

ST JOHNS EARLY YEARS PRE-SCHOOL
Operating as **Riverview Kindergarden**

Report of the Directors

For the Year Ended 31 March 2021

The directors have pleasure in presenting their report and the audited financial statements of the charity for the year ended 31st March 2021

Members of the Committee and Professional Advisors

Charity Name	ST JOHNS EARLY YEARS PRE-SCHOOL Operating as Riverview Community Nursery
Registered Charity Number	106 45 71
Board of Directors	Susan Hutton Linda Wilkinson
Registered Office	Teindland Close Newcastle upon Tyne, NE4 8HE
Independent Examiner	Jim Dodds Ellison Services C/O Newcastle Council for Voluntary Service Higham House Higham Place Newcastle upon Tyne NE1 8AF
Bankers	Barclays Bank PLC West Road Newcastle

Structure, governance and management

Governing documents

ST JOHNS EARLY YEARS PRE-SCHOOL operating as Riverview Kindergarden CIC is an unincorporated registered charity.

Board of Directors of the organisation

Susan Hutton and Linda Wilkinson are both named as directors on the Community Interest Company.

Risk management

The directors have conducted its own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and for ensuring the consistent quality of the delivery of all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

Public Benefit

The directors have referred to the Charity Commission's guidance on public benefit when reviewing the charity's objectives and planning its future activities. This annual report will aim to demonstrate the link between our charitable activity and how this benefits our service users.

Objectives and activities

Due to Covid 19, the setting has experienced an unsettling year, where we were closed between March 2019 and July 2019, but have been open since September 2019 to now, first taking in key worker children, then following government advice we opened up to all pre school children. Some parents decided to keep their children at home during this uncertain time, we had very few parents applying for places during this time. The extension of the two year education grant and the changes applied to the nursery education grant payments and 30 hours free childcare, have created a stable financial situation, allowing the setting to re-employ all staff, the setting is now able to reserve a sum of money to use for future redundancies.

The setting has been through a number of staff role changes this year which is now having a positive effect on raising standards. In the past we have lost a number of children to the public sector nurseries due to their offer of extended hours now the numbers of children remaining in the setting for a second academic year is rising. Although due to all primary schools in the area offering 2 year old free places, this has had an impact on our numbers this year. We now have children on fifteen hours through two year funding, children with working parents on 30 hours free childcare, children on 15 hours through nursery education grants, and also a number of working parents. There are concerns at this point in the lack of applications for September 2020-21 which may involve the loss of some staff; this may be due to the majority of primary school settings now offering two year funded places.

Achievements and performance

Due to covid 19 we have had no students attended our nursery, staff training has all been completed online, staff are now fully competent in using zoom and teams for meetings.

Plans for future periods

We are now a charity run by directors to a Community Interest Company (CIC). We have formed a staff forum which meets half termly allowing staff to have more involvement and decision making. Audited accounts are much easier this year as we will be working off the CIC account.

Financial Review

ST JOHNS EARLY YEARS PRE-SCHOOL operating as Riverview Kindergarden is funded by grant income from Newcastle City Council and childcare fees. This income is allocated across respective funds on the Statement of Financial Activities in accordance with the Statement of Recommended Practice (SORP) 2005.

Reserves policy

The management committee has examined the charities requirements for reserves in light of the major risks to the organisation. The established policy is for designated unrestricted funds held by the charity. The reserves are needed to maintain the current activities of the charity in the event of a significant drop in funding. The reserves are also needed to cover the costs of potential redundancies.

Statement of trustees responsibilities

The trustees, who are also directors for the purposes of the Companies Act, are also responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees are required 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 incoming resources and application of resources, including the income and expenditure of the charity for the year. In preparing those financial statements, the trustees are required to:

- ☐ select suitable accounting policies and then apply them consistently;
- ☐ observe the methods and principles in the Charities SORP;
- ☐ make judgements that are reasonable and prudent;
- ☐ state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- ☐ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. 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 directors on and signed on their behalf
by:

Susan Hutton Director

Linda Wilkinson Director

**RIVERVIEW COMMUNITY KINDERGARTEN COMMUNITY INTEREST COMPANY
A COMPANY LIMITED BY GUARANTEE**

**DIRECTORS' REPORT AND FINANCIAL STATEMENTS
For the year ended 31 March 2021**

Company Registration Number 08588100

RIVERVIEW COMMUNITY KINDERGARTEN COMMUNITY INTEREST COMPANY
A COMPANY LIMITED BY GUARANTEE

ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 31 March 2021

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RIVERVIEW COMMUNITY KINDERGARTEN COMMUNITY INTEREST COMPANY
A COMPANY LIMITED BY GUARANTEE

DIRECTORS' REPORT

For the year ended 31 March 2021

The directors present their report and unaudited financial statements of Riverview Community Kindergarten CIC for the year ended 31 Mar 2020, which are set out on pages 4 to 11.

