

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL

England & Wales · Charity number 1078169

Details

| | |
|----------------|---|
| Other names | WHALTON OUT OF SCHOOL CLUB, PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED |
| Status | Registered |
| Legal form | Charitable company |
| Company number | 03853156 |
| Registered | 1999-11-11 |
| Register | View on the Charity Commission register |

Contact

| | |
|---------|--|
| Address | Paws Building Whalton C of E Primary School Whalton Morpeth NE61 3XH |
| Phone | 01670708918 |
| Email | Chair@pawspreschool.co.uk |
| Website | https://pawspreschool.co.uk/ |

Activities

Objects: A) TO PROVIDE THE NECESSARY FACILITIES FOR THE DAILY CARE, RECREATION AND EDUCATION OF CHILDREN DURING OUT OF SCHOOL HOURS AND HOLIDAYSB) TO ADVANCE THE EDUCATION AND TRAINING OF THE PERSONS IN THE PROVISION OF SUCH CARE, EDUCATION AND RECREATIONAL FACILITIES

Activities: Provide Pre-School education and After-School Care to children in the local area.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** Education/training, Economic/community Development/employment
- **Who:** Children/young People

Geography

- Northumberland

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-08-31 | £121,137 | £86,775 | - | - |
| 2024-08-31 | £91,386 | £96,401 | - | - |
| 2023-08-31 | £93,886 | £76,090 | - | - |
| 2022-08-31 | £54,161 | £65,734 | - | - |
| 2021-08-31 | £79,070 | £66,981 | - | - |

Trustees

| Name | Role | Appointed |
|-----------------------------------|------|------------|
| Alisha-Marie Brookes | | 2025-09-07 |
| Faye Jackson | | 2021-09-02 |
| Maria de las Lindes Callejas Diaz | | 2026-02-02 |
| Sheila Jennifer Adams | | 2024-09-26 |

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL

England & Wales - Charity number 1078169

Accounts



**PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED
TRUSTEES' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2025**

Pre-School And After School At Whalton School Limited Contents

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Pre-School And After School At Whalton School Limited
Company No. 03853156
Trustees' Report For The Year Ended 31 August 2025

The trustees present their report and the financial statements for the year ended 31 August 2025.

Objectives and Activities

Aims and Objectives

The objectives for which the charity is established are:

- To enhance the development and education of children under the age of five years.
- To prepare children for the transition to Reception year at school, nominally but not exclusively, at Whalton Primary School.
- To provide the necessary facilities for the daily care, recreation and education of children during out-of-school hours and holidays.

Significant Activities

The activities of the charity are:

- The education and development of children under five years of age.
- Before and after school care of local children between the ages of three and thirteen years; and
- The provision of a summer holiday club for local children between the ages of three and thirteen years.

Public Benefit

Pre-School and After School at Whalton School (PAWS) delivers a benefit to its users and to the wider public, in the following ways:

Purpose: 1.

To enhance the development and education of children under the age of five in Whalton and the surrounding areas through high quality preschool provision.

The children who attend PAWS are educated to the Early Years curriculum within a safe, inviting setting by staff who are committed to regular training in all aspects of Early Years best practice. The following activities all enhance the preschool experience and help our children develop into broad minded, inquisitive, and confident children.

- Our vision, mission and values provide a focus for our activities and reflect our ambitions for our children (pride, courage, thoughtfulness, determination).
- Our PAWS manager is a qualified Forest School professional. This thorough, and enviable, accreditation ensures the highest quality of service and safety in this field.
- Our facilities, and efforts to secure an even more appropriate local outdoor space, ensure that the forest school training can be used to its greatest effect.
- The children spend every Tuesday and Friday morning in the local woodland, which provides a stimulating and healthy environment for learning. We are working towards our bronze Ecoschool award.
- PAWS celebrates various awareness raising, cultural events, and wellbeing initiatives throughout the year, with themes including literacy, dental care, healthy eating, nature, wildlife, sustainability, etc.
- We work hard to keep our facilities interesting and stimulating, with provision for children of all needs. We have spaces for performance, quiet time, reading, crafting, cooking, formal learning, water and sand play, sports, films, gardening and exploring.

We request regular feedback from parents, and we are regularly assessed by a range of educational professionals. Our quality of provision is evident in the responses from our parent feedback forms, parent reviews, as well as in the feedback from local early years professionals and from visiting professionals.

Purpose: 2.

To prepare children for transition to Reception, nominally but not exclusively, at Whalton C of E Aided First School.

- The children who attend PAWS are introduced to the reception school setting on a regular basis.
- Parents can choose a school dinner for their child to help prepare them for the school lunch time routine.
- PAWS children are regularly invited to spend time with pupils and teachers in school, including story times and social events.
- There is a detailed transition timetable for children as they approach Reception. Parents also have the opportunity for meetings with class teachers about any issues they would like to discuss.
- PAWS provides any kind of extra support for any children with additional needs, including overseeing multidisciplinary team meetings, liaising with teachers, and completing necessary paperwork.
- Children aged 3 and over regularly mix with older children during wraparound care, before and after school and during holiday clubs.

Purpose: 3.

To provide high quality opportunities for the care, recreation, and education of the children of Whalton and surrounding areas during out-of-school hours and holidays.

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**Pre-School And After School At Whalton School Limited
Trustees' Report (continued)
For The Year Ended 31 August 2025**

Public Benefit - continued

- We run a holiday club during school holidays, for which demand continues to grow. We welcome children from other settings and siblings of all ages over three.
- Our wraparound care is attended by families from 07.30 to 18:00. We feed children a healthy breakfast, as well as snacks and drinks appropriate to each session.
- We have a weekly timetable, and we schedule our activities in advance. But we are very responsive to the interests and abilities of each child and help our children to structure their own activities to ensure they feel comfortable and occupied throughout the session.
- We are flexible in our booking processes for breakfast and after school club. This gives parents a chance to work more flexibly and to meet the conflicting demands of home and work life.

Purpose: 4.

To support the wellbeing of families and our wider local community through joint social, environmental and health-related opportunities.

- PAWS has a strong presence at Whalton Village Show, providing disabled toilet access and a warm and safe space for use throughout the day.
- We provide support for any local event, for example, providing the refreshments and related staff for events like the Open Garden Scheme, for which funds are raised both for the scheme and for PAWS.
- We spend a great deal of time improving our local environment, for example, with litter picking, sowing seeds, clearing overgrown areas.
- We organise events for the whole village, for example, pumpkin trails and quiz nights. We communicate via a village WhatsApp group and a range of parent groups for children of all school years. We contribute to collections and fundraising initiatives.
- Parents are now organising their own social events, between groups of people who would not be familiar with each other without attendance at PAWS.
- PAWS stays in close contact with the local church and the Parish Council, and our PAWS manager is frequently invited to church, school and village meetings.

The trustees confirm that they have complied with the requirements of Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

Policies and Contributions

Policy on Grant Making

PAWS do not undertake any grant-making activities at this time and as such do not operate a grantmaking policy.

Policy on Social Investment

PAWS do not undertake any social investment activities at this time and as such do not operate a social investment policy.

Contribution by Volunteers

The committee members of PAWS are volunteers to support the ongoing, general running of PAWS. Parents of children attending the setting have also volunteered their time at fundraising events throughout the year.

Achievements and Performance

Main Achievements

The Trustees are pleased to report another year of positive development, growth, and strengthened community engagement for Pre-School And After School At Whalton School Limited (PAWS).

We began the year with a committed and proactive committee in place, supported by an experienced management team and dedicated staff. The Trustees would like to extend sincere thanks to all committee members, staff, apprentices, and volunteers for their continued hard work, enthusiasm, and commitment to supporting children and families within our care.

Throughout 2024/25, our strategic focus has been on strengthening service provision, improving communication with families, increasing community awareness, and investing in facilities that support children's wellbeing and development.

A significant achievement this year has been the continued development of PAWS communications. Work is underway to deliver a simplified, modern website that clearly communicates our ethos and nature-inspired approach, improving accessibility for existing and prospective families. Alongside this, we introduced the ClassForKids online booking system, enabling parents to book holiday camps and after-school activities more efficiently. This has already improved the customer experience and streamlined administrative processes.

Community engagement and visibility have increased substantially during the year. A large-scale local outreach campaign saw the distribution of 10,000 flyers across surrounding areas, supported through generous printing and distribution arrangements. This campaign, combined with positive word-of-mouth and an enhanced digital presence, has contributed to increased awareness of PAWS and supported strong attendance across our services.

