

BRETTON COMMUNITY PRESCHOOL

Charity Commission Registered No: 1055385

ANNUAL REPORT AND ACCOUNTS

For the year ended 31st July 2023

**Bretton Community Preschool
Trustee Annual Report
For the year ended 31st July 2023**

The trustees present their report and independently examined financial statements for the year ended 31st July 2023.

Reference and Administrative Details:

Registered Name:	Bretton Community Preschool	
Charity No:	1055385	
Operational Address:	Watergall Children & Family Centre Watergall Bretton Peterborough PE3 8NX	
Trustees at date of Report:	Chair	Lisia Blacely Land
	Vice Chair	Gwynneth Foster
	Treasurer	Donna Hewitt
	Others	Zoe Capon Emma Cornwall Ngarlui Janssens Kimberley Prette Naomi Richards
Other Trustees who served in the year:	Left 29/01/24	Nichola McCarthy
Bankers:	HSBC Bank Plc	
Independent Examiner:	Mark J Ruffles & Co 4 Baron Court Werrington Peterborough PE4 7ZE	

Structure Governance and Management

This is a membership organisation governed by the model Pre-school Learning Alliance Constitution 2011, which was adopted at the Annual General Meeting held on 9th November 2011. Members can be parents or guardians of all children who attend playgroup or other interested individuals approved by the Committee. Committee members are appointed / confirmed at the Annual General Meeting. All Committee members give their time on a voluntary basis and receive no remuneration or other benefits.

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Objects and Activities

The aims of the Preschool are 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, education and care facilities, family learning and extended hours groups, 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 whatever their race, culture, religion, means or ability.
- (b) encouraging the study of the needs of the 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 aims and objects of the Pre-school Learning Alliance.

Public benefit

The committee and staff have regard to Charity Commission guidance on public benefit when setting objectives and planning activities. All children are eligible for Nursery Education Funding, which is provided by the Local Authority, the term after they become 3 years old. Fees are charged for children who attend between the ages of 2 and 3 but these are kept as low as possible so that our childcare is affordable to all families using our service.

Achievements and Performance

The year began with the installation of faster broadband, which became fully operational by the start of the new school year. This upgrade has significantly enhanced our online systems, such as Tapestry, allowing us to deliver our services more effectively.

The preschool is committed to maintaining a high staff-to-child ratio and promoting the professional development of all staff. Over the past year, we have recruited four new staff members, one of whom is funded through special needs funding. Two staff members have begun Special Educational Needs Coordinator training, while others have received training in children's behavior management, first aid, and early years education. In November, staff attended a conference for early years settings, which contributed to their personal development and showed the preschool how to maximise resources.

Our children participated in numerous activities throughout the year. In November, they raised £156.34 for Children in Need by dressing up in fancy dress along with the staff. To celebrate Christmas, the children visited Blossom Court, where they sang Christmas songs with Santa in attendance. Each child received a present and an orange. Additionally, a Christmas party featuring games and food was enjoyed by everyone who attended.

In March, we celebrated the coronation of King Charles by inviting parents and carers to a tea party with the children. In May, we raised £609.03 at the family fun day, which helped fund the annual

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preschool trip and significantly reduced costs for our families. In July, we hosted a surprise party to celebrate the retirement of a long-serving staff member, attended by family and colleagues, both past and present. We also held a leavers' party to bid farewell to the children moving on to primary school.

Early Years Pupil (EYP) funding was used to hire a pantomime company to perform for the children, providing them with a memorable experience. Additionally, we invited a speech and language therapist to our setting, who offered parents valuable and relevant advice, especially beneficial given the current long waiting times for accessing this service.

Reserves policy

Reserves act as a cushion for any loss of income and unforeseen situations. Throughout the year the balances have remained well over the reserves level, set at £74,682. Reserves are calculated using the amounts needed to settle any 12-week notice periods and redundancy payments plus one month's costs.

