



**THORNS COMMUNITY TRUST**

**ANNUAL REPORT**

**FOR THE YEAR ENDED 31 AUGUST 2023**

**CHARITY NUMBER 1071096**

**[www.brambles-kenilworth.com](http://www.brambles-kenilworth.com)**

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# THORNS COMMUNITY TRUST TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2023

## Reference and administrative information

Thorns Community Trust (TCT) is a registered charity, no. 1071096. TCT trades under the name Brambles Pre-School and Out of School Club (Brambles). Brambles is located on the site of Thorns Community Infant School (Thorns), and continues to maintain close links with the school. Its principal location is c/o Thorns Community Infant School, Blackthorn Road, Kenilworth, CV8 2DS.

TCT is overseen by a committee of Trustees. There are three types of trustee:

- Ex-officio - the head teacher of Thorns Community Infant School
- Nominated - Trustees who are appointed by the governing body of Thorns Community Infant School, and
- Co-opted – Trustees who have been appointed by the TCT committee of Trustees as a consequence of their particular professional skills.

| TRUSTEES WHO SERVED DURING THE YEAR                     |            |                 |
|---------------------------------------------------------|------------|-----------------|
| Name                                                    | Position   | Type of Trustee |
| Jonathan Wright                                         | Chair      | Co-opted        |
| Liz Bradbury                                            | Ex-officio | Ex-officio      |
| Simon Morris                                            | Trustee    | Nominated       |
| Michelle Andrews                                        | Trustee    | Nominated       |
| Victoria Lancaster                                      | Trustee    | Nominated       |
| Sarah Taubman                                           | Trustee    | Nominated       |
| TRUSTEES MANAGING TCT AT THE TIME THIS REPORT IS SIGNED |            |                 |
| Name                                                    | Position   | Type of Trustee |
| Jonathan Wright                                         | Chair      | Co-opted        |
| Liz Bradbury                                            | Ex-officio | Ex-officio      |
| Simon Morris                                            | Trustee    | Nominated       |
| Michelle Andrews                                        | Trustee    | Nominated       |
| Victoria Lancaster                                      | Trustee    | Nominated       |
| Sarah Taubman                                           | Trustee    | Nominated       |

## Structure, Governance and Management

TCT is governed by a constitution, which was written in January 1998 and supplemented by a further deed of the same year. An amendment to the constitution was made by way of Deed of Variation dated 23rd March 2011.

In 2022-23, the Trustees met as a formal Board on four occasions- on 29 September 2022, 6 December 2022, 7 March 2023 and 13 June 2023. During trust meetings all Trustees had the right to speak and to be heard. Decisions were made by consensus.

The day-to-day management of Brambles is delegated to the manager of Brambles, who is supported by a deputy manager. TCT also contracts a direct employee who is responsible for day to day administration and business management. Operational reports are made by the Brambles manager and the business manager (who is responsible for finance) at most Trustee meetings.

## **Objectives, activities and performance**

The main aim of TCT is to provide high quality child care to young children between the ages of 3 years and eleven years through the provision of a Pre-School, Out of School Club and Holiday Club. The Trustees have now agreed that childcare can be most effectively provided from age 3 years.

In effect, Brambles fulfils the obligation of Thorns Community Infant School by way of its extended hours provision.

### *Public benefit*

Brambles is a pre-school, out of school club and holiday club setting that provides reasonably priced childcare and educational benefits to the local community. The Trustees always seek to bear in mind that TCT is a charity and that they have a responsibility to act in the public interest. At the time of signing this report all serving Trustees had read the guidance published by the Charities Commission on public benefit.

The Trustees believe that the aims and resulting benefits of TCT are clear and that the benefits obtained from TCT's activities are derived from its aims. In addition, the benefits are focused on a section of the public, namely pre-school and primary age children and their parents/carers, and within this range, no section of the public is unreasonably restricted.

Due to its location the children who attend Brambles tend to live within the Thorns' catchment area. The admissions policy does not however exclude children from attending who live outside of this area. The Trustees still consider that the prices are competitive and would not regard the inability to pay fees as a bar to entry.

The setting was improved during the year with a major investment in the outside space to improve the garden area.

### *Pre-school*

During the financial year, the Brambles Pre-School was open for five morning and lunchtime sessions as well as a number of afternoon sessions per week during term time.

Brambles Ofsted registration allows 30 children to attend per session. It is TCT policy to not fill each session so that the educational experience for each child is optimised.