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Pre-School And After School At Whalton School Limited
Trustees' Report (continued)
For The Year Ended 31 August 2025

Main Achievements - continued

Communication with parents has also been strengthened through the introduction of a weekly newsletter, providing families with regular updates, key dates, and insights into children's activities. This has been complemented by consistent social media engagement, helping families feel informed, connected, and involved in PAWS life.

The Trustees are particularly pleased with the expansion of our holiday provision. Forest School services were successfully extended to include Easter and six weeks of summer outdoor holiday camps, offering enriching, nature-based childcare during school holidays. These sessions were well attended and have become a valued part of our overall service offering.

A major milestone this year has been the completion of our new sensory room. This specially designed space provides a calm and supportive environment for children, particularly those who are neurodiverse or experience sensory overwhelm. The room has already had a positive impact on children's wellbeing and represents a meaningful investment in inclusive practice.

Listening to and responding to parent feedback has remained a priority. As a result of consultation with families, PAWS extended its opening hours, with preschool operating until 3:00pm and after-school club extended until 6:00pm (weekdays). These changes provide greater flexibility for families and reflect the Trustees' commitment to meeting community needs.

Fundraising and community support have continued through coffee mornings, raffles, auctions, and local events. The development of the Friends of PAWS initiative has further strengthened community involvement, allowing supporters to contribute time and skills without the responsibilities of formal trusteeship.

The Trustees would like to formally thank all individuals, families, volunteers, and local organisations who have supported PAWS throughout the year. Their generosity and engagement continue to play a vital role in the charity's success.

Despite ongoing sector challenges, including funding pressures and changes in local school relationships, the Trustees are confident that the charity remains financially stable, well-managed, and well-positioned for the year ahead.

Plans for future periods

Looking ahead to 2025/26, the Trustees will continue to focus on sustainability, growth, and service quality. Key priorities include completing and launching the new website, continuing to build attendance through community engagement, investing in staff training and apprenticeships, expanding holiday provision with the aim of operating up to 50 weeks per year by 2027, and exploring new income streams such as offering Forest School sessions to local primary schools.

The Trustees remain committed to providing a safe, inclusive, and inspiring environment where children can learn, explore, and thrive, while ensuring the long-term sustainability of PAWS.

Financial Review

Financial Position

PAWS' principal funding source is private fees received for childcare services provided. Other significant income comes from early years entitlement funding received for our pre-school children.

Review of the year

The results for the year and the company's financial position at the end of the year are shown in the attached financial statements.

During the year the Charity had income of £121,137 (2024: £91,386) of which £nil was restricted (2024: £nil) and expenditure of £86,775 (2024: £96,401) of which £nil was restricted (2024: £nil). There was an operating surplus of £34,362 (2024: deficit of £5,015) of which £nil was restricted (2024: £nil).

At 31 August 2025 the Charity had net assets of £73,014 (2024: £38,653) of which £nil were restricted funds (2024: £nil).

Reserves Policy

As of the 31 August 2025 we hold £73,014 in reserves. The Trustees consider holding in reserves no less than £15,000.00. This level of reserves is prudent for the Charity at this time considering potential liabilities in the event that the charity ceased.

It's the committee's long-term aim to increase the level of reserves held in line with its Reserves Policy to a level which would provide twelve months operating runway.

Our Reserves Policy is reviewed annually.

Risk Management

Financial risk policy

This policy outlines the framework for management of financial risk at PAWS preschool, highlighting the responsibility of management and the committee to manage financial risks, and to implement good practice.

Risk management

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Pre-School And After School At Whalton School Limited
Trustees' Report (continued)
For The Year Ended 31 August 2025

Risk Management - continued

There are systems in place for the effective management of all aspects of PAWS, including financial management, to ensure that we adhere to legislative requirements and apply best practice. Risk assessment and risk management form a critical part of these systems. Our risk assessment, our health & safety policy, and our financial risk policy together document the overall PAWS approach to management of risk. Arguably, all risks, whether to do with safety, financial assets or reputation, might have financial implications.

Responsibility

All aspects of risk management are the responsibility of the management and committee to whom all significant matters are escalated.

All PAWS staff and committee are involved and have an important part to play in the identification and management of risk. All staff should be aware of the importance of risk management. There should be formal channels of communication both up and down to identify and manage risks.

Committee members should be aware of the risk to the reputation of PAWS from activities that they may undertake elsewhere.

The establishment of effective financial risk management procedures should not be a one-off event. Financial risk management will become an integral part of management processes considered in association with regular reviews of strategy and objectives.

Financial risks will be reviewed quarterly by senior management and committee to monitor changes and check the progress of mitigation measures.

Risks will also be reviewed annually as part of the strategic planning process.

Risk statement

Whilst PAWS is not required to submit financial risk management processes for auditing, it is good practice to submit this policy as part of our Trustees Report, as a statement declaring that all financial risks have been identified, reviewed and managed via appropriate systems.

Risks

Risks could be anything that pose a threat to the achievement of our strategic objectives, major projects or significant activities, or anything that could substantially damage our reputation or undermine the public's confidence in PAWS.

Options available to us for managing risk are:

- Transferring financial consequence – insurance
- Avoiding activities
- Management/mitigation of risk
- Accepting risk if it cannot be avoided, for example public use of a community building, with steps taken to mitigate identified risks.

Management and committee responsibility (as per our risk assessment document)

- Identification of a risk: Where is it and what is it?
- What is at risk: people, buildings, income, other assets, reputation?
- Assessment of the level of a risk, taking into account likelihood and impact: high, medium, low
- Control measures: what do we need to do to mitigate or limit risk?
- Monitoring and review: Are processes working and thorough? Can they be improved?

Risk appetite

PAWS takes its safeguarding and governance responsibilities seriously. The financial and other risks associated with these areas are great and there is a risk-averse approach to these aspects at PAWS. Service delivery is also of great importance, but flexibility is needed in order to stay up to date, respond to feedback and in so doing to try new approaches. We therefore apply a more cautiously open approach to service delivery. Equally, with our reliance on statutory funding, we also need an open and adaptable approach to funding and to working with new partners.

Structure, Governance and Management

Governing Document

The organisation is a Charitable Company Limited by Guarantee. 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. In the event of a winding up any member (who is a director) undertakes to contribute to the payment of liabilities, such an amount as may be required not exceeding the total of £1.

Pre-School And After School At Whalton School Limited
Trustees' Report (continued)
For The Year Ended 31 August 2025

Trustee Selection Methods

Recruitment and Appointment of the Board

The Directors of the Company are also Trustees for the purposes of charity law and under the company's Articles are also its members. Under the requirements of the Memorandum and Articles of Association, at the Annual General Meeting one-third of the Directors, who are subject to retirement by rotation, shall retire. Retiring Directors can be re-appointed at the Annual General Meeting. Trustees are selected on the basis of specialist skills and commitment to the objectives and aims of the organisation.

Board Induction and Training

New Board Members are introduced to the work of the organisation and informed of their legal roles and responsibilities at an induction meeting. The induction and training programme for new Board Members includes:

- A briefing by the Chair or Chief Executive
- An explanation of roles and responsibilities as a Board Member

- Copies of the main company documents including the Memorandum and Articles of Association and the Financial Statements
- Copy of the business plan and most recent evaluation report
- Copies of recent board papers including budgets and management accounts
- A copy of the Charity Commission publication "How to be an Effective Trustee"
- A copy of the governance structure.

Reference and Administrative Details

Trustees

Mr Gary Stevens
Mrs Sheila Adams (appointed 26/09/2024)
Ms Faye Jackson
Mr David Popay
Mrs Alisha-Marie Brookes (appointed 07/09/2025)

Company Secretary

Mr Gary Stevens

Charity Number

1078169

Company Number

03853156

Registered Office

Paws Building Whalton C Of E Primary School
Whalton
Morpeth
Northumberland
NE61 3XH

Independent Examiner

Lindsay Worville ACMA
BrackBridge Limited
24 Bridge Street
Brackley
NN13 7EW

**Pre-School And After School At Whalton School Limited
Trustees' Report (continued)
For The Year Ended 31 August 2025**

Statement of Trustees' Responsibilities

The trustees (who are also the directors of Pre-School And After School At Whalton School Limited for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statement unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgments and accounting estimates 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at anytime the financial position of the charitable company and to enable them to ensure that the accounts 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Small Company Rules

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The trustees' report was approved by the board of trustees and signed on its behalf by:



Mrs Sheila Adams

Trustee
Date

10 Feb 2026

Pre-School And After School At Whalton School Limited
Independent Examiner's Report to the Trustees of Pre-School And After School At Whalton School Limited
For The Year Ended 31 August 2025

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 2025.

Responsibilities and Basis of Report

As the charity trustees of the Company (and also its directors 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 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 Examiner's Statement

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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
4. 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.