Financial Review

Last year the preschool income exceeded £250,000, which is the threshold for changing to accruals accounts. Accruals accounts present a clearer picture of the charity's finances during the year. They show income and expenditure as these relate to the year in question, rather than simply recording money received and paid out of the bank account.

Overall income has increased by 13% and expenditure has increased by 20%. NEF Funding, Special Needs funding from the Local Authority and fees from parents have all increased. The preschool also received a donation of £1,740 from a local preschool that closed during the year.

There has been a 24% increase in staffing costs which is partly attributable to the 9.6% increase in the National Living Wage, but also extra staff members have been recruited. Premises costs have remained constant despite the increase in energy costs. Early Years helped the preschool to renegotiate the lease costs last year, and savings in caretaker costs have offset the 20% increase in energy costs.

The preschool has a total of £210,194 being carried over to the new accounting period.

This Report has been approved by the Trustees and has been signed on their behalf by:

Signature: 

Full Name: Ursula Lord

Date: 21/5/24

STATEMENT OF FINANCIAL ACTIVITIES

For the Period 1st August 2022 to 31st July 2023

	NOTE	UNRESTRICTED FUNDS THIS YEAR	RESTRICTED FUNDS THIS YEAR	TOTAL FUNDS THIS YEAR	TOTAL FUNDS LAST YEAR
<u>INCOMING RESOURCES</u>	3	£	£	£	£
Income from:					
Donations	A1	1,740	0	1,740	123
Charitable activities	A2	275,556	0	275,556	246,435
Other trading activities	A3	856	0	856	837
Investments	A4	880	0	880	26
Total		279,032	0	279,032	247,421
<u>RESOURCES EXPENDED</u>	5	£	£	£	£
Expenditure on:					
Raising funds	B1	(129)	0	(129)	(180)
Charitable activities	B2	(243,474)	0	(243,474)	(203,172)
Total		(243,603)	0	(243,603)	(203,352)
Net incoming/outgoing resources		35,429	0	35,429	44,069
Transfers between funds		0	0	0	0
Net movement in funds		35,429	0	35,429	44,069
Reconciliation of funds:					
Total funds brought forward		174,765	0	174,765	130,696
Total funds carried forward		210,194	0	210,194	174,765

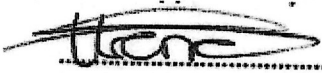
BRETTON COMMUNITY PRESCHOOL
CHARITY COMMISSION REGISTERED NO: 1055385


BALANCE SHEET AS AT 31ST JULY 2023

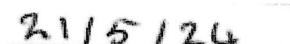
	NOTE	UNRESTRICTED FUNDS THIS YEAR £	RESTRICTED FUNDS THIS YEAR	TOTAL FUNDS THIS YEAR	TOTAL FUNDS LAST YEAR
<u>FIXED ASSETS</u>					
Tangible Fixed Assets	8	4,462	0	4,462	1,963
Total Fixed Assets		4,462	0	4,462	1,963
<u>CURRENT ASSETS</u>					
Debtors and prepayments	9	1,909	0	1,909	2,907
Cash at Bank and in Hand	11	222,487	0	222,487	176,525
Total Current Assets		224,396	0	224,396	179,432
<u>CREDITORS</u>					
Amount Falling Due Within One Year	10	(18,664)	0	(18,664)	(6,630)
TOTAL NET ASSETS OR LIABILITIES		210,194	0	210,194	174,765
<u>FUNDS OF THE CHARITY</u>					
Restricted income funds		0	0	0	0
Unrestricted funds		210,194	0	210,194	174,765
TOTAL FUNDS		210,194	0	210,194	174,765

The notes on pages 3 - 8 form part of these financial statements.

