

Registered Charity No. 1077895

STEPPING STONES PRE-SCHOOL

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2023

**STEPPING STONES PRE-SCHOOL
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2023**

Contents	Page
Important Data	2
Trustee`s Report	3
Independent Examiner`s Report	4
Statement of the Financial Activities	5 - 6
Notes to the Financial Statements	7

**STEPPING STONES PRE-SCHOOL
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2023**

Important Data

Charity Number	1077895	
Trust Deed	Constitution was adopted on 18 February 1999	
Custodian Trustee	Tina Gibbons (Chairperson)	Appointed November 2015
Committee of Trustees:	Ruth Swinbourne (Treasurer)	Appointed November 2018 and Treasurer from July 2019
	Sophie Sellwood (Secretary)	Appointed November 2017
	Christian Fowler	Appointed November 2016
	Tina Casburn	Appointed November 2015
	Alice Poynton	Appointed July 2019
	Emma Jackson	Appointed December 2020
	Ashley Smith	Appointed November 2021
Charity`s Principal Office	Stepping Stones Pre-School Aldborough Primary School Alby Hill Norwich Norfolk NR11 7PH	
Bankers	The Co-operative Bank plc PO Box 101 1 Balloon Street Manchester M60 4EP	
Independent Examiner	K A Eke FCCA Oak Cottage Bridge Road Colby Aylsham Norfolk NR11 7EA	

**STEPPING STONES PRE-SCHOOL
REPORT OF THE COMMITTEE OF TRUSTEES
FOR THE YEAR ENDED 31 AUGUST 2023**

The committee presents their annual report and the financial statements for the year ended 31 August 2023.

Status

Stepping Stones Pre-School is a registered charity (no. 1077895) established by a constitution document dated 18 February 1999. The accounts are compliant with current statutory requirements in accordance with the constitution document.

Principal Activities

The principal activity of the trust is that of a nursery school. This is achieved by fees paid for attendance together with fund raising, grants and donations.

Review of Development, Activities and Achievements made during the Year

The committee believes the trust`s affairs to be disappointing with a deficit this year of £12,798. The deficit has arisen because the subsidies received from Norfolk County Council have fallen significantly, while the fees are also lower as a result of the lower number of pupils attending the school. This fall in income has not been fully matched by the reduction in employment costs.

The trust continues to rely upon the unpaid services of several individuals who live within the locality.

The finances of the trust however, remains secure with funds of £35,065 being held in bank accounts with The co-operative bank plc.

Reserves Policy

The financial security of the pre-school is dependent on the number of children moving into the locality and upon the birth rates, which have been falling in recent times and are expected to continue to fall for the next few years. We need reserves to keep services running in times of lower children numbers attending. We would like to maintain the current reserve levels which roughly equate to six months expenditure.

.....
Secretary

**STEPPING STONES PRE-SCHOOL
STATEMENTS OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 AUGUST 2023**

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
RECEIPTS				
Fees	22,443	0	22,443	25,130
Fund Raising	0	0	0	206
	<hr/>	<hr/>	<hr/>	<hr/>
	22,443	0	22,443	25,336
OTHER RECEIPTS				
NCC Subsidy	20,971	0	20,971	64,119
Bank Interest	170	0	170	9
Donations	377	0	377	0
	<hr/>	<hr/>	<hr/>	<hr/>
	21,518	0	21,518	64,128
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL INCOMING RESOURCES	43,961	0	43,961	89,464
	<hr/>	<hr/>	<hr/>	<hr/>
DIRECT CHARITABLE EXPENDITURE				
Wages, NIC and Pension	43,667	0	43,667	79,458
	<hr/>	<hr/>	<hr/>	<hr/>
ADMINISTRATION EXPENSES				
Refreshments	500	0	500	870
Professional Fees and Registration Fees	3,012	0	3,012	2,505
Postage, Stationery and Computer Cons	295	0	295	763
Telephone and Internet	897	0	897	645
Light, Heat, Rates and Water	2,236	0	2,236	2,017
Insurance	717	0	717	747
Equipment and Maintenance	3,291	0	3,291	3,315
Training and Courses	212	0	212	769
Sundry	974	0	974	1,164
Fund Raising Expenses	0	0	0	0
Cleaning	958	0	958	1,040
Bad Debts	0	0	0	0
	<hr/>	<hr/>	<hr/>	<hr/>
	13,092	0	13,092	13,835
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL PAYMENTS	56,759	0	56,759	93,293
	<hr/>	<hr/>	<hr/>	<hr/>
NET DEFICIT OF INCOMING RESOURCES OVER PAYMENTS	-12,798	0	-12,798	-3,829
	<hr/>	<hr/>	<hr/>	<hr/>

**STEPPING STONES PRE-SCHOOL
STATEMENTS OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 AUGUST 2023**

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
NET DEFICIT OF INCOMING RESOURCES OVER PAYMENTS	-12,798	0	-12,798	-3,829
Fund Balances Brought Forward at 1 September 2022	47,396	0	47,396	51,225
Fund Balances Carried Forward at 31 August 2023	34,598	0	34,598	47,396
REPRESENTED BY:				
CURRENT ASSETS				
Debtors and Prepayments	342	0	342	290
Business Select Instant Access Account	30,246	0	30,246	30,076
Community Directplus Account	4,819	0	4,819	18,330
Cash in Hand	2	0	2	2
	35,409	0	35,409	48,698
CURRENT LIABILITIES				
Creditors and Accruals	811	0	811	1,302
NET ASSETS	34,598	0	34,598	47,396

The financial statements on pages 5 - 7 were approved by the trustees on and are signed on its behalf, below. We confirm that the records together with the information and explanations provided to K A Eke constitute a true and correct record of all the transactions of the Trust for the year ended 31 August 2023.

.....
Chairperson

.....
Treasurer

**STEPPING STONES PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2023**

1 General Notes

Basis of Accounting

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting by Charities.

2 Interest Received

Interest received consists of interest received on the charity's bank deposit account.

3 Trustees

No remuneration or other benefits were paid to the trustees or people connected with them by the charity.

No transactions were undertaken by the charity in which a trustee or connected person has a material interest.

4 Expenditure

The amount paid for the independent examiner's fee is £325.

5 There were no grants to institutions.

6 The charity does not have any endowment funds.

7 The charity does not have any investment assets.

**8 Employees
Number of Employees**

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Trustees (of whom 3 are officers: 2022 - 3)	8	10
Officers	3	3
Staff	5	10