Lindsay Worville ACMA

Date
24 Bridge Street
Brackley
NN13 7EW

11 Feb 2026

Pre-School And After School At Whalton School Limited
Statement of Financial Activities (including Income and Expenditure Account)
For The Year Ended 31 August 2025

| | | 2025 | 2024 |
|------------------------------------|-----------|-----------------------|-----------------------|
| | | Unrestricted funds | Unrestricted funds |
| | Notes | £ | £ |
| INCOME AND ENDOWMENTS FROM: | | | |
| Donations and legacies | 3 | 809 | 176 |
| Charitable activities: | | | |
| Activities for generating funds | | 6,553 | 4,980 |
| Grants and contracts | | 113,775 | 86,230 |
| | | <u>121,137</u> | <u>91,386</u> |
| EXPENDITURE ON: | | | |
| Raising funds | 4 | (594) | (685) |
| Charitable activities: | 4 | | |
| Operation of the charity | | (86,181) | (95,717) |
| | | <u>(86,775)</u> | <u>(96,402)</u> |
| NET INCOME/(EXPENDITURE) | | 34,362 | (5,016) |
| NET MOVEMENT IN FUNDS | | <u>34,362</u> | <u>(5,016)</u> |
| RECONCILIATION OF FUNDS: | | | |
| Total funds brought forward | | 38,652 | 43,668 |
| TOTAL FUNDS CARRIED FORWARD | 14 | <u><u>73,014</u></u> | <u><u>38,652</u></u> |

The notes on pages 10 to 14 form part of these financial statements.

Pre-School And After School At Whalton School Limited
Balance Sheet
As At 31 August 2025

| | | | | 2025 | 2024 |
|---|-----------|-----------------------|---------------------|----------------|----------------|
| | | Unrestricted funds | Restricted funds | Total funds | Total funds |
| | Notes | £ | £ | £ | £ |
| CURRENT ASSETS | | | | | |
| Debtors | 9 | 772 | - | 772 | 1,950 |
| Cash at bank and in hand | | 73,826 | - | 73,826 | 41,172 |
| | | <u>74,598</u> | <u>-</u> | <u>74,598</u> | <u>43,122</u> |
| Creditors: Amounts Falling Due Within One Year | 10 | <u>(1,584)</u> | <u>-</u> | <u>(1,584)</u> | <u>(4,470)</u> |
| NET CURRENT ASSETS (LIABILITIES) | | <u>73,014</u> | <u>-</u> | <u>73,014</u> | <u>38,652</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>73,014</u> | <u>-</u> | <u>73,014</u> | <u>38,652</u> |
| NET ASSETS | | <u>73,014</u> | <u>-</u> | <u>73,014</u> | <u>38,652</u> |
| FUNDS OF THE CHARITY | | | | | |
| Unrestricted Funds | | | | <u>73,014</u> | <u>38,652</u> |
| TOTAL FUNDS | 14 | | | <u>73,014</u> | <u>38,652</u> |

For the year ending 31 August 2025 the charitable 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 charitable company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

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

On behalf of the board



Mrs Sheila Adams

Trustee
e

10 Feb 2026

The notes on pages 10 to 14 form part of these financial statements.

Pre-School And After School At Whalton School Limited
Notes to the Financial Statements
For The Year Ended 31 August 2025

1. General Information

Pre-School And After School At Whalton School Limited is a company limited by guarantee, incorporated in England & Wales, registered number 03853156 and registered charity number 1078169. The registered office is Paws Building Whalton C Of E Primary School, Whalton, Morpeth, Northumberland, NE61 3XH.

2. Accounting Policies

2.1. Basis of Preparation of Financial Statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) "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 2019)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

The charitable company is a Public Benefit Entity as defined by FRS 102.

2.2. Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees and are 'free reserves' of the charity.

Restricted funds are to be used for specific purposes as laid down by the donor.

2.3. Incoming Resources

Revenue recognition

The charity reported total unrestricted funds at the year end of £73,014 and has already secured a significant amount of funding for the current year. The trustees are of the view that the immediate future of the charity for the next 12 to 18 months is secure and that on this basis the charity is a going concern.

Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability.

Grants and donations

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Volunteer Help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

2.4. Resources Expended

Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Charitable activities

Expenditure on charitable activities includes the costs of childcare and other activities undertaken to further the purposes of the charity and their associated support costs.

Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

Irrecoverable VAT

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Pre-School And After School At Whalton School Limited
Notes to the Financial Statements (continued)
For The Year Ended 31 August 2025

2.4. Resources Expended - continued

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

2.5. Cash and Cash Equivalents

Cash and cash equivalents are basic financial assets and include cash in hand and deposits held at call with banks, other short-term highly liquid investments that mature in no more than three months from the date of acquisition and are readily convertible to a known amount of cash with insignificant risk of change in value, and bank overdrafts.

2.6. Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

3. Income from Donations and Legacies

| | 2025 | 2024 |
|---------------------|---------------------------|---------------------------|
| | Unrestricted funds | Unrestricted funds |
| | £ | £ |
| Donations and gifts | 809 | 176 |

4. Analysis of Expenditure

| | 2025 | | |
|--------------------------|---------------------------------------|-----------------------------------|--------------|
| | Activities undertaken directly | Support costs (see note 5) | Total |
| | £ | £ | £ |
| Raising funds | 594 | - | 594 |
| Operation of the charity | 6,141 | 80,040 | 86,181 |
| | 6,735 | 80,040 | 86,775 |
| | 6,735 | 80,040 | 86,775 |

| | 2024 | | |
|--------------------------|---------------------------------------|-----------------------------------|--------------|
| | Activities undertaken directly | Support costs (see note 5) | Total |
| | £ | £ | £ |
| Raising funds | 685 | - | 685 |
| Operation of the charity | 4,124 | 91,593 | 95,717 |
| | 4,809 | 91,593 | 96,402 |
| | 4,809 | 91,593 | 96,402 |

Pre-School And After School At Walton School Limited
Notes to the Financial Statements (continued)
For The Year Ended 31 August 2025

5. Support Costs

| | 2025 |
|------------------------|---------------------------------|
| | Operation of the charity |
| | £ |
| Employee costs | 71,514 |
| Premises expenses | 4,178 |
| General administration | 3,748 |
| Governance costs | 600 |
| | 80,040 |
| | 80,040 |
| | 2024 |
| | Operation of the charity |
| | £ |
| Employee costs | 68,996 |
| Premises expenses | 17,058 |
| General administration | 4,915 |
| Governance costs | 624 |
| | 91,593 |
| | 91,593 |

6. Independent Examiner's Remuneration

| | 2025 | 2024 |
|---|-------------|-------------|
| | £ | £ |
| Independent examination of the financial statements | 600 | 624 |
| | 600 | 624 |
| | 600 | 624 |

7. Staff Costs

Staff costs were as follows:

| | 2025 | 2024 |
|--------------------|-------------|-------------|
| | £ | £ |
| Wages and salaries | 70,820 | 68,135 |
| | 70,820 | 68,135 |
| | 70,820 | 68,135 |

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

8. Average Number of Employees

Average number of employees during the year was: 7 (2024: 11)

9. Debtors

| | 2025 | 2024 |
|----------------------------|-------------|-------------|
| | £ | £ |
| Due within one year | | |
| Trade debtors | 97 | 1,144 |
| Other debtors | 675 | 806 |
| | 772 | 1,950 |
| | 772 | 1,950 |

Pre-School And After School At Whalton School Limited
Notes to the Financial Statements (continued)
For The Year Ended 31 August 2025

10. Creditors: Amounts Falling Due Within One Year

| | 2025 | 2024 |
|------------------------------|-------|-------|
| | £ | £ |
| Trade creditors | - | 222 |
| Other creditors | - | 173 |
| Taxation and social security | 811 | - |
| Accruals and deferred income | 773 | 4,075 |
| | 1,584 | 4,470 |
| | 1,584 | 4,470 |

11. Deferred Income

Deferred income movements in the year were as follows:

| | 2025 | 2024 |
|---------------------------------------|------|------|
| | £ | £ |
| Balance at the start of the period | - | - |
| Income deferred in the current period | 173 | - |
| Balance at the end of the period | 173 | - |
| | 173 | - |

Fees paid in advance by parents for sessions falling after this financial year end.

12. Capital Commitments

At the end of the period, the charitable company had no capital commitments (2024: £nil)

13. Pension Commitments

The charitable company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charitable company in an independently administered fund.

During the year the charge to the statement of financial activities in respect of defined contribution schemes was £NIL.

At the balance sheet date contributions of £NIL were due to the fund and are included in creditors.