Signed on behalf of the Trustees:


Signature


Name


Date

BRETTON COMMUNITY PRESCHOOL

CHARITY COMMISSION REGISTERED NO: 1055385

NOTES TO THE ACCOUNTS

For the Period 1st August 2022 to 31st July 2023

NOTE 1 – BASIS OF PREPARATION

The accounts have been prepared in accordance with the applicable accounting standards and comply with SORP FRS102 and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There are no material uncertainties related to events or conditions that cast doubt on the charity's ability to continue as a going concern.

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

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

NOTE 2 – ACCOUNTING POLICIES

2.1 INCOME

Recognition of Income	These are included in the Statement of Financial Activities (SoFA) when the charity becomes legally entitled to the resources and the amount can be quantified with reasonable accuracy.
Offsetting	There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted under FRS 102 SORP or FRS 102.
Grants and Donations	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
Volunteer Help	The value of any voluntary help is not included in the accounts.
Income from interest	This is included in the accounts when receivable.

2.2 EXPENDITURE AND LIABILITIES

Resources Expended	Expenditure and liabilities are recognised in the period to which they relate.
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BRETTON COMMUNITY PRESCHOOL

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NOTES TO THE ACCOUNTS

For the Period 1st August 2022 to 31st July 2023

Governance Costs

Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. This includes cost of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

Support Costs

Support costs are those costs that, whilst necessary to deliver an activity, do not themselves produce or constitute a direct charitable activity. Support costs include administration functions such as accounting, payroll, and IT.

2.3 FUNDS

All incoming and outgoing resources are allocated to the fund to which they relate.

Unrestricted Funds

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

Restricted Funds

Restricted funds are those funds where the donor has placed a restriction of use that is narrower than the general objects of the charity.

2.4 ASSETS

Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £250. They are valued at cost or, if gifted, at the value to the charity on receipt.

Depreciation

Depreciation of fixed assets is provided at the rates shown below so as to write off their costs over their expected useful life, as follows:

	<u>Rate</u>	<u>Basis</u>
Equipment	20% p.a.	Straight line

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NOTES TO THE ACCOUNTS

For the Period 1st August 2022 to 31st July 2023

NOTE 3 - ANALYSIS OF INCOME

	Unrestricted Funds £	Restricted Funds £	Total This Year £	Total Last Year £
A1 Donations				
Donations and gifts	1,740	-	1,740	123
Grants from government/other charities	-	-	-	-
Total Donations	1,740	-	1,740	123
A2 Charitable Activities				
Nursery Education Funding	233,547	-	233,547	215,728
Local Authority Funding	19,490	-	19,490	9,651
Fees from Parents	20,345	-	20,345	18,940
Other Income	2,174	-	2,174	2,116
Total Charitable Activities	275,556	-	275,556	246,435
A3 Other Trading Activities				
Fundraising	856	-	856	837
Total Trading Activities	856	-	856	837
A4 Income from Investments				
Interest Income	880	-	880	26
Total Income from Investments	880	-	880	26
TOTAL INCOME	279,032	-	279,032	247,421

Other Information: All income in the prior year was unrestricted.

Last year income figures have been adjusted from Receipts and Payments to Accruals for comparison purposes.

NOTE 4 - ANALYSIS OF RECEIPTS OF GOVERNMENT GRANTS

No government grants were received in the reporting period.