Registered Office

Riverview Community Kindergarten
Teindland Close
Benwell
Newcastle upon Tyne
NE4 8HE

Directors

Susan Hutton
Linda Wilkinson

Accountants

Connected Voice Business Services Ltd
Higham House
Higham Place
Newcastle upon Tyne
NE1 8AF

RIVERVIEW COMMUNITY KINDERGARTEN COMMUNITY INTEREST COMPANY
A COMPANY LIMITED BY GUARANTEE

DIRECTORS' REPORT

For the year ended 31 March 2021

Principal Activities

The principal activity of the company is the provision of pre-school education for children aged between two and four years old.

Directors

The following directors have held office during the year and up to the date of signature of the financial statements, are as follows:

Susan Hutton
Linda Wilkinson

Statement of Directors' Responsibilities

The directors are responsible for preparing the Director's Report and the financial statements in accordance with applicable law regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under Company Law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to :

- Select suitable accounting policies and then apply them consistently.
- Make judgements and accounting estimates that are reasonable and prudent.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

This report was approved by the board on _____ and signed by its order.

Linda Wilkinson
Director

RIVERVIEW COMMUNITY KINDERGARTEN COMMUNITY INTEREST COMPANY
A COMPANY LIMITED BY GUARANTEE

STATEMENT OF INCOME AND RETAINED EARNINGS

For the year ended 31 March 2021

	Note	Total 2021 £	Total 2020 £
Grants		125,032	145,357
Other income		6,825	17,181
Total income		131,857	162,538
Administrative expenses		129,332	152,013
Other operating income		-	-
Profit / (loss) on ordinary activities before taxation		2,525	10,525
Tax on profit on ordinary activities	5	480	2,000
Profit / (loss) on ordinary activities after taxation		2,045	8,525
Profit / (loss) for the financial year		2,045	8,525

There have been no recognised gains and losses in the financial period other than those shown above

RIVERVIEW COMMUNITY KINDERGARTEN COMMUNITY INTEREST COMPANY
A COMPANY LIMITED BY GUARANTEE

STATEMENT OF FINANCIAL POSITION

As at 31 March 2021

Company Registration Number 08588100

	Note	£	Total 2021 £	£	Total 2020 £
<u>Current assets</u>					
Debtors	6	12,118		4,903	
Cash at bank and in hand		60,772		65,169	
Total current assets		72,890		70,072	
<u>Liabilities</u>					
<u>Creditors:</u> falling due within one year	7	(4,549)		(3,775)	
Net current assets			68,341		66,297
Total assets less current liabilities			68,341		66,297
<u>Creditors:</u> falling due after more than 1 year	8	(8,744)		(8,744)	
Net assets			59,597		57,552
<u>Funds</u>					
Profit and loss account	10		59,597		57,552
			59,597		57,552

For the year ended 31 March 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's responsibilities:

The members have not required the company to obtain an audit of its financial statements for the period in question in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and with the financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the Board on:

and are signed on its behalf by: Susan Hutton
Director

RIVERVIEW COMMUNITY KINDERGARTEN COMMUNITY INTEREST COMPANY
A COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

1 Accounting Policies

1.1 Accounting Convention

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the requirements of the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS 102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared on historical cost convention. The principle accounting policies adopted are set out below.

1.1 Going Concern

In response to the COVID-19 pandemic, the Directors have revised their forecasts to take into account the impact on the business of possible scenarios brought on by the impact of COVID-19, alongside the measures that they can take to mitigate the impact. Based on these assessments, given the measures that could be undertaken to mitigate the current adverse conditions, and the current resources available, the Directors have concluded that they can continue to adopt the going concern basis in preparing the annual report and accounts.

1.2 Income

Income from fees is recognised in the accounts when invoiced unless it relates to future accounting periods, in which case it is deferred and included in creditors.

Grants receivable are credited to incoming resources on the earlier date of when they are received or when they are receivable, unless they relate specifically to a future accounting period, in which case they are deferred.

Where a grant is received relating to a future accounting period, the profit and loss account shows the gross amount together with the changes in the amount deferred to future accounting periods. Deferred grant income at the year end is included in creditors.

1.3 Expenditure

Expenditure is brought in to the financial statements on the accruals basis.

