

Registration Number: 02919558

Registered Charity No: 1055656

Trustees Report and
Financial Statements

for the Year Ended 31 July 2024
for

Broadlands Pre-School Centre

Broadlands Pre-School Centre

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for the Year Ended 31 July 2024

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Broadlands Pre-School Centre

Legal and Administrative Information
for the Year Ended 31 July 2024

STATUS

Broadlands Pre-School Centre is a registered charity (Registration No. 1055656). It is also a registered company, limited by guarantee without share capital under the Companies Act (Registered No: 02919558). The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those articles, the members of the Management Committee are elected at the AGM for an unspecified period, subject to ratification at each.

TRUSTEES:	Malgorzata O’Gorman (Chair from 22 September 2024) James Bright (joined 23 January 2024, joint treasurer stepped down 14 January 2025) Rose Bright (joined 22 April 2024) Katharine Doherty (treasurer) (joined 10 July 2024) Charlotte Elliot (left 10 July 2024) Yuliya Firmino Ruiz (Treasurer) (left 10 July 2024) Imogen Gravenell (joined 8 January 2024) Helen Hobson (joined 8 January 2024) Clare Hope (Chair from October 2023, stepped down 22.09.24) Victoria Newman John Quentin (Secretary) (left 12 January 2024) Louisa Seal (joined 16 January 2024) Emma Stagg (left 10 July 2024) Tom Stagg (Finance) (left 10 July 2024) Jill Louise Wainwright (Chair to October 2023) (left 5 November 2023)
REGISTERED NUMBER:	02919558
REGISTERED CHARITY NO:	1055656
SECRETARY:	John Quentin – left 12 January 2024 Victoria Newman – appointed 12 January 2024
REGISTERED OFFICE:	Burrows Field Moorend Grove Leckhampton Cheltenham Gloucestershire GL53 0EY
MANAGER	K L Pritchard
INDEPENDENT EXAMINER:	Andrew R Cook Chartered Accountant Northfield House Bentham Gloucestershire GL51 4UA
BANKERS:	CAF Bank Ltd

Broadlands Pre-School Centre

25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

HSBC UK
The Cross
Gloucester
GL1 2AP

Trustees Report for the Year
Ended 31 July 2024

The trustees present their annual report with the financial statements of the company for the year ended 31 July 2024

OBJECTIVES AND ACTIVITIES

The objective of the company under review is to advance the education of children below the compulsory school age by the provision of a play centre for such children.

The Board of Trustees confirm that they have complied with their duty in Section 4 of the Charities Act 2006 to have due regard to public benefit guidance by the Charity Commission for England & Wales.

ACHIEVEMENTS AND PERFORMANCE

Broadlands began the academic year in a good position in terms of occupancy. Tuesdays, Thursdays, and Fridays were almost full, with a good balance of Preschool and Rising 3's. The Monday and Wednesday sessions were slightly quieter, but numbers were still healthy. The 2023/24 year ended with the setting full on all days besides a Monday and Wednesday (where only a couple of spaces were available). Broadlands is popular with the local community and continues to receive a lot of interest from local families for places.

The setting hosted successful Christmas fair and parents' social which has helped to bring the community together. We have continued the successful PE sessions / multi-skills activity session which is very popular among children and is held three times a fortnight.

Staffing has been the main area of challenge due to the pre-school manager needing to step back for family commitments. Recruitment of staff and a replacement manager was the main area of focus for the committee during 2023/24 with successful recruitment of two part time play workers. From July, the pre-school manager was able to return which was great news for the setting and we move into 2024/25 in a much stronger position.

RESERVES AND FINANCIAL REVIEW

Financial performance of Broadlands in 2023/24 was strong with a net profit of £22,484. Staff costs were the largest outlay at £90,224 for the year but were reduced due to the absence of a manager for a number of months.

During the year we've made improvements to the setting by installing a play bus in the garden and upgrading the surface of the outdoor play area around it. We have also re-laid the garden path and installed a sun sail to allow the children to play outside with more shade available. This has been slightly less successful than hoped for, so will be upgraded in 2024/25.

Staff salaries were raised by 5% from 1st April 2024 to reflect the continued commitment to rewarding our valued staff.

Broadlands Pre-School Centre

TRUSTEES

Company and Charity law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- 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 company will continue in business.

Trustees Report

for the Year Ended 31 July 2024

The trustees have overall responsibility for ensuring the charity has appropriate systems of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies 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.

INDEPENDENT EXAMINER

The trustees recommend Andrew R Cook, Chartered Accountant, remains in office to carry out an independent review of the accounting records and provide an independent opinion.

This report was approved by the Trustees on.....07/04/2025..... and signed on their behalf by



MALGORZATA O'GORMAN

Malgorzata O'Gorman – Chair of the Board of Trustees

Date:22/04/2025.....

Independent Examiner's Report to the trustees of Broadlands Pre-School Centre
For the year ended 31 July 2024

I report to the charity trustees on my examination of the unaudited accounts of the company for the year ended 31 July 2024 which are set out on pages 5 to 11.