14. Movement in Funds

| | As at 1 September 2024 | Income | Expenditure | As at 31 August 2025 |
|---------------------------|------------------------------|---------|-------------|-------------------------|
| | £ | £ | £ | £ |
| Unrestricted funds | | | | |
| Designated: | | | | |
| Unrestricted Funds | 38,652 | 121,137 | (86,775) | 73,014 |
| | 38,652 | 121,137 | (86,775) | 73,014 |
| Total funds | 38,652 | 121,137 | (86,775) | 73,014 |
| | | | | |
| | As at 1 September 2023 | Income | Expenditure | As at 31 August 2024 |
| | £ | £ | £ | £ |
| Unrestricted funds | | | | |
| Designated: | | | | |
| Unrestricted Funds | 43,668 | 91,386 | (96,402) | 38,652 |
| | 43,668 | 91,386 | (96,402) | 38,652 |
| Total funds | 43,668 | 91,386 | (96,402) | 38,652 |

Pre-School And After School At Whalton School Limited
Notes to the Financial Statements (continued)
For The Year Ended 31 August 2025

15. Transactions with Trustees

£Nil

No remuneration or benefits paid.

During the year the expenses reimbursed to the trustees or paid directly to third parties were as follows:

| 2025 | 2024 |
|------------------------------------|------------------------------------|
| £ | £ |
| <u><u> </u></u> | <u><u> </u></u> |

16. Related Party Disclosures

17. Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

Pre-School And After School At Whalton School Limited
Detailed Statement of Financial Activities (including Income and Expenditure Account)
For The Year Ended 31 August 2025

| | 2025 | 2024 |
|--|-----------------|-----------------|
| | Total funds | Total funds |
| | £ | £ |
| INCOME AND ENDOWMENTS FROM: | | |
| Donations and legacies | | |
| Donations and gifts | 809 | 176 |
| | <u>809</u> | <u>176</u> |
| Charitable Activities: | | |
| Activities for generating funds | | |
| Fundraising Income | 6,553 | 4,980 |
| | <u>6,553</u> | <u>4,980</u> |
| Grants and contracts | | |
| Apprentice Grants | 500 | 1,000 |
| Pre-school income and after school clubs | 46,980 | 47,882 |
| Pre-school funding (Northumberland CC) | 66,295 | 37,304 |
| Other Income | - | 44 |
| | <u>113,775</u> | <u>86,230</u> |
| | 121,137 | 91,386 |
| EXPENDITURE ON: | | |
| Raising funds | | |
| Staging fundraising events | (594) | (685) |
| | <u>(594)</u> | <u>(685)</u> |
| Charitable Activities: | | |
| Operation of the charity | | |
| Pre-school and after school supplies | (6,141) | (4,124) |
| Wages and salaries | (70,820) | (68,135) |
| Staff training | (694) | (861) |
| Light and heat | (1,717) | (1,633) |
| Water rates | (195) | (143) |
| Repairs and maintenance | (1,740) | (15,188) |
| Cleaning | (526) | (94) |
| Insurance | (1,615) | (1,752) |
| Printing, postage and stationery | (148) | (132) |
| Telecommunications and data costs | 802 | (623) |
| Professional fees | (1,296) | (1,849) |
| Subscriptions | (347) | (185) |
| Bank charges | (510) | (17) |
| Other office costs | (584) | (288) |
| Sundry expenses | (50) | (69) |
| Independent examiner's fees | (600) | (624) |
| | <u>(86,181)</u> | <u>(95,717)</u> |
| | <u>(86,775)</u> | <u>(96,402)</u> |
| NET INCOME/(EXPENDITURE) | <u>34,362</u> | <u>(5,016)</u> |



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| Wed, 11th Feb 2026 8:41:32 GMT | This envelope has been signed by all parties (31.48.230.32) |
| Wed, 11th Feb 2026 8:41:32 GMT | Signed document confirmation emailed to party email (31.48.230.32) |
| Wed, 11th Feb 2026 8:41:32 GMT | Signed document confirmation emailed to party email (31.48.230.32) |
| Wed, 11th Feb 2026 8:41:32 GMT | Signed document confirmation emailed to party email (31.48.230.32) |
| Wed, 11th Feb 2026 8:41:32 GMT | Signed document confirmation emails have been sent to all parties. Document URL: https://api.signable.app/shareable/envelope?t=72de9dac-aed1-4d6c-8d6d-f6395173d816 (31.48.230.32) |
| Wed, 11th Feb 2026 8:41:32 GMT | Document emailed to party email |

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL

England & Wales - Charity number 1078169

Accounts

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED
(A company limited by guarantee)

REPORT AND FINANCIAL STATEMENTS
For the year ended 31 August 2024

Charity Number 1078169
Company Number 03853156

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 31 August 2024

| Contents | Page |
|---|-------------|
| Trustees annual report | 1 to 9 |
| Independent examiners report | 10 |
| Statement of Financial Activities (including income and expenditure account) | 11 |
| Balance sheet | 12 |
| Notes to the financial statements | 13 to 19 |

Pre-school and after school at Whalton School

(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31 August 2024

The trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ended 31 August 2024 which are also prepared to meet the requirements for a trustees' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2022, the Companies Act 2006, the Memorandum and Articles of Association, 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 October 2019)

1. Objectives and Activities

1. Objectives

The objectives for which the charity is established are:

- To enhance the development and education of children under the age of five years.
- To prepare children for the transition to Reception year at school, nominally but not exclusively, at Whalton Primary School.
- To provide the necessary facilities for the daily care, recreation and education of children during out-of-school hours and holidays.

2. Activities

The activities of the charity are:

- The education and development of children under five years of age.
- Before and after school care of local children between the ages of three and thirteen years; and
- The provision of a summer holiday club for local children between the ages of three and thirteen years.

3. Public Benefit Statement

Pre-School and After School at Whalton School (PAWS) delivers a benefit to its users and to the wider public, in the following ways:

Purpose: 1. *To enhance the development and education of children under the age of five in Whalton and the surrounding areas through high quality preschool provision.*

The children who attend PAWS are educated to the Early Years curriculum within a safe, inviting setting by staff who are committed to regular training in all aspects of Early Years best practice. The following activities all enhance the preschool experience and help our children develop into broad minded, inquisitive, and confident children.

- Our vision, mission and values provide a focus for our activities and reflect our ambitions for our children (pride, courage, thoughtfulness, determination).
- Our PAWS manager is a qualified Forest School professional. This thorough, and enviable, accreditation ensures the highest quality of service and safety in this field.
- Our facilities, and efforts to secure an even more appropriate local outdoor space, ensure that the forest school training can be used to its greatest effect.
-

Pre-school and after school at Whalton School

(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31 August 2024

- The children spend every Tuesday and Friday morning in the local woodland, which provides a stimulating and healthy environment for learning. We are working towards our bronze Eco-school award.
- PAWS celebrates various awareness raising, cultural events, and wellbeing initiatives throughout the year, with themes including literacy, dental care, healthy eating, nature, wildlife, sustainability, etc.
- We work hard to keep our facilities interesting and stimulating, with provision for children of all needs. We have spaces for performance, quiet time, reading, crafting, cooking, formal learning, water and sand play, sports, films, gardening and exploring.

We request regular feedback from parents, and we are regularly assessed by a range of educational professionals. Our quality of provision is evident in the responses from our parent feedback forms, parent reviews, as well as in the feedback from local early years professionals and from visiting professionals.

Purpose: 2. *To prepare children for transition to Reception, nominally but not exclusively, at Whalton C of E Aided First School.*

- The children who attend PAWS are introduced to the reception school setting on a regular basis.
- Parents can choose a school dinner for their child to help prepare them for the school lunch time routine.
- PAWS children are regularly invited to spend time with pupils and teachers in school, including story times and social events.
- There is a detailed transition timetable for children as they approach Reception. Parents also have the opportunity for meetings with class teachers about any issues they would like to discuss.
- PAWS provides any kind of extra support for any children with additional needs, including overseeing multidisciplinary team meetings, liaising with teachers, and completing necessary paperwork.
- Children aged 3 and over regularly mix with older children during wraparound care, before and after school and during holiday clubs.

Purpose: 3. *To provide high quality opportunities for the care, recreation, and education of the children of Whalton and surrounding areas during out-of-school hours and holidays.*

- We run a two-week holiday club every summer, for which demand continues to grow. We welcome children from other settings and siblings of all ages over three.
- Our wraparound care is attended by families from 07.30 to 17:30. We feed children a healthy breakfast, as well as snacks and drinks appropriate to each session.
- We have a weekly timetable, and we schedule our activities in advance. But we are very responsive to the interests and abilities of each child and help our children to structure their own activities to ensure they feel comfortable and occupied throughout the session.
- We are flexible in our booking processes for breakfast and after school club. This gives parents a chance to work more flexibly and to meet the conflicting demands of home and work life.

