

STAPLE PRE-SCHOOL

**Receipts and Payments Account for the Year ended
21 July 2021
With Statement of Assets and Liabilities**

INDEX

Page

1	INDEPENDENT EXAMINERS REPORT
2	ANNUAL REPORT
3	RECEIPTS AND PAYMENTS ACCOUNT
4	STATEMENT of ASSETS and LIABILITIES
5	NOTES TO THE ACCOUNTS

BATCHELOR COOP chartered accountants
THE NEW BARN MILL LANE EASTRY SANDWICH KENT CT13 0JW

STAPLE PRE-SCHOOL

Page 1

**Independent Examiners Report to The Trustees of Staple Pre-School
21 July 2021**

I report on the accounts of the Trust for the year ended 21 July 2021 which are set out on pages 2 to 5.

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 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

examine the accounts under section 145 of the Act,

to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and

to state whether particular matters have come to my attention.

Basis of Independent Examiners report

My examination was carried out in accordance with general directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the trust 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 of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

Independent Examiners Unqualified Statement

In connection with my examination, no matter has come to my attention:

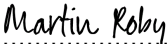
- (1) which gives me reasonable cause to believe that, in any material respect, the requirements:
 - a) to keep accounting records in accordance with section 130 of the 2011 Act and
 - b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act and the regulations there under 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.

Martin Roby FMAAT
Batchelor Coop Limited
Chartered Accountants
The New Barn, Mill Lane, Eastry
Sandwich CT13 0JW

DocuSigned by:


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27 April 2022 | 9:39 AM BST

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Date

**STAPLE PRE-SCHOOL
ANNUAL REPORT
21 July 2021**

Page 2

Legal and administrative information

Charity Commission registered number 1051270

Principal correspondence address **Operating address**

2 School Cottages
School Lane
Staple
Canterbury
Kent CT3 1LJ

Staple Village Hall
Mill Road
Staple
Canterbury
Kent CT3 1LB

Governing document

A constitution was made on the 5th May 2009. The most recent amendment was made on 24th January 2017.

Charity objectives

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

- (a) offering appropriate play facilities and training courses, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children, regardless of race, culture, religion or means
- (b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas.
- (c) instigating and adhering to and furthering the aim of the Pre-school Playgroups Association

Public benefit

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charities Commission's general guidance on public benefit, Charities and Public Benefit.

Trustees

Paul Wells (Resigned 1 September 2021)
Lauren Victoria Gupta-Miles
Debbie Ann Carthew
Bridget Burridge
Jessica Rose Dexter (Appointed 21 October 2020)
Emma Jane Freeman (Appointed 9 September 2021)
Jennifer Bryne (Appointed 3 November 2021)
Gemma Minter (Appointed 3 November 2021)

Treasurer

Emma Jane Freeman (Appointed 9 September 2021)

Secretary

Debbie Ann Carthew (Appointed 9 September 2021)


Chairperson

Lauren Victoria Gupta-Miles (Appointed 1 September 2021)

Trustee selection method

Committee members are elected each year at the AGM.

DocuSigned by:



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Lauren Victoria Gupta-Miles

27 April 2022 | 9:31 AM BST

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Date

STAPLE PRE-SCHOOL

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDING

21 July 2021

Page 3

	2021	2020
INCOME		
Fundraising / donations	-	856.08
Funding	35,663.76	61,730.46
Fees	13,424.16	3,018.87
Miscellaneous	-	142.25
Lunch Club money	-	223.00
Covid grant income	7,713.61	
	<u>56,801.53</u>	<u>65,970.66</u>
OTHER INCOME		
Bank Interest received	<u>-</u>	<u>6.00</u>
PAYMENTS		
Rent	3,420.00	4,452.00
Wages	49,992.57	40,726.50
Insurance	-	540.81
Activities and resources	1,702.31	388.08
Printing, postage, stationery and advertising	449.37	50.40
Sundry	83.20	162.90
Training	906.88	301.00
Uniforms	169.68	200.00
Repairs and renewals	96.25	-
Subscriptions	85.00	35.00
Telephone and internet	358.88	204.00
Accountancy	794.40	1,071.60
Legal and professional fees	4,158.52	
Staff entertaining	-	-
Snacks	64.25	247.54
	<u>62,281.31</u>	<u>48,379.83</u>
ASSET PURCHASES	265.00	785.72
TOTAL PAYMENTS	<u>62,546.31</u>	<u>49,165.55</u>
NET (PAYMENTS)/RECEIPTS	(5,744.78)	16,811.11
CASH FUNDS LAST YEAR END	49,974.89	33,163.78
CASH FUNDS THIS YEAR END	<u>44,230.11</u>	<u>49,974.89</u>

STAPLE PRE-SCHOOL

STATEMENT OF ASSETS AND LIABILITIES AS AT THE

21 July 2021

	Unrestricted Funds 2021	Unrestricted Funds 2020
CASH FUNDS		
Bank account	44,217.11	43,692.72
Deposit account	-	6,252.17
Cash held	13.00	30.00
	<u>44,230.11</u>	<u>49,974.89</u>

ASSETS RETAINED FOR CHARITY'S OWN USE

Equipment	<u>12,374.00</u>	<u>7,242.00</u>
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On behalf of the Trustees

Lauren Victoria Gupta-Miles

27 April 2022 | 9:31 AM BST

Date

STAPLE PRE-SCHOOL
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 21 July 2021

Page 5

Accounting Policies

The receipts and payments account has been prepared on the basis of recognising income on the date it is received as cash or cheque and expenditure at the date of payment.

The accounts have not been prepared on an accruals basis as the trustees have taken advantage of the accounting exemption available to small charities in the Charities Act 2011.

No Balance Sheet has been produced as the Trustees have taken advantage of the accounting exemptions available to small charities in the Charities Act 2011.

A Statement of Assets and Liabilities is provided in accordance with practice suggested by the Charities Commission.

Fund Accounting.

The trustees are not required to show detailed fund accounting in these accounts due to the small charities exemptions. They do however ensure that when gifts or grants are received for a specific purpose that the expenditure matches that gift. There was no surplus from any grant received over expenditure made from these specific donations and grants at 21st July 2021.

Trustees' remuneration

During the year salaries were paid to the following trustees under contracts of employment

Paul Wells	£4,880.40
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