Responsibilities and basis of report

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

Independent Examiners Statement

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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



Andrew R Cook ACA
Chartered Accountants
Shurdington Road
Bentham
Gloucestershire
GL51 4UA

Date:

28/04/2025

Broadlands Pre-School Centre
Statement of Financial Activities
For the Year Ended 31 July 2024

<u>Income and expenditure</u>		Unrestricted Funds 31.07.24 £	Unrestricted Funds 31.07.23 £
	Notes		
Income from:			
Charitable activities	2	131,129	111,415
Other trading activities	3 1,507	3,854	1,184
Investments	4		558
		_____	_____
Total		133,820	115,827
		_____	_____
Expenditure on:			
Raising funds	5	211	170
Charitable activities	6	111,125	113,447
		_____	_____
Total		111,336	113,617
		_____	_____
Net income and net movement in funds		22,484	2,210
Reconciliation of funds:			
Total funds brought forward		100,674	98,464
		_____	_____
Total funds carried forward		123,158	100,674
		=====	=====

Continuing operations

None of the company's activities was discontinued during the above two financial years.

The statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 7 to 11 form part of these accounts.

The notes form part of these financial statements

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Broadlands Pre-School Centre

Balance Sheet At

31 July 2024

	Notes		Unrestricted Funds 31.07.24		Unrestricted Funds 31.07.23
		£	£	£	£
FIXED ASSETS					
Tangible assets	9		22,085		9,646
 CURRENT ASSETS					
Debtors	10	2,777		526	
Cash at bank		100,602		93,019	
		<hr/>		<hr/>	
		103,379		93,545	
 CREDITORS					
Amounts falling due within one year	11	2,306		2,517	
		<hr/>		<hr/>	
Net current assets			101,073		91,028
			<hr/>		<hr/>

The notes form part of these financial statements

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NET ASSETS	123,158	100,674
	<u> </u>	<u> </u>
FUNDS		
Unrestricted income funds	123,158	100,674
	<u> </u>	<u> </u>

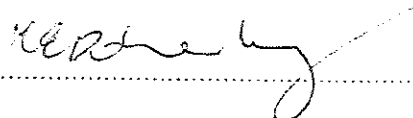
For the year ending 31 July 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies' regime and in accordance with FRS102 SORP.

ON BEHALF OF THE BOARD:



Katharine Doherty

Approved by the Board on22/04/2025.....

Registered in England & Wales

Company no: 029195

Broadlands Pre-School Centre Notes
to the Financial Statements
for the Year Ended 31 July 2024

1. Accounting policies

Accounting convention

The financial statements have been prepared under the historical cost convention and on a going concern basis in accordance with 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 2015) – (Charities SORP (FRS 102) and Companies Act 2006.

Broadlands Pre-School Centre meets the definition of a public benefit entity under FRS 102.

The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Income

Turnover represents the amount received in respect of fees, donations, grants and fund-raising events gross of expenses during the year.

The charity receives government grants in respect of childcare. Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received, and the amount can be measured reliably. If entitlement is not met, then these amounts are deferred.

Income from investments is included in the year in which it is receivable.

Expenditure

Resources expended are recognised in the year in which they are incurred.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Staff costs are in accordance with H M Revenue and Customs legislation currently in force.

Pensions

The pension costs charged in the financial statements represent the contribution payable by the charity during the year. The regular cost of providing retirement pensions and related benefits is charged to the Statement of Financial Activities over the employees' service lives on the basis of a constant percentage of earnings using the government auto enrolment scheme.

Leasing Rentals payable under operating leases are charged against income on a straight- line basis over the lease term.

Financial instruments

The notes form part of these financial statements

Broadlands Pre-School Centre Notes
to the Financial Statements
for the Year Ended 31 July 2024

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognized at transaction value and subsequently measured at their settlement value.

Tangible fixed assets and depreciation

Tangible fixed assets costing more than £500 are capitalised at cost. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings – 5 years straight line

Accounting policies (continued)

Taxation

The company is a registered charity and is exempt from taxation in accordance with the provisions of section 505(1) of the Income and Corporation Taxes Act 1988. The charity is not registered for VAT.

Going concern

The trustees have reviewed the ongoing future of the charity and consider that there are plans in place to continue the charitable company's trustees' operation. There are no material uncertainties that may cast significant doubt on the charitable company's trustees' ability to continue as a going concern.

Provisions

Provisions are recognised when the charity has an obligation at the balance sheet date as a result of a past event, it is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated.