The vast majority of the Pre-School children moved from Brambles Pre-School up to Thorns at the end of their pre-school year.

### *Out of School Club*

During the financial year, the Out of School Club was also only open during term time, with a good number of children registered, split across the three year groups at Thorns. The Out of School Club opened both before school, from 8am, and then again after school, from 3pm to 6pm.

### *Holiday Club*

During the financial year, the Holiday Club was open during a good number of school holidays and offered a variety of sessions, within the timeframe of 8am to 6pm.

The number of children attending Holiday Club varied between holidays. In common with previous years, a good proportion of the children who attended holiday club were pupils at Thorns or Park Hill. These were supplemented by children that attended other schools in Kenilworth.

### **Risk Review**

The Trustees regularly consider the risks to which TCT is exposed at the Trustees' meetings and, where appropriate, measures are taken to ensure existing systems and procedures are strengthened to mitigate these risks as far as possible. During the year, some new policies were approved and other improvements were made. This is necessary to ensure good governance and manage risk so as to maintain the high standards for the setting.

The Trustees are mindful that changes in Government Policy as far as the free provision of childcare for nursery age children could alter the risk profile for the setting.

In order to further mitigate risk, the Trustees have established a Charitable Incorporated Organisation (CIO) and intend to transfer the undertaking of the Charity to that CIO. The factor that had historically prevented this from happening was an OFSTED reinspection which took place subsequent to this period of financial reporting. A good OFSTED rating was restored, clearing the way for the CIO to be inceptioned.

### **Financial Review**

For the year ending 31 August 2023, TCT made a surplus of £7,802. This increased the overall level of reserves to £140,381 at the end of the financial year.

The continued challenge faced by TCT is in ensuring that the PreSchool is kept full and that numbers at the Out of School Club are sustained (as the latter largely cross-subsidises the first). The financial performance depends to a large extent on these factors being maintained.

There are no restricted or designated funds held by the Trust. From time to time the Trustees may budget to spend certain monies on certain projects, but these funds remain at all times part of the general accumulated fund of the Trust. However, the Trustees believe that an adequate level of reserves of four to six months' running costs should be maintained at all times to enable TCT to continue operating for a term should all external funding cease.

The Trustees observe that the present cash balance held is materially in excess of the stipulated four to six months' running costs. Given the age of the temporary building and the maintenance liabilities that accrue annually, it remains the stated intention of the Trustees to look to those surplus funds (with the addition of grant monies) to either refurbish or replace the current temporary building.

# THORNS COMMUNITY TRUST

## BALANCE SHEET AS AT 31 AUGUST 2023

|                                                       | Notes | 2023           |                | 2022           |                |
|-------------------------------------------------------|-------|----------------|----------------|----------------|----------------|
|                                                       |       | £              | £              | £              | £              |
| <b>Fixed assets</b>                                   |       |                |                |                |                |
| Tangible fixed assets                                 | 11    |                | 8,253          |                | 5,680          |
| <b>Current assets</b>                                 |       |                |                |                |                |
| Debtors                                               | 12    | 5,146          |                | 5,010          |                |
| Cash at bank and in hand                              |       | <u>129,423</u> |                | <u>124,183</u> |                |
|                                                       |       | 134,569        |                | 129,193        |                |
| <b>Creditors: amounts falling due within one year</b> | 13    | <u>(2,441)</u> |                | <u>(2,294)</u> |                |
| <b>Net current assets</b>                             |       |                | 132,128        |                | 126,899        |
| <b>Net assets</b>                                     |       |                | <u>140,381</u> |                | <u>132,579</u> |
| Represented by:                                       |       |                |                |                |                |
| <b>Accumulated funds:</b>                             |       |                |                |                |                |
| General fund                                          | 14    |                | <u>140,381</u> |                | <u>132,579</u> |

These accounts were approved by the Trustees on 6 March 2024 and are signed on their behalf by:

  
JWE Wright  
Chair

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THORNS COMMUNITY TRUST**

I report on the accounts of Thorns Community Trust ('the Trust') for the year ended 31 August 2023 which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes.

### **Responsibilities and basis of the report**

As the Trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act'). You are satisfied that the accounts of the Trust are not required by charity law to be audited and have chosen instead to have an independent examination.

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act. In carrying out my examination I have followed the general Directions given by the Charity Commission for England and Wales under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with my examination giving me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 Act; or
- the accounts did not accord with those 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.