BRETTON COMMUNITY PRESCHOOL

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NOTES TO THE ACCOUNTS

For the Period 1st August 2022 to 31st July 2023

NOTE 5 - ANALYSIS OF EXPENDITURE

B1 Expenditure of Raising funds	Unrestricted Funds £	Restricted Funds £	Total £	Prior year £
Fundraising Expenses	(129)	0	(129)	(180)
Total Expenditure Raising funds	(129)	0	(129)	(180)
B2 Expenditure on Charitable Activities				
<u>Direct Charitable Activities</u>				
Wages including PAYE and Pensions	(184,149)	0	(184,149)	(148,758)
Other Staff Costs	(3,919)	0	(3,919)	(2,297)
Preschool Resources & Activities	(6,918)	0	(6,918)	(10,294)
Premises	(22,111)	0	(22,111)	(22,326)
Consumables	(4,352)	0	(4,352)	(3,684)
Other costs	(4,489)	0	(4,489)	(2,850)
Bank Charges	(203)	0	(203)	(178)
Depreciation	(1,238)	0	(1,238)	(491)
<u>Support Costs</u>				
Professional Fees	(9,437)	0	(9,437)	(8,452)
Administration	(6,529)	0	(6,529)	(3,710)
<u>Governance</u>				
Governance	(129)	0	(129)	(132)
Total Charitable Activities	(243,474)	0	(243,474)	(203,172)
TOTAL EXPENDITURE	(243,603)	0	(243,603)	(203,352)

Other Information: Last year income figures have been adjusted from Receipts and Payments to Accruals for comparison purposes.

NOTE 6 - DETAILS OF CERTAIN ITEMS OF EXPENDITURE

Note 6.1 - Fees for Examination of the accounts

	This Year £	Last Year £
Independent examiner's fees	105	105
Assurance services other than audit or independent examination	0	0
Tax advisory fees	0	0
Other fees paid to independent examiner, e.g. financial advice, consultancy, accountancy services)		0
Total	105	105

BRETTON COMMUNITY PRESCHOOL

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NOTES TO THE ACCOUNTS

For the Period 1st August 2022 to 31st July 2023

NOTE 7 – PAID EMPLOYEES

Note 7.1 – Staff Costs

	This Year £	Last Year £
Salaries and Wages	168,797	137,011
Social Security Costs	11,641	8,358
Workplace Pension Costs	3,711	3,389
Other employee Benefits	0	0
Total	184,149	148,758

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

Note 7.2 – Average Head Count in the Year

	This Year No	Last Year No
Charitable Activities	15	13

NOTE 8 – TANGIBLE FIXED ASSETS

Cost or Valuation	Preschool Equipment £
At the beginning of the year	2,454
Additions	3,737
Disposals	-
At end of the year	6,191
Depreciation	
At beginning of the year	491
Disposals	-
Depreciation	1,238
At end of the year	1,729
Net book value	
Net book value at the beginning of the year	1,963
Net book value at the end of the year	4,462

NOTE 9 – DEBTORS AND PREPAYMENTS

	This Year £	Last Year £
Fees from Parents	97	0
Prepayments/Accrued income	1,812	2,907
Totals	1,909	2,907

There are no debtors recoverable in more than 1 year included in the above figures.

BRETTON COMMUNITY PRESCHOOL

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NOTES TO THE ACCOUNTS

For the Period 1st August 2022 to 31st July 2023

NOTE 10 – CREDITORS AND ACCRUALS

	This Year £	Last Year £
Trade creditors	2,158	3,424
Accruals and deferred income	15,304	2,083
PAYE / NI Contributions	918	456
HSBC Credit Card	284	667
Totals	18,664	6,630

There are no creditors payable in more than 1 year included in above figures.

NOTE 11 – CASH AT BANK AND IN HAND

	This Year £	Last Year £
HSBC Current	125,512	80,377
HSBC Savings	96,913	96,034
Petty Cash	62	114
Totals	222,487	176,525

NOTE 12 – TRANSACTIONS WITH TRUSTEES AND RELATED PARTIES

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity or related entity.

No trustee expenses have been incurred.

This independent examiner's report relates to the accounts of

BRETTON COMMUNITY PRESCHOOL

Charity Commission Registered No: 1055385

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st July 2023.

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

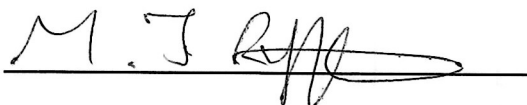
The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.

Signed:



Date

31/10/2023

Mark Ruffles & Co
4 Baron Court
Werrington
Peterborough
PE4 7ZE

Professional Qualification: FCA