2. Charitable activities

The notes form part of these financial statements

Broadlands Pre-School Centre Notes
to the Financial Statements
for the Year Ended 31 July 2024

	Unrestricted Funds 31.07.24 £	Unrestricted Funds 31.07.23 £
Local government childcare grants	97,190	78,758
Fees receivable	33,939	32,657
	131,129	
		111,415
3. Other trading activities	Unrestricted Funds 31.07.24 £	Unrestricted Funds 31.07.23 £
	1,507	
Other fundraising activities		3,854
4. Investment income		
	Unrestricted Funds 31.07.24 £	Unrestricted Funds 31.07.23 £
Deposit account interest	1,184	558
5. Raising funds	Unrestricted Funds 31.07.24 £	Unrestricted Funds 31.07.23 £
Costs of fundraising	211	170
6. Charitable activities		

The notes form part of these financial statements

Broadlands Pre-School Centre Notes
to the Financial Statements
for the Year Ended 31 July 2024

	Unrestricted Funds	Unrestricted Funds
	31.07.24	31.07.23
	£	£
Materials	1,358	5,401
Activity costs	1,714	1,182
Support costs – Note 7	108,053	106,864
	<hr/>	<hr/>
	111,125 =====	113,447 =====
7. Support costs	Unrestricted	
	Funds	Unrestricted
	31.07.24	Funds
	£	31.07.23
		£
Staff Costs	90,224	85,038
Rent & Rates 2,412 2,748		
Insurance	1,248	1,223
Telephone	529	538
Printing, postage & stationery	115	319
Repairs & renewals	305	396
Light & heat	3,033	1,462
Subscriptions & licences	255	365
General expenses	1,709	1,671
Garden expenses	440	2,297
Cleaning and clothing	748	4,412
Training	248	665
Depreciation	3,572	3,034
IT costs	983	533
Professional fees	973	867
Accountancy	1,164	1,236

The notes form part of these financial statements

Broadlands Pre-School Centre Notes
to the Financial Statements
for the Year Ended 31 July 2024

Bank charges	95	60
	<hr/>	<hr/>
	108,053	106,864
	<hr/>	<hr/>

The notes form part of these financial statements

Broadlands Pre-School Centre

Notes to the Financial Statements for
the Year Ended 31 July 2024

8. Employees

Number of employees

The average monthly headcount was 7.3 staff (2023 – 6.7 staff), all were employed as Pre-School supervisors and staff.

Employment costs	2024 £	2023 £
Wages and salaries	88,875	83,920
Pension costs	1,349	1,118
	<u>90,224</u>	<u>85,038</u>

No employee earned more than £60,000 in the year. (2023 - NIL) None of the trustees received any remuneration in the year (2023 - NIL). The charity paid £229 for trustees' indemnity insurance (2023 - £219) The trustees are considered to be the key personnel of the charity.

6 trustees were the parents of children attending the setting.

9. Tangible fixed assets

	Fixtures and fittings £	Totals £
COST		
At 1 August 2023	79,217	79,217
Additions	16,011	16,011
	<u> </u>	<u> </u>
At 31 July 2024	95,228	95,228
	<u> </u>	<u> </u>
DEPRECIATION		
At 1 August 2023	69,571	69,571
Charge for year	3,572	3,572
	<u> </u>	<u> </u>
At 31 July 2024	73,143	73,143

The notes form part of these financial statements

Broadlands Pre-School Centre
Notes to the Financial Statements

NET BOOK VALUE

At 31 July 2024	22,085	22,085
	=====	=====
At 31 July 2023	9,646	9,646
	=====	=====

for the Year Ended 31 July 2024

10. Debtors

	31.07.24	31.07.23
	£	£
Prepayments and accrued income	2,777	526

11. Creditors: Amounts falling due within one year

	31.07.24	31.07.23
	£	£
Other creditors	1094	1329
Accrued expenses	1212	1188
	2306	2517
	=====	=====

12. Obligations under operating leases

Following a rent review, the rent payable from 01 December 2021 to 30 November 2031 was fixed at £5,000 per annum, discounted at 65% for 5 years from 2022. At 31 July 2024 the charity had annual commitments under non-cancellable operating leases as follows:

Land and buildings

The notes form part of these financial statements

	2024 £	2023 £
Operating leases which expire:		
Within 1 year	1,750	1,750
Within 2 – 5 years	10,250	7,000
Over 5 years	25,750	33,750
	<u>37,750</u>	<u>42,500</u>

Broadlands Pre-School Centre
Notes to the Financial Statements

13. Capital commitments There were no capital commitments at 31 July 2024 (31 July 2023 - NIL).

14. Company status

The company is registered under the Companies Act 2006 as a company limited by guarantee. The company claims exemption under Section 60 from using "limited" in its name under the conditions existing in Section 62. The members of the company are the trustees named on page 1. Every member of the company undertakes to contribute such amount as may be required (not exceeding £1) to the Company's assets if it should be wound up while he or she is a member or within one year after he or she ceases to be a member, for payment of the company's debts and liabilities contracted before he or she ceases to be a member and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributories among themselves.

15. Going concern

The trustees have identified no material uncertainties that would affect the company's ability to continue as a going concern. The trustees are planning for the future to ensure the company is ready to react to a changing environment.

The notes form part of these financial statements