Michelle Larkin  
Chartered Accountant

FILAN Accountants  
57 Ely Street  
Warwickshire  
CV37 6LN

13 May 2024

# THORNS COMMUNITY TRUST

## STATEMENT OF FINANCIAL ACTIVITIES YEAR ENDED 31 AUGUST 2023

|                                 |       | 2023                      |                          |                     | 2022                      |                          |                     |
|---------------------------------|-------|---------------------------|--------------------------|---------------------|---------------------------|--------------------------|---------------------|
|                                 | Notes | Unrestricted<br>Fund<br>£ | Restricted<br>Funds<br>£ | Total<br>Funds<br>£ | Unrestricted<br>Fund<br>£ | Restricted<br>Funds<br>£ | Total<br>Funds<br>£ |
| <b>Income from:</b>             |       |                           |                          |                     |                           |                          |                     |
| Donation                        | 3     | 1,000                     | -                        | 1,000               | -                         | -                        | -                   |
| Charitable activities           | 4     | 173,374                   | -                        | 173,374             | 171,530                   | -                        | 171,530             |
| Other trading activities        | 5     | 10                        | -                        | 10                  | -                         | -                        | -                   |
| Investments                     | 6     | 790                       | -                        | 790                 | 25                        | -                        | 25                  |
| Other                           | 7     | 290                       | -                        | 290                 | -                         | -                        | -                   |
| <b>Total</b>                    |       | <b>175,465</b>            | <b>-</b>                 | <b>175,465</b>      | <b>171,555</b>            | <b>-</b>                 | <b>171,555</b>      |
| <b>Expenditure on:</b>          |       |                           |                          |                     |                           |                          |                     |
| Charitable activities           | 8     | 167,663                   | -                        | 167,663             | 156,866                   | -                        | 156,866             |
| <b>Total</b>                    |       | <b>167,663</b>            | <b>-</b>                 | <b>167,663</b>      | <b>156,866</b>            | <b>-</b>                 | <b>156,866</b>      |
| <b>Net (expenditure)/income</b> |       | <b>7,802</b>              | <b>-</b>                 | <b>7,802</b>        | <b>14,689</b>             | <b>-</b>                 | <b>14,689</b>       |
| <b>Reconciliation of funds:</b> |       |                           |                          |                     |                           |                          |                     |
| Funds brought forward           |       | 132,579                   | -                        | 132,579             | 117,890                   | -                        | 117,890             |
| <b>Funds carried forward</b>    |       | <b>140,381</b>            | <b>-</b>                 | <b>140,381</b>      | <b>132,579</b>            | <b>-</b>                 | <b>132,579</b>      |



# THORNS COMMUNITY TRUST

## BALANCE SHEET AS AT 31 AUGUST 2023

|                                                       |       | 2023           |                | 2022           |                |
|-------------------------------------------------------|-------|----------------|----------------|----------------|----------------|
|                                                       | Notes | £              | £              | £              | £              |
| <b>Fixed assets</b>                                   |       |                |                |                |                |
| Tangible fixed assets                                 | 11    |                | 8,253          |                | 5,680          |
| <b>Current assets</b>                                 |       |                |                |                |                |
| Debtors                                               | 12    | 5,146          |                | 5,010          |                |
| Cash at bank and in hand                              |       | 129,423        |                | 124,183        |                |
|                                                       |       | <u>134,569</u> |                | <u>129,193</u> |                |
| <b>Creditors: amounts falling due within one year</b> | 13    | <u>(2,441)</u> |                | <u>(2,294)</u> |                |
| <b>Net current assets</b>                             |       |                | 132,128        |                | 126,899        |
| <b>Net assets</b>                                     |       |                | <u>140,381</u> |                | <u>132,579</u> |
| Represented by:                                       |       |                |                |                |                |
| <b>Accumulated funds:</b>                             |       |                |                |                |                |
| General fund                                          | 14    |                | <u>140,381</u> |                | <u>132,579</u> |

These accounts were approved by the Trustees on 6 March 2024 and are signed on their behalf by:

JWE Wright  
Chair

# THORNS COMMUNITY TRUST

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 AUGUST 2023

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### 1. Status

Thorns Community Trust is an unincorporated association; it is also a registered charity (registration number 1071096) whose activities are intended to be for the public benefit. Its principal location is c/o Thorns Community Infant School, Blackthorn Road, Kenilworth, CV8 2DS.

