

PETER PAN PRE-SCHOOL BATH
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020

PETER PAN PRE-SCHOOL BATH

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Mrs K Parmar
Mrs F Parsons
Ms S Matthews
Ms J Savory
Ms K Townsend
Ms C Moon
Mr B Gardiner
Ms S Thornber
Mrs J Pallavi Lanka
Mr J Horwood

Charity number

1074136

Principal address

Methodist Church Hall
Kennington Road
Bath, BA1 3EA

Independent examiner

Mr P J Barton FCCA
ART Accountants Limited
Ground Floor
11 Manvers Street
Bath
BA1 1JQ

Bankers

Lloyds Bank
47 Milsom Street
Bath
BA1 1DN

PETER PAN PRE-SCHOOL BATH

CONTENTS

	Page
Trustees' report	1 - 2
Independent examiner's report	3
Statement of financial activities	4
Balance sheet	5
Notes to the accounts	6 - 8

PETER PAN PRE-SCHOOL BATH

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 AUGUST 2020

The trustees present their report and accounts for the year ended 31 August 2020.

The accounts have been prepared in accordance with the accounting policies set out in Note 1 to the accounts and comply with the charity's Constitution, the Charities Act 2011 and "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)"

Objectives and activities

The object of the Charity is 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.

We offer affordable and fully inclusive (i.e. open to all areas of the community from those with special needs to those on low income) preschool education to the under 5's. By implementing the EYFS 0-5 curriculum, investing in our staff and fostering a nurturing environment we enhance the education and development of our children.

Achievements and performance

During the year we provided Pre-School Education for 35 local families, making sure that each child left to take up their place in Primary School fully prepared and, if necessary, with the support and funding in place to enable them to flourish.

We continued to implement the EYFS 0-5 Curriculum and to work with the families and support agencies of SEN children to provide them with an inclusive Pre- School education.

Our longest serving member of staff retired in in January 2020 and we successfully recruited a replacement. Pre-School was closed between March and June 2020 due to the Covid Lockdown but remained open for the rest of the year. A huge effort was needed by the whole team to work with and within all the restrictions and guidelines.

Fundraising efforts continued virtually with a crowdfunding campaign to recover some of the income lost due to the lockdown. We were also lucky to be awarded a discretionary Covid grant by BANES, both of which, along with the continued receipt of Early Years funding during lockdown, guaranteed the ongoing viability of Pre-School.

Our Leadership Team embraced their roles and worked hard to support the team through regular Supervision and Appraisals. Staff Training was kept as up to date as possible and all policies were reviewed and amended in line with the EYFS 0-5 Curriculum and Statutory Requirements.

Future Plans

The next academic year will see the challenge of continuing to deal with the Covid pandemic. The trustees will be continuing to support our Leaders, enabling and ensuring that all team members receive the necessary support and training to fully meet their roles and obligations. We would like to fundraise to further enhance our outside space when restrictions allow.

Financial review

The Trustees recognize the need to maintain a sufficient level of reserves for use in the event of the charity no longer being viable. A significant drop in the numbers of children attending or loss of our rented premises could be examples of these. It is our policy to hold in reserve the equivalent of 6 months of running costs at £7,000 per month represented in the free reserves figure of £50,383.

PETER PAN PRE-SCHOOL BATH

TRUSTEES' ANNUAL REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

Structure, governance and management

Peter Pan Pre-School Bath is formed under a Constitution dated 21 January 1999 as amended on 11 October 2011. It is a registered charity, with charity number 1074136 and takes the legal form of a members' association.

The committee members and staff who served during the year were as follows:

Chairpersons C Moon and H Clarke

Treasurer K Rutherford

Secretary R Easton

Ordinary members

F Parsons

A Hoyle

K Parmar

Pre-School Leaders M Jones and K Carter

Pre-School Staff L May, S Walton, J Bolton, F Parsons, J Puryer, S Woods-Smith, C Matthews

Trustees are appointed by a vote at the Annual General Meeting. The board of trustees have the power to appoint new or additional trustees and to remove any trustee provided the number of trustees does not fall below a minimum of three.