1.4 The entity satisfies the criteria of being a qualifying entity as defined in FRS 102.

- (a) Disclosures in respect of each class of share capital have not been presented.
- (b) No cash flow statement has been presented for the company.
- (c) Disclosures in respect of financial instruments have not been presented.
- (d) No disclosure has been given for the aggregate remuneration of key management personnel.

RIVERVIEW COMMUNITY KINDERGARTEN COMMUNITY INTEREST COMPANY

A COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

2 Company constitution

The Company is a community interest company (CIC) and is limited by guarantee having no share capital. In the event of a winding up each member undertakes to contribute such an amount, as may be required for the payment of liabilities not exceeding £1.

3 Operating surplus

	2021 £	2020 £
Operating surplus is stated after charging:		
Depreciation of owned fixed assets	-	-
	-	-

4 Directors remuneration

	2021 £	2020 £
Directors salaries	42,220	42,607
Directors national insurance	3,403	3,500
Directors pension	892	910
	46,515	47,017

5 Taxation on ordinary activities

	2021 £	2020 £
Current tax:		
UK current tax expense	480	2,000
Tax on profit/(loss) on ordinary activities	480	2,000

Reconciliation of tax expense

The tax assessed on the profit on ordinary activities for the year is the same as the standard rate of corporation tax in the UK of 19%.

	2021 £	2020 £
Profit/(loss) on ordinary activities before taxation	2,525	10,525
Profit/(loss) on ordinary activities by rate of tax	480	2,000

RIVERVIEW COMMUNITY KINDERGARTEN COMMUNITY INTEREST COMPANY
A COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

6 Debtors and prepayments

	2021 £	2020 £
Trade debtors	771	-
Prepayments	514	308
Payroll holding account	10,833	4,595
	<u>12,118</u>	<u>4,903</u>

7 Creditors and accruals (payable within 1 year)

	2021 £	2020 £
Creditors		
Trade creditors	969	690
Corporation tax	2,479	1,999
Other creditors	45	30
Accruals		
Accountants fee	1,056	1,056
	<u>4,549</u>	<u>3,775</u>

8 Creditors and accruals (payable after more than 1 year)

	2021 £	2020 £
Cash loan from St Johns Early Years Pre-School	8,744	8,744
	<u>8,744</u>	<u>8,744</u>

9 Reserves

Profit and loss account - This reserve records retained earnings and accumulated losses.

10 Profit and loss account

	2021 £	2020 £
Balance brought forward	57,552	49,027
Profit / (loss) for the year	2,045	8,525
Balance carried forward	<u>59,597</u>	<u>57,552</u>

RIVERVIEW COMMUNITY KINDERGARTEN COMMUNITY INTEREST COMPANY
A COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

11 Related party transactions and control relationships

The Company was under the control of its directors throughout the year.

There are no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office which require to be disclosed.

The company has operated since 1 October 2013, the nursery was previously operated as an unincorporated voluntary organisation. The funds held by the nursery at 30 September 2013 remain with the charity (St Johns Early Years Pre-School operating as Riverview Community Nursery) Charity Number 1064571.

There is a balance of the cash flow loan of £8,744, this was made to the CIC by the charity (St Johns Early Years Pre-School operating as Riverview Community Nursery) to finance the transition of operations from the charity to the CIC, it is anticipated that the remainder will be returned when the charity is operational, the cash flow loan was interest free.

RIVERVIEW COMMUNITY KINDERGARTEN COMMUNITY INTEREST COMPANY
A COMPANY LIMITED BY GUARANTEE

REPORT OF THE ACCOUNTANTS TO THE DIRECTORS

For the year ended 31 March 2021

As described on the balance sheet you are responsible for the preparation of the financial statements for the year ended 31 March 2020 set out on pages 3 to 8 and you consider that the company is exempt from audit.

In accordance with your instructions, we have compiled these unaudited financial statements in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us.

Connected Voice Business Services Ltd
Higham House
Higham Place
Newcastle upon Tyne
NE1 8AF

This page does not form part of the statutory financial statements.