### 2. Accounting Policies

#### Basis of preparation

The accounts (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) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following 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) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

#### Going concern

After making enquiries, the trustees are not aware of any material uncertainties that cast doubt on going concern and have a reasonable expectation that the Charity will be able to continue its activities for the foreseeable future, and at least twelve months from the date of approval of these accounts. Accordingly, they have continued to adopt the going concern basis in the financial statements.

#### Income

Income is recognised as incoming resources to the extent that the charity has provided the services in question.

#### Expenditure

Costs of activities in furtherance of the charity's objects comprise those costs incurred by the charity as a result of the delivery of its service. Governance costs comprise those costs incurred by the charity in meeting its constitutional and statutory requirements.

#### Tangible fixed assets

Tangible fixed assets are included in the balance sheet at cost less depreciation. Depreciation is generally calculated so that the cost of tangible fixed assets less their residual value are written off over their estimated useful lives. The following depreciation rates apply:

- Fixtures, fittings and equipment - 25% reducing balance.

**THORNS COMMUNITY TRUST**

**NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 AUGUST 2023 (continued)**

**3. Donations**

|           | <b>2023</b>               | <b>2022</b>        |
|-----------|---------------------------|--------------------|
|           | <b>Unrestricted<br/>£</b> | <b>Total<br/>£</b> |
| Donations | <u>1,000</u>              | <u>1,000</u>       |
|           |                           | <u>-</u>           |

Donation of £1,000 received from Waitrose (2022: £nil)

**4. Income from charitable activities**

|                         | <b>2023</b>    | <b>2022</b>    |
|-------------------------|----------------|----------------|
|                         | <b>£</b>       | <b>£</b>       |
| Out of school club fees | 88,754         | 72,512         |
| Holiday club fees       | 22,936         | 17,413         |
| Preschool grant         | 48,798         | 69,259         |
| Preschool fees          | 12,886         | 12,346         |
|                         | <u>173,374</u> | <u>171,530</u> |

**5. Other trading activities**

|                                        | <b>2023</b> | <b>2022</b> |
|----------------------------------------|-------------|-------------|
|                                        | <b>£</b>    | <b>£</b>    |
| Contribution from Trustee Simon Morris | <u>10</u>   | <u>-</u>    |

**6. Investment income**

|                                      | <b>Unrestricted<br/>funds<br/>£</b> | <b>2023<br/>£</b> | <b>2022<br/>£</b> |
|--------------------------------------|-------------------------------------|-------------------|-------------------|
| Interest receivable on bank deposits | <u>790</u>                          | <u>790</u>        | <u>25</u>         |

**7. Other income**

|                                                        | <b>2023<br/>£</b> | <b>2022<br/>£</b> |
|--------------------------------------------------------|-------------------|-------------------|
| Grant Received from WCC County Fund for Breakfast Club | <u>290</u>        | <u>-</u>          |

**THORNS COMMUNITY TRUST**

**NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 AUGUST 2023 (continued)**

**8. Expenditure on charitable activities**

|                                     | <b>2023</b>    |            |                | <b>2022</b>    |
|-------------------------------------|----------------|------------|----------------|----------------|
|                                     | Unrestricted   | Restricted | Total          |                |
|                                     | £              | £          | £              | £              |
| Staff costs                         | 140,242        | -          | 140,242        | 119,792        |
| Insurance                           | 2,160          | -          | 2,160          | 1,846          |
| Materials                           | 5,068          | -          | 5,068          | 5,012          |
| Electricity                         | 1,393          | -          | 1,393          | 1,912          |
| Training                            | 918            | -          | 918            | 541            |
| Printing postage and telephone      | 934            | -          | 934            | 977            |
| Depreciation                        | 2,751          | -          | 2,751          | 1,893          |
| Rent                                | 4,333          | -          | 4,333          | 4,000          |
| Rates                               | 244            | -          | 244            | 278            |
| Repairs                             | 293            | -          | 293            | 12,189         |
| Cleaning                            | 2,138          | -          | 2,138          | 2,593          |
| Professional fees                   | 922            | -          | 922            | 629            |
| Uniform                             | -              | -          | -              | 91             |
| Nursery IT and software             | 188            | -          | 188            | 386            |
| Bank charges                        | 71             | -          | 71             | 31             |
| Storage & Archiving                 | 952            | -          | 952            | -              |
| Sundry                              | 4,098          | -          | 4,098          | 3,735          |
|                                     | <u>166,703</u> | <u>-</u>   | <u>166,703</u> | <u>155,906</u> |
| Governance costs:                   |                |            |                |                |
| Trustees' remuneration and expenses | -              | -          | -              | -              |
| Independent Examiner's fees         | 960            | -          | 960            | 960            |
|                                     | <u>167,663</u> | <u>-</u>   | <u>167,663</u> | <u>156,866</u> |

**9. Trustees remuneration and expenses**

Ms Michelle Andrews, a trustee, received £40 (2022: £90) for reimbursed expenses during the year.

