	2021
	£	£
Wages and salaries	63,161	60,530
Social security costs	-	-
Employers pension costs	-	532
	63,161	61,062

No employee received emoluments of more than £60,000.

The average monthly head count was 7 staff (2021: 7 staff)

The key management personnel of the charity comprise the board of trustees & the Senior Play Leader. The total employee benefits of key management personnel, during the year, total £xxxx (2021: £15,346).

10 Taxation

The charity is exempt from corporation tax on its charitable activities.

11 Creditors: amounts falling due within one year

	2022	2021
	£	£
Creditors	-	184
Accruals:		
Independent Examination	791	731
	791	915

12 Trustee remuneration

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2021: £nil) neither were they reimbursed expenses during the year (2021: £nil). No charity trustee received payment for professional or other services supplied to the charity (2021: £nil).

SYDENHAM ROAD UNDER FIVES
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 JULY 2022

13 Related party Transactions

There were no related party transactions during the year (2021: £nil)

14 Analysis of charitable funds

	At 01-Aug 2021	Incoming resources	Outgoing resources	Transfers	At 31-Jul 2022
	£	£	£	£	£
Restricted funds					
Bristol City Council - Capital	722	-	-	-	722
	<u>722</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>722</u>
Unrestricted funds					
General funds	90,868	77,615	(78,824)	-	89,659
Total funds	<u>91,590</u>	<u>77,615</u>	<u>(78,824)</u>	<u>-</u>	<u>90,381</u>

Restricted funds:

Bristol City Council - Capital improvements to the kitchen and nursery environment

15 Analysis of charitable funds - previous year, as required by paragraph 4.2. of the SORP

	Unrestricted Funds	Restricted Funds	Total Funds 2021
	£	£	£
Income and Endowments from:			
Donations and Legacies	82,090	-	82,090
Other Trading Activities	105	-	105
Investment Income	3	-	3
Total	<u>82,198</u>	<u>-</u>	<u>64,472</u>
Expenditure On:			
<i>Charitable activities</i>	75,194	-	75,194
<i>Other</i>	1,754	-	1,754
Total resources expended	<u>76,948</u>	<u>-</u>	<u>76,948</u>
Net income/(expenditure)	5,250	-	5,250
Total funds brought forward	85,618	722	86,340
Total funds Carried Forward	<u>90,868</u>	<u>722</u>	<u>91,590</u>

16 Analysis of net assets between funds

	General Funds £	Restricted Funds £	Total Funds £
Cash at Bank and In Hand	90,450	722	91,172
Other Net Current Assets/Liabilities)	(791)	-	(791)
Total	<u>89,659</u>	<u>722</u>	<u>90,381</u>