Pre-school and after school at Whalton School

(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31 August 2024

Purpose: 4. *To support the wellbeing of families and our wider local community through joint social, environmental and health-related opportunities.*

- PAWS has a strong presence at Whalton Village Show, providing disabled toilet access and a warm and safe space for use throughout the day.
- We provide support for any local event, for example, providing the refreshments and related staff for events like the Open Garden Scheme, for which funds are raised both for the scheme and for PAWS.
- We spend a great deal of time improving our local environment, for example, with litter picking, sowing seeds, clearing overgrown areas.
- We organise events for the whole village, for example, pumpkin trails and quiz nights. We communicate via a village WhatsApp group and a range of parent groups for children of all school years. We contribute to collections and fundraising initiatives.
- Parents are now organising their own social events, between groups of people who would not be familiar with each other without attendance at PAWS.
- PAWS stays in close contact with the local church and the Parish Council, and our PAWS manager is frequently invited to church, school and village meetings.

4. Policy on Grant Making

PAWS do not undertake any grant-making activities at this time and as such do not operate a grant-making policy.

5. Policy on Social Investment

PAWS do not undertake any social investment activities at this time and as such do not operate a social investment policy.

6. Contribution by Volunteers

The committee members of PAWS are volunteers to support the ongoing, general running of PAWS. Parents of children attending the setting have also volunteered their time at fundraising events throughout the year.

Pre-school and after school at Whalton School

(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31 August 2024

2. Achievements and Performance

We started the year with a strong committee team in place and I want to extend my thanks to each member of the committee for giving up their precious time and putting in so much hard work into supporting PAWS. For the committee members who are newly joining us for 2024/2025, welcome, we look forward to working together and "thinking outside the box" to be a better PAWS.

Summer term 2024, saw a high in preschool numbers, and the addition of increased 2-year-old funding, saw a strong end to the school year. The summer holiday club also exceeded expectations with all dates being fully booked and well staffed ending our financial year on a high.

A generous donation received at the end of Summer 2023, provided crucial funds for essential repair works to PAWS. We strategically planned improvements to maximise the impact of the donation. Major projects included upgrading and relocating our oil tank, installing new flooring throughout the preschool room and the completion of our new composite decking, to allow year-round access to our outdoor space. Our repair costs totaled just over £15,000, fully funded by the £15,000 donation from Datatron. Thank you, David, for making this possible.

With a decrease in volunteers and an uptick in community fundraising, the committee opted for less demanding fundraising initiatives while continuing our successful tea and coffee mornings. Donations from Whalton Village Show contributed to approximately £1,350 in revenue. A heartfelt thanks to everyone who volunteered, baked, and donated throughout the year, and a special shoutout to Kristina for her dedication during weekend events.

In January 2024, we welcomed three new apprentices from Eden Apprenticeship Academy: Jessica Stevens, Jennifer Neville, and Alice Randall. Kristina's efforts in recruitment and training have been invaluable. Unfortunately, Jessica and Jennifer have chosen not to continue their apprenticeships this academic year. However, I'm pleased to share that Joanne Bell has returned to PAWS, receiving a warm welcome from both returning and new parents.

While we partially met our financial targets for the year, there are areas requiring continued focus in 2024/25, some of which are beyond our control. One key target was to strengthen our relationship with Whalton Primary School to share resources and enhance initiatives. Unfortunately, we've faced setbacks, as the school is no longer interested in joint events, such as Open Days, and we've lost free access to the school hall for our end-of-term parties. This diminishing support is disappointing, but we remain committed to providing care for Whalton Primary students and accommodating families during school meetings to ensure the best for all children.

Despite these challenges, we made significant strides in 2023/24 and we're confident of another strong year ahead.

3. Financial review

PAWS' principal funding source is private fees received for childcare services provided. Other significant income comes from early years entitlement funding received for our pre-school children.

3.1 Review of the year

The results for the year and the company's financial position at the end of the year are shown in the attached financial statements.

During the year the Charity had income of £91,386 (2023: £93,887) of which £nil was restricted (2023; £220) and expenditure of £96,401 (2023: £76,091) of which £nil was restricted (2023; £2,871). There was an operating deficit of £5,015 (2023: surplus of £17,796) of which £nil was restricted (2023; deficit of £1,838).

Pre-school and after school at Whalton School

(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31 August 2024

At 31 August 2024 the Charity had net assets of £38,653 (2023: £43,668) of which £nil were restricted funds (2023: £nil).

3.2 Reserves policy

As of the 31 August 2024 we hold £38,653 in reserves.

The Trustees consider holding in reserves no less than £15,000.00. This level of reserves is prudent for the Charity at this time considering potential liabilities in the event that the charity ceased.

It's the committee's long-term aim to increase the level of reserves held in line with its Reserves Policy to a level which would provide twelve months operating runway.

Our Reserves Policy is reviewed annually.

3.3 Risk Management

Financial risk policy

This policy outlines the framework for management of financial risk at PAWS preschool, highlighting the responsibility of management and the committee to manage financial risks, and to implement good practice.

Risk management

There are systems in place for the effective management of all aspects of PAWS, including financial management, to ensure that we adhere to legislative requirements and apply best practice. Risk assessment and risk management form a critical part of these systems.

Our risk assessment, our health & safety policy, and our financial risk policy together document the overall PAWS approach to management of risk. Arguably, all risks, whether to do with safety, financial assets or reputation, might have financial implications.

Responsibility

All aspects of risk management are the responsibility of the management and committee to whom all significant matters are escalated.

All PAWS staff and committee are involved and have an important part to play in the identification and management of risk. All staff should be aware of the importance of risk management. There should be formal channels of communication both up and down to identify and manage risks.

Committee members should be aware of the risk to the reputation of PAWS from activities that they may undertake elsewhere.

The establishment of effective financial risk management procedures should not be a one-off event. Financial risk management will become an integral part of management processes considered in association with regular reviews of strategy and objectives.

Financial risks will be reviewed quarterly by senior management and committee to monitor changes and check the progress of mitigation measures.

Risks will also be reviewed annually as part of the strategic planning process.

Risk statement

Whilst PAWS is not required to submit financial risk management processes for auditing, it is good practice to submit this policy as part of our Trustees Report, as a statement declaring that all financial risks have been identified, reviewed and managed via appropriate systems.

Risks

Risks could be anything that pose a threat to the achievement of our strategic objectives, major projects or significant activities, or anything that could substantially damage our reputation or undermine the public's confidence in PAWS.

Options available to us for managing risk are:

- Transferring financial consequence – insurance
- Avoiding activities
- Management/mitigation of risk
- Accepting risk if it cannot be avoided, for example public use of a community building, with steps taken to mitigate identified risks.

Management and committee responsibility (as per our risk assessment document)

- Identification of a risk: Where is it and what is it?
- What is at risk: people, buildings, income, other assets, reputation?
- Assessment of the level of a risk, taking into account likelihood and impact: high, medium, low
- Control measures: what do we need to do to mitigate or limit risk?
- Monitoring and review: Are processes working and thorough? Can they be improved?

Risk appetite

PAWS takes its safeguarding and governance responsibilities seriously. The financial and other risks associated with these areas are great and there is a risk-averse approach to these aspects at PAWS. Service delivery is also of great importance, but flexibility is needed in order to stay up to date, respond to feedback and in so doing to try new approaches. We therefore apply a more cautiously open approach to service delivery. Equally, with our reliance on statutory funding, we also need an open and adaptable approach to funding and to working with new partners.

4. Plans for future periods

For us to work smarter we strive to improve the support of PAWS through either Friends of PAWS or committee membership. We will continue utilising social media to enhance PAWS visibility and reputation, which has helped secure strong preschool numbers to date and also a provisional list of preschoolers for September 2025.

Looking ahead, we face several key challenges:

1. **Website Improvement:** We aim to simplify our site, ensuring it provides important and up-to-date information to effectively convey our message and attract parents interested in our nature-inspired setting.
2. **Creating a Sensory Room:** We plan to establish a specially designed sensory room within PAWS preschool to offer diverse sensory experiences. This space will support children, particularly those who are neurodiverse, in managing overwhelming emotions and sensory overloads. We are seeking to raise funds for this important initiative.