**10. Staff remuneration and numbers**

|                              | <b>2023</b>    | <b>2022</b>    |
|------------------------------|----------------|----------------|
|                              | £              | £              |
| Wages and salaries           | 137,149        | 118,085        |
| Employers National Insurance | 1,069          | 261            |
| Pension contributions        | 2,024          | 1,446          |
|                              | <u>140,242</u> | <u>119,792</u> |

The average monthly number of employees paid during the year was 2 full time (2022: 3) and 12 part-time (2022: 10) who worked between 3 and 25 hours per week.

# THORNS COMMUNITY TRUST

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 AUGUST 2023 (continued)

### 11. Tangible fixed assets

|                        | Fixtures &<br>fittings<br>£ | Equipment<br>£ | Property<br>Improvements<br>£ | Total<br>£    |
|------------------------|-----------------------------|----------------|-------------------------------|---------------|
| <b>Cost</b>            |                             |                |                               |               |
| As at 1 September 2022 | 26,537                      | 9,996          | 2,753                         | 39,286        |
| Additions              | -                           | 1,074          | 4,250                         | 5,324         |
| As at 31 August 2023   | <u>26,537</u>               | <u>11,070</u>  | <u>7,003</u>                  | <u>44,610</u> |
| <b>Depreciation</b>    |                             |                |                               |               |
| As at 1 September 2022 | 23,343                      | 9,171          | 1,092                         | 33,606        |
| Provided in year       | 798                         | 475            | 1,478                         | 2,751         |
| As at 31 August 2023   | <u>24,140</u>               | <u>9,645</u>   | <u>2,570</u>                  | <u>36,357</u> |
| <b>Net book value</b>  |                             |                |                               |               |
| As at 31 August 2023   | <u>2,396</u>                | <u>1,424</u>   | <u>4,433</u>                  | <u>8,253</u>  |
| As at 31 August 2022   | <u>3,194</u>                | <u>825</u>     | <u>1,661</u>                  | <u>5,680</u>  |

### 12. Debtors

|               | 2023<br>£    | 2022<br>£    |
|---------------|--------------|--------------|
| Trade debtors | 4,231        | 3,682        |
| Prepayments   | 915          | 682          |
| Other debtors | -            | 646          |
|               | <u>5,146</u> | <u>5,010</u> |

### 13. Creditors: amounts falling due within one year

|                              | 2023<br>£    | 2022<br>£    |
|------------------------------|--------------|--------------|
| Trade creditors              | -            | 1,819        |
| Taxation and social security | 901          | -            |
| Other creditors and accruals | <u>1,161</u> | <u>475</u>   |
|                              | <u>2,061</u> | <u>2,294</u> |

**THORNS COMMUNITY TRUST****NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 AUGUST 2023 (continued)****14. Movement in funds**

| Name of fund                       | Opening        | Incoming<br>resources | Outgoing<br>resources | Closing        |
|------------------------------------|----------------|-----------------------|-----------------------|----------------|
|                                    | £              | £                     | £                     | £              |
| Restricted fund: Staff Uniform     | -              | -                     | -                     | -              |
| Restricted fund: JRS Claimed       | -              | -                     | -                     | -              |
| Unrestricted fund:<br>General fund | 132,579        | 175,465               | (167,663)             | 140,381        |
| <b>Total of all funds</b>          | <b>132,579</b> | <b>175,465</b>        | <b>(167,663)</b>      | <b>140,381</b> |

**15. Fees for examination of the accounts**

|                                                             | 2023<br>£    | 2022<br>£    |
|-------------------------------------------------------------|--------------|--------------|
| Independent examiner's fees                                 | 960          | 960          |
| Other fees paid to the independent examiner - payroll costs | 922          | 862          |
|                                                             | <u>1,882</u> | <u>1,822</u> |

FILAN Accountants carried out payroll duties at a cost of £922 (2022:£862) in the year. A separate department carried out this work to ensure independence was maintained.