The trustees who served during the year were:

Mrs K Parmar

Mrs F Parsons

Ms K Rutherford (Resigned October 2020)

Ms H Clarke (Resigned October 2020)

Mrs C Moon

Ms J Savory (Appointed October 2020)

Mrs S Matthews (Appointed October 2020)

Mr J Horwood (Appointed October 2020)

Mr B Gardner (Appointed October 2020)

Ms K Townsend (Appointed October 2020)


Ms S Thornber (Appointed October 2020)

Mrs J Pallavi Lanka (Appointed October 2020)

Public benefit

We have had regard to the guidance contained in the Charity Commission's general guidance on public benefit and referred to it when reviewing our aim and objectives and in planning our future activities.

The trustees' report was approved by the Board of Trustees.


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Mrs F Parsons

Trustee

Dated: 6/7/21

PETER PAN PRE-SCHOOL BATH
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF PETER PAN PRE-SCHOOL BATH

I report on the accounts of the charity for the year ended 31 August 2020, which are set out on pages 4 to 8.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared accounts in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In connection with my examination, no other matter except that referred to in the previous paragraph has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;have not been met or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....
Mr P J Barton FCCA
ART Accountants Limited
Chartered Certified Accountants
Ground Floor
11 Manvers Street
Bath
BA1 1JQ

Dated: 6/7/21

PETER PAN PRE-SCHOOL BATH

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2020

	Notes	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
<u>Income from:</u>					
Charitable activities	2	92,463	-	92,463	94,772
Investments	3	77	-	77	61
Total income		<u>92,540</u>	<u>-</u>	<u>92,540</u>	<u>94,833</u>
<u>Expenditure on:</u>					
Charitable activities	4	87,278	-	87,278	92,828
Total resources expended		<u>87,278</u>	<u>-</u>	<u>87,278</u>	<u>92,828</u>
Net movement in funds		5,262	-	5,262	2,005
Fund balances at 1 September 2019		<u>45,121</u>	<u>-</u>	<u>45,121</u>	<u>43,116</u>
Fund balances at 31 August 2020		<u>50,383</u>	<u>-</u>	<u>50,383</u>	<u>45,121</u>

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

All income and expenditure derive from continuing activities.


PETER PAN PRE-SCHOOL BATH


STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 AUGUST 2020

Notes	2020 £	£	2019 £	£
Current assets				
Cash at bank and in hand	50,383		45,121	
Creditors: amounts falling due within one year	(-)		(-)	
Net current assets		50,383		45,121
Total assets less current liabilities		50,383		45,121
Income funds				
Restricted funds		-		-
Unrestricted funds		50,383		45,121
		50,383		45,121

The accounts were approved by the Trustees on 6/7/21


Mrs F Parsons
Trustee


Mrs K Parmar
Trustee

PETER PAN PRE-SCHOOL BATH
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020

1 Accounting policies

Charity information

PETER PAN PRE-SCHOOL BATH is an unincorporated body whose governing document is a constitution.

1.1 Accounting convention

The accounts have been prepared in accordance with the charity's constitution, the Charities Act 2011 and "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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The accounts 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 the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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

The accounts have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount.

1.5 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

PETER PAN PRE-SCHOOL BATH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

2 Charitable activities - Income

	2020 £	2019 £
Grants	68,126	70,345
Fees and snack money	16,392	19,545
Milk	112	307
Other	780	1,930
Fundraising	7,053	2,645
	<u>92,463</u>	<u>94,772</u>

3 Investments

	2020 £	2019 £
Interest receivable	77	61
	<u>77</u>	<u>61</u>

4 Charitable activities - Expenditure

	2020 £	2019 £
Wages and training	77,155	77,118
Snacks	695	1,457
Milk	184	377
Play equipment	955	626
Fundraising	659	794
	<u>79,648</u>	<u>80,372</u>
Share of support costs (see note 5)	7,210	12,036
Share of governance costs (see note 5)	420	420
	<u>87,278</u>	<u>92,828</u>

PETER PAN PRE-SCHOOL BATH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

5 Support and governance costs

	Support costs £	Governance costs £	2020 £	2019 £	Basis of allocation
Repairs & maintenance	95	-	95	2,171	Charitable activities
Rent	3,780	-	3,780	6,480	Charitable activities
Insurance	446	-	446	446	Charitable activities
Administration costs	395	-	395	705	Charitable activities
Sundries	2,494	-	2,494	2,234	Charitable activities
Independent examination	-	420	420	420	Governance
	<u>7,210</u>	<u>420</u>	<u>7,630</u>	<u>12,456</u>	
Analysed between					
Charitable activities	<u>7,210</u>	<u>420</u>	<u>7,630</u>	<u>12,456</u>	

Governance costs includes payments to the independent examiner of £420 (2019-£420).