Pre-school and after school at Whalton School
(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)
For the year ended 31 August 2024

5. Reference and administrative details of the charity, its trustees and advisors

| | |
|--|---|
| Registered charity name | Pre-School and After School at Whalton School Limited |
| Charity number | 1078169 |
| Company registration number | 03853156 |
| Registered office | Whalton C of E Aided Primary School Whalton Morpeth Northumberland NE61 3XH |
| Trustees and Members of the Board | Faye Jackson Rory Morrison Gary Stevens David Popay |
| Chairman | Faye Jackson |
| Company Secretary | Gary Stevens |
| Treasurer | Rory Morrison |
| Independent Examiner | Doug Maltman FMAAT Connected Voice Business Services One Strawberry Lane Newcastle upon Tyne NE1 4BX |
| Bankers | TSB Bank 3 – 5 Newgate Street Morpeth Northumberland NE61 1AN |

6. Structure, governance and management

Governing Document

The organisation is a Charitable Company Limited by Guarantee. 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. In the event of a winding up any member (who is a director) undertakes to contribute to the payment of liabilities, such an amount as may be required not exceeding the total of £1.

Recruitment and Appointment of the Board

The Directors of the Company are also Trustees for the purposes of charity law and under the company's Articles are also its members. Under the requirements of the Memorandum and Articles of Association, at the Annual General Meeting one-third of the Directors, who are subject to retirement by rotation, shall retire. Retiring Directors can be re-appointed at the Annual General Meeting.

Trustees are selected on the basis of specialist skills and commitment to the objectives and aims of the organisation.

Board Induction and Training

New Board Members are introduced to the work of the organisation and informed of their legal roles and responsibilities at an induction meeting. The induction and training programme for new Board Members includes:

- A briefing by the Chair or Chief Executive
- An explanation of roles and responsibilities as a Board Member
- Copies of the main company documents including the Memorandum and Articles of Association and the Financial Statements
- Copy of the business plan and most recent evaluation report
- Copies of recent board papers including budgets and management accounts
- A copy of the Charity Commission publication "How to be an Effective Trustee"
- A copy of the governance structure.

7. Statement of Trustee Responsibilities

The trustees, who are also directors for the purposes of company law, are 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).

Company 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 charitable company and of incoming resources and application of resources, including the income and expenditure of the charitable company for that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently.
- observe the methods and principles in the Charities SORP.
- make judgements and estimates 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 accounting records that disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board on 14.03.2025 and signed on their behalf by:

F Jackson (Chair)

G Stevens (Secretary)

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

For the year ended 31 August 2024

I report on the financial statements of Pre-School And After School At Whalton School Limited for the year ended 31 August 2024, which are set out on pages 11 to 19.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also directors of the company for the purposes of company law) 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 of the Charities Act 2022 ("the Charities Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the 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 statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- 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 Charities SORP (FRS102).

I 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.

Doug Maltman FMAAT
Fellow Member of the Association of Accountancy Technicians
Connected Voice Business Services
One Strawberry Lane
Newcastle upon Tyne
NE1 4BX
Date: 17.03.2025

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES

(INCLUDING SUMMARY INCOME & EXPENDITURE ACCOUNT)

For the year ended 31 August 2024

| | Notes | Unrestricted Funds £ | Restricted Funds £ | Total 2024 £ | Total 2023 £ |
|---|-------|----------------------------|--------------------------|--------------------|--------------------|
| Income from: | | | | | |
| Activities for generating funds | 5 | 4,980 | - | 4,980 | 6,020 |
| Donations and legacies | 6 | 176 | - | 176 | 17,577 |
| Charitable activities | | | | | |
| Grants and contracts | 7 | 86,230 | - | 86,230 | 70,290 |
| Total income | | 91,386 | - | 91,386 | 93,887 |
| Expenditure on: | | | | | |
| Raising funds | 8 | 684 | - | 684 | 1,386 |
| Charitable activities | | | | | |
| Operation of the charity | 9 | 95,717 | - | 95,717 | 74,705 |
| Total expenditure | | 96,401 | - | 96,401 | 76,091 |
| Net income/(expenditure) and net movement of funds | | (5,015) | - | (5,015) | 17,796 |
| Reconciliation of funds | | | | | |
| Total funds brought forward | | 43,668 | - | 43,668 | 25,872 |
| Total funds carried forward | | 38,653 | - | 38,653 | 43,668 |

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 13 to 19 form an integral part of these accounts.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2024

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2 Basis of accounting

2.1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared 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 October 2019) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2022.

Pre-School And After School At Whalton School Limited meets the definition of a public benefit entity under FRS 102.

2.2 Revenue recognition

The charity reported total unrestricted funds at the year end of £38,653 and has already secured a significant amount of funding for the current year. The trustees are of the view that the immediate future of the charity for the next 12 to 18 months is secure and that on this basis the charity is a going concern.

3 Income

3.1 Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability

3.2 Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

3.3 Grants and donations

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria of income recognition are met.

3.4 Volunteer Help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2024

3.5 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

4 Expenditure and liabilities

4.1 Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

4.2 Charitable activities

Expenditure on charitable activities includes the costs of childcare and other activities undertaken to further the purposes of the charity and their associated support costs.

4.3 Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

4.4 Irrecoverable VAT

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

4.5 Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

4.6 Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2024

Analysis of income

| | Unrestricted Funds £ | Restricted Funds £ | Total 2024 £ | Total 2023 £ |
|--|----------------------------|--------------------------|----------------------|--------------------|
| 5 Activities for generating funds | | | | |
| Fundraising events | 4,980 | - | 4,980 | 6,020 |
| | <u>4,980</u> | <u>-</u> | <u>4,980</u> | <u>6,020</u> |
| 6 Donations and legacies | | | | |
| Donations | 176 | - | 176 | 17,577 |
| | <u>176</u> | <u>-</u> | <u>176</u> | <u>17,577</u> |
| 7 Charitable activities | | | | |
| <u>Income from grants</u> | | | | |
| Apprentice Grant | 1,000 | - | 1,000 | - |
| Other income | 43 | - | 43 | - |
| <u>Income from contracts</u> | | | | |
| Pre-school income and after school clubs | 47,883 | - | 47,883 | 43,140 |
| Northumberland County Council - pre-school funding | 37,304 | - | 37,304 | 27,150 |
| | <u>86,230</u> | <u>-</u> | <u>86,230</u> | <u>70,290</u> |

Income was £91,386 (2023: £93,887) of which £91,386 was unrestricted or designated (2023: £93,667) and £0 was restricted (2023: £220)

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2024

Analysis of expenditure on charitable activities

| | Unrestricted Funds £ | Restricted Funds £ | Total 2024 £ | Total 2023 £ |
|---|----------------------------|--------------------------|----------------------|--------------------|
| 8 Raising funds | | | | |
| Fundraising expenses | 684 | - | 684 | 1,386 |
| | <u>684</u> | <u>-</u> | <u>684</u> | <u>1,386</u> |
| 9 Charitable activities | | | | |
| <u>Direct costs</u> | | | | |
| Salaries | 68,135 | - | 68,135 | 60,349 |
| Staff training | 861 | - | 861 | 927 |
| Forest School Project | - | - | - | 701 |
| Pre-school and after school supplies | 4,124 | - | 4,124 | 4,022 |
| <u>Support costs</u> | | | | |
| Repairs and maintenance | 15,188 | - | 15,188 | 2,193 |
| Cleaning materials | 94 | - | 94 | 71 |
| Water | 143 | - | 143 | 156 |
| Light & heat | 1,633 | - | 1,633 | 982 |
| Telephone and office costs | 1,043 | - | 1,043 | 977 |
| Insurance / licences | 1,954 | - | 1,954 | 1,651 |
| Sundries and miscellaneous | 69 | - | 69 | 123 |
| Professional fees | 1,849 | - | 1,849 | 1,952 |
| <u>Governance costs</u> | | | | |
| Independent examiner's fees for reporting on the accounts | 624 | - | 624 | 600 |
| | <u>95,717</u> | <u>-</u> | <u>95,717</u> | <u>74,705</u> |

Expenditure on charitable activities was £96,401 (2023: £76,090) of which £96,401 was unrestricted or designated (2023: £73,219) and £0 was restricted (2023: £2,871)

10 Fees for examination of the accounts

| | 2024 £ | 2023 £ |
|---|-------------------|------------|
| Independent examiner's fees for reporting on the accounts | 624 | 600 |
| | <u>624</u> | <u>600</u> |

There were no other fees paid to the examiner (2023: £nil)

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2024

11 Analysis of staff costs and the cost of key management personnel

| | 2024 | 2023 |
|--|---------------|--------|
| | £ | £ |
| Gross wages, salaries and benefits in kind | 68,135 | 60,349 |
| | 68,135 | 60,349 |

No employee received remuneration above £60,000 (2023: nil)

The key management personnel of the charity, comprise the trustees and the Pre-School Manager. The total employee benefits of the key management personnel of the charity were £30,300 (2023: £26,684).