RIVERVIEW COMMUNITY KINDERGARTEN COMMUNITY INTEREST COMPANY
A COMPANY LIMITED BY GUARANTEE
DETAILED PROFIT AND LOSS

For the year ended 31 March 2021

		2021	2020
		£	£
Income			
Grants	Early Years funding	125,032	145,357
Other Income	Childcare fees	1,577	10,976
	Milk grant	1,003	1,380
	Sale of sweatshirts / photographs	269	348
	Fundraising	-	1,092
	Other income	3,976	3,385
		131,857	162,538
Expenditure			
Staff Costs	Directors salaries	42,220	42,607
	Directors national insurance	3,403	3,500
	Directors pension	892	910
	Staff salaries	57,472	74,288
	Other staff costs	3	-
	Staff training	559	608
	Staff travel	121	1,080
	Staff uniforms	29	169
Nurse's Expenditure	Child materials and resources	3,261	4,761
	Children's uniforms	255	202
	Outings	-	202
Children's Food	Milk	739	1,720
	Food and cooking	395	861
Office Costs	Printer cartridges	715	2,014
	Rent	6,200	-
	Office equipment	120	80
	Telephones and post	2,621	1,329
	IT and Software costs	1,077	2,251
	Insurance	586	293
Cleaning Costs	Cleaning equipment	1,464	255
	Cleaning contract	2,393	2,871
Management / Professional Fees	Accountancy fees	1,056	1,056
	Book-keeping and payroll	1,279	1,486
	Subscriptions	29	-
	Professional fees	480	1,920
	Marketing	248	1,798
Premises	Utilities	123	272
	Repair and maintenance	516	3,016
	Miscellaneous	1,076	2,464
		129,332	152,013

This page does not form part of the statutory financial statements.

RIVERVIEW COMMUNITY KINDERGARTEN COMMUNITY INTEREST COMPANY
A COMPANY LIMITED BY GUARANTEE
DETAILED PROFIT AND LOSS

For the year ended 31 March 2021

	2021	2020
	£	£
Income brought forward	131,857	162,538
Expenditure brought forward	(129,332)	(152,013)
Balance on ordinary actives before taxation	2,525	10,525
Tax on balance on ordinary activities	(480)	(2,000)
Balance on ordinary actives after taxation	2,045	8,525
Extraordinary item	-	-
Balance for the financial year	<u>2,045</u>	<u>8,525</u>

This page does not form part of the statutory financial statements.

CIC 34

Community Interest Company Report

For official use
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*Please
complete in
typescript, or
in bold black
capitals.*

**Company Name in
full**

Riverview Community Kindergarten community
interest company

Company Number

8588100

Year Ending

31/03/21

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a description of how they have benefited the community.

We provide a safe stimulating environment to enhance the development and education of pre-school children while working within a framework to ensure equality of opportunity for children of all abilities. We provide learning opportunities for childcare or early years education, this is referenced in a social audit report covering these points. We provide an opportunity for a number of students to access placements at the setting from Newcastle College and MCQ. We continue to develop the nursery to ensure we provide a high quality learning environment for our children.

(If applicable, please just state "A social audit report covering these points is attached").

(Please continue on separate continuation sheet if necessary.)

PART 2 – CONSULTATION WITH STAKEHOLDERS – Please indicate who the company's stakeholders are; how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear.

Our stakeholders are our communities of interest, namely residents in the West End of Newcastle. All work has involved extensive consultation with local residents and it is undertaken to directly meet the needs of the stakeholders. Parents are now able to choose a childcare package of hours that is suitable to meet their needs, which has attracted a wider variety of users.

We have formed a staff forum which meets half termly allowing staff to have more involvement and decision making. We work closely with St Johns mainstream school looking at long term issues of viability for both settings. The setting has been through a number of staff role changes this year which is now having a positive effect on raising standards.

(If applicable, please just state "A social audit report covering these points is attached").

PART 3 – DIRECTORS' REMUNERATION – if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, "There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed" (See example with full notes). If no remuneration was received you must state that "no remuneration was received" below.

There were no other transaction arrangements in connection with the remuneration of directors, or compensation for directors loss of office which require to be disclosed.

PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that "no transfer of assets other than for full consideration has been made" below.

No transfer of assets other than for full consideration has been made.

(Please continue on separate continuation sheet if necessary.)

PART 5 – SIGNATORY

The original report
must be signed by a
director or
secretary of the
company

Signed

Susan Hutton

Date

23/08/2021

Office held Director

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Riverview Kindergarten CIC

Teindland Close

Newcastle Upon Tyne

NE4 8HE

Tel 019 2727440

DX Number

DX Exchange

When you have completed and signed the form, please attach it to the accounts and send both forms by post to the Registrar of Companies at:

For companies registered in England and Wales: Companies House, Crown Way, Cardiff, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland: Companies House, 4th Floor, Edinburgh Quay 2, 139
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

For companies registered in Northern Ireland: Companies House, 2nd Floor, The Linenhall, 32-38
Linenhall Street, Belfast, BT2 8BG