12 Staff numbers

The average monthly head count was 11 staff (2023: 7 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

13 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

Trustees' expenses

No trustee expenses have been incurred in the year.

Transaction(s) with related parties

There have been no related party transactions in the reporting period.

14 Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £2,198 (2023: £809). There was £173 outstanding as at 31 August 2024 (2023: £0)

15 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2024

16 Debtors and prepayments (receivable within 1 year)

| | 2024 £ | 2023 £ |
|-------------|--------------|--------------|
| Debtors | 1,144 | 2,188 |
| Prepayments | 806 | 1,084 |
| | <u>1,950</u> | <u>3,272</u> |

17 Cash at bank and in hand

| | 2024 £ | 2023 £ |
|--------------------------|---------------|---------------|
| Cash at bank and in hand | 41,172 | 44,161 |
| | <u>41,172</u> | <u>44,161</u> |

18 Creditors and accruals (payable within 1 year)

| | 2024 £ | 2023 £ |
|-------------------------------------|--------------|--------------|
| Trade creditors | 221 | 189 |
| Accruals | | |
| Independent examination of accounts | 624 | 600 |
| Other accruals | 3,624 | 2,976 |
| | <u>4,469</u> | <u>3,765</u> |

19 Events after the end of the reporting period

No other significant events affecting the Company since the year end.

20 Analysis of charitable funds

Analysis of movements in unrestricted funds

For the year ended 31 August 2024

| | Fund balances brought forward £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund balances carried forward £ |
|---------------------------|---|----------------------------|----------------------------|----------------|---|
| Unrestricted funds | | | | | |
| General unrestricted fund | 43,668 | 91,386 | (96,401) | - | 38,653 |
| Totals | <u>43,668</u> | <u>91,386</u> | <u>(96,401)</u> | <u>-</u> | <u>38,653</u> |

Purpose of unrestricted funds

General unrestricted fund The 'free reserves' of the charity

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2024

21 Capital commitments

As at 31 August 2024, the charity had no capital commitments (2023: £nil)

22 Analysis of net assets between funds

| | Unrestricted Funds £ | Restricted Funds £ | Total 2024 £ |
|--|----------------------------|--------------------------|--------------------|
| Cash at bank and in hand | 41,172 | - | 41,172 |
| Other net current assets/(liabilities) | (2,519) | - | (2,519) |
| | <u>38,653</u> | <u>-</u> | <u>38,653</u> |

| | Unrestricted Funds £ | Restricted Funds £ | Total 2023 £ |
|--|----------------------------|--------------------------|--------------------|
| Cash at bank and in hand | 44,161 | - | 44,161 |
| Other net current assets/(liabilities) | (493) | - | (493) |
| | <u>43,668</u> | <u>-</u> | <u>43,668</u> |

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL

England & Wales - Charity number 1078169

Accounts

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED
(A company limited by guarantee)

REPORT AND FINANCIAL STATEMENTS
For the year ended 31 August 2023

Charity Number 1078169
Company Number 03853156

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 31 August 2023

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Pre-school and after school at Whalton School

(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31st August 2023

The trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ended 31st August 2023 which are also prepared to meet the requirements for a trustees' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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 2019)

1. Objectives and Activities

1.1 Objectives

The objectives for which the charity is established are:

- To enhance the development and education of children under the age of five years.
- To prepare children for the transition to Reception year at school, nominally but not exclusively, at Whalton Primary School.
- To provide the necessary facilities for the daily care, recreation and education of children during out of school hours and holidays.
- To advance the education and training of the persons employed in the provision of pre-school and after school education and activities to children placed in their care.

1.2 Activities

The activities of the charity are:

- The education and development of children under five years of age;
- Before and after school care of local children between the ages of three and thirteen years; and
- The provision of a summer holiday club for local children between the ages of three and thirteen years.

1.3 Public Benefit Statement

Pre-School and After School at Whalton School (PAWS) delivers a benefit to its users and to the wider public, in the following ways:

Purpose: 1. *To enhance the development and education of children under the age of five in Whalton and the surrounding areas through high quality preschool provision.*

The children who attend PAWS are educated to the Early Years curriculum within a safe, inviting setting by staff who are committed to regular training in all aspects of Early Years best practice. The following activities all enhance the preschool experience and help our children develop into broad minded, inquisitive, and confident children.

- Our vision, mission and values provide a focus for our activities and reflect our ambitions for our children (pride, courage, thoughtfulness, determination).
- Our PAWS manager is a qualified Forest School professional. This thorough, and enviable, accreditation ensures the highest quality of service and safety in this field.
- Our facilities, and efforts to secure an even more appropriate local outdoor space, ensure that the forest school training can be used to its greatest effect.

Pre-school and after school at Whalton School

(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31st August 2023

- The children spend every Tuesday and Friday morning in local woodland, which provides a stimulating and healthy environment for learning. We are working towards our bronze Eco-school award.
- PAWS celebrates various awareness raising, cultural events, and wellbeing initiatives throughout the year, with themes including literacy, dental care, healthy eating, nature, wildlife, sustainability, etc.
- We work hard to keep our facilities interesting and stimulating, with provision for children of all needs. We have spaces for performance, quiet time, reading, crafting, cooking, formal learning, water and sand play, sports, films, gardening and exploring.

We request regular feedback from parents, and we are regularly assessed by a range of education professionals. Our quality of provision is evident in the responses from our parent feedback forms, parent reviews, as well as in the feedback from local early years professionals and from visiting professionals.

Purpose: 2. *To prepare children for transition to Reception, nominally but not exclusively, at Whalton C of E Aided First School.*

- The children who attend PAWS are introduced to the Reception school setting on a regular basis
- Parents can choose a school dinner for their child to help prepare them for the school lunch time routine.
- PAWS children are regularly invited to spend time with pupils and teachers in school, including story times and social events.
- There is a detailed transition timetable for children as they approach Reception. Parents also have the opportunity for meetings with class teachers about any issues they would like to discuss.
- PAWS provide any kind of extra support for any children with additional needs, including overseeing multidisciplinary team meetings, liaising with teachers, and completing necessary paperwork.
- Children aged 3 and over regularly mix with older children during wraparound care, before and after school and during holiday clubs.

Purpose: 3. *To provide high quality opportunities for the care, recreation, and education of the children of Whalton and surrounding areas during out of school hours and holidays.*

- We run a two-week holiday club every summer, for which demand continues to grow. We welcome children from other settings and siblings of all ages over three.
- Our wraparound care is attended by families from 07.30 to 17:30. We feed children a healthy breakfast, as well as snacks and drinks appropriate to each session.
- We have a weekly timetable, and we schedule our activities in advance. But we are very responsive to the interests and abilities of each child, and help our children to structure their own activities to ensure they feel comfortable and occupied throughout the session.
- We are flexible in our booking processes for breakfast and after school club. This gives parents a chance to work more flexibly and to meet the conflicting demands of home and work life.

Pre-school and after school at Whalton School

(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31st August 2023

Purpose: 4. *To support the wellbeing of families and our wider local community through joint social, environmental and health related opportunities.*

- PAWS has a strong presence at Whalton Village Show, providing disabled toilet access and a warm and safe space for use throughout the day.
- We provide support to any local event, for example, providing the refreshments and related staff for events like the Open Garden Scheme, for which funds are raised both for the scheme and for PAWS.
- We spend a great deal of time improving our local environment, for example, with litter picking, sowing seeds, clearing overgrown areas.
- We organise events for the whole village, for example, pumpkin trails and quiz nights. We communicate via a village WhatsApp group and a range of parent groups for children of all school years. We contribute to collections and fundraising initiatives.
- Parents are now organising their own social events, between groups of people who would not be familiar with each other without attendance at PAWS.
- PAWS stays in close contact with the local church and the Parish Council and our PAWS manager is frequently invited to church, school and village meetings.

1.4 Policy on Grant Making

PAWS do not undertake any grant making activities at this time and as such do not operate a grant making policy.

1.5 Policy on Social Investment

PAWS do not undertake any social investment activities at this time and as such do not operate a social investment policy.

1.6 Contribution by Volunteers

We have not had any contributions from volunteers in the period other than the committee member's voluntary contributions, which support the ongoing, general running of PAWS.

2. Achievements and Performance

We started the year with major changes in the committee, with Chair, Treasurer and Secretary roles each being handed over to their new owners, which made way for new ideas and initiatives to strive for a profitable year for the setting. We'd also like to pass on our thanks to our outgoing members for all their past efforts supporting PAWS.

With the financial crisis still taking its toll, our costs increased across the board; from national minimum wage to electricity, oil and supplies. This coinciding with Autumn term 2022, enduring the usual drop in Pre-schooler, put the setting on the back foot financially from the beginning of the year. To offset the rising costs we were forced to increase our fees part way through the year.

After significant losses in 2021/22, the staff and committee were determined to make a success of PAWS. With a lot of hard work and effort from the committee devised a business strategy for the year, starting with the introduction of some larger fundraising initiatives.

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31st August 2023

The successful execution of Winter Wonderland and our Easter egg hunt along with a calendar of events had a strong impact on the financial situation of the setting. We were optimistic in our strategy outline, with a target of £20k for fundraising efforts, yet we performed brilliantly and exceeded our target. A huge thank you to everyone who made donations to our events and appeals throughout the year.

General marketing activity and social presence continued to grow, helping to spread the word about our clubs, preschool and Forest School. The marketing efforts have assisted in steadily increasing the number of children in the setting over the year. In recognition of our excellence, we were nominated for two awards as part of Little Trekkers 2023; Best Outdoor Leader and Best Outdoor Learning group, well done to the team on receiving such endorsement.

We will continue to focus our efforts on outdoor learning and we've upgraded our outdoor space onsite to encourage outdoor play all year round. To support the growth and aspirations for our Forest School, multiple apprenticeships at PAWS have been approved by the committee and will begin in early 2024.

3. Financial review

PAWS' principal funding source is private fees received for childcare services provided. Other significant income comes from early years entitlement funding received for our pre-school children.

3.1 Review of the year

The results for the year and the company's financial position at the end of the year are shown in the attached financial statements.

During the year the Charity had income of £93,886 (2022: £54,161) of which £220 was restricted (2022; £1,092) and expenditure of £76,090 (2022: £65,734) of which £2,871 was restricted (2022; £6). There was an operating surplus of £17,796 (2022: deficit of £11,573) of which a deficit of £1,838 was restricted (2022; surplus of £1,086).

At 31 August 2023 the Charity had net assets of £43,668 (2022: £25,872) of which £nil were restricted funds (2022: surplus of £1,838).

3.2 Reserves policy

As of the 31 August 2023 we hold £43,668 in reserves.

The Trustees consider holding in reserves no less than £15,000.00. This is level of reserves is prudent for the Charity at this time considering potential liabilities in the event that the charity ceased.

It's the committees long term aim to increase the level of reserves held in line with its Reserves Policy to a level which would provide twelve months operating runway.

Our Reserves Policy is reviewed annually.

3.3 Risk Management

Financial risk policy

This policy outlines the framework for management of financial risk at PAWS preschool, highlighting the responsibility of management and the committee to manage financial risks, and to implement good practice.

Risk management

There are systems in place for the effective management of all aspects of PAWS, including financial management, to ensure that we adhere to legislative requirements and apply best practice. Risk assessment and risk management form a critical part of these systems.

Pre-school and after school at Whalton School

(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31st August 2023

Our risk assessment, our health & safety policy, and our financial risk policy together document the overall PAWS approach to management of risk. Arguably, all risks, whether to do with safety, financial assets or reputation, might have financial implications.

Responsibility

All aspects of risk management are the responsibility of the management and committee to whom all significant matters are escalated.

All PAWS staff and committee are involved and have an important part to play in the identification and management of risk. All staff should be aware of the importance of risk management. There should be formal channels of communication both up and down to identify and manage risks.

Committee members should be aware of the risk to the reputation of PAWS from activities that they may undertake elsewhere.

The establishment of effective financial risk management procedures should not be a one-off event. Financial risk management will become an integral part of management processes considered in association with regular reviews of strategy and objectives.

Financial risks will be reviewed quarterly by senior management and committee to monitor changes and check progress of mitigation measures.

Risks will also be reviewed annually as part of the strategic planning process.

Risk statement

Whilst PAWS is not required to submit financial risk management processes for auditing, it is good practice to submit this policy as part of our Trustees Report, as a statement declaring that all financial risks have been identified, reviewed and managed via appropriate systems.

Risks

Risks could be anything that pose a threat to the achievement of our strategic objectives, major projects or significant activities, or anything that could substantially damage our reputation or undermine the public's confidence in PAWS.

Options available to us for managing risk are:

- Transferring financial consequence – insurance
- Avoiding activities
- Management/mitigation of risk
- Accepting a risk if it cannot be avoided, for example public use of a community building, with steps taken to mitigate identified risks.

Management and committee responsibility (as per our risk assessment document)

- Identification of a risk: Where is it and what is it?
- What is at risk: people, buildings, income, other assets, reputation?
- Assessment of the level of a risk, taking into account likelihood and impact: high, medium, low
- Control measures: what do we need to do to mitigate or limit risk?
- Monitoring and review: Are processes working and thorough? Can they be improved?

Risk appetite

PAWS takes its safeguarding and governance responsibilities seriously. The financial and other risks associated with these areas are great and there is a risk averse approach to these aspects at PAWS. Service delivery is also of great importance, but flexibility is needed in order to stay up to date, respond to feedback and in so doing to try new approaches. We therefore apply a more cautiously open approach to service delivery. Equally, with our reliance on statutory funding, we also need an open and adaptable approach to funding and to working with new partners.

4. Plans for future periods

- **Improve our community support (Friends of PAWS).** We've recently introduced 'Friends of PAWS'. We made a great success of fundraising last year, but it was bitterly apparent we had a lack of volunteers and support in the planning and execution of the events. Lack of volunteers is hampering our ability to run these events. We're looking for expertise in specialist fields, bakers, volunteers and anyone who is willing to get involved on an intermittent basis without the commitment of becoming a Director and member of the committee.
- **Build stronger working relationships with Whalton Primary School** with a view to share resources and strengthen initiatives.
- **Increase the number of children in the setting**, through social engagement and consistent marketing we hope to attract more parents from the surrounding areas.
- **Improve our website**, stripping back our site to a simpler site with all the important and up to date information, to clearly convey our message and attract parents who are keen to become part of in our nature inspired setting.
- **Continue to develop and provide training for our staff**, including increasing the team with the addition of two Level 3 apprentices.
- **Stabilise financial losses** by re-reviewing cost base and revenue driving initiatives.
- **Increase our annual fundraising initiatives**, both in number and scale (4 x Major fundraising events), to maximise fundraising revenues.
- **Continue our commitment to the ongoing Ofsted driven improvement plan.**
- **Improve our service offering** (Forest School Activities) to continue to provide a safe, secure, stimulating and happy environment for our children.
- **Continue to develop and provide training for our staff**, including increasing the number of accredited Forest School Practitioners.

Pre-school and after school at Whalton School
(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)
For the year ended 31st August 2023

5. Reference and administrative details of the charity, its trustees and advisors

Registered charity name Pre-School and After School at Whalton School Limited

Charity number 1078169

Company registration number 03853156

Registered office Whalton C of E Aided Primary School
Whalton
Morpeth
Northumberland
NE61 3XH

Trustees and Members of the Board

| | |
|---------------|----------------------|
| David Browell | Resigned 10/02/2023 |
| David Popay | |
| John Shayler | Resigned 01/12/2022 |
| Faye Jackson | |
| Rory Morrison | |
| Jess Stevens | Resigned 25/06/2023 |
| Gary Stevens | Appointed 10/02/2023 |

Chairman Faye Jackson

Company Secretary Gary Stevens

Treasurer Rory Morrison

Independent Examiner **Doug Maltman FMAAT**
Connected Voice Business Services
One Strawberry Lane
Newcastle upon Tyne
NE1 4BX

Bankers **TSB Bank**
3 – 5 Newgate Street
Morpeth
Northumberland
NE61 1AN

6. Structure, governance and management

Governing Document

The organisation is a Charitable Company Limited by Guarantee. 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. In the event of a winding up any member (who is a director) undertakes to contribute to the payment of liabilities, such amount as may be required not exceeding the total of £1.

Recruitment and Appointment of the Board

The Directors of the Company are also Trustees for the purposes of charity law and under the company's Articles are also its members. Under the requirements of the Memorandum and Articles of Association, at the Annual General Meeting one-third of the Directors, who are subject to retirement by rotation, shall retire. Retiring Directors can be re-appointed at the Annual General Meeting.

Trustees are selected on the basis of specialist skills and commitment to the objectives and aims of the organisation.

Board Induction and Training

New Board Members are introduced to the work of the organisation and informed of their legal roles and responsibilities at an induction meeting. The induction and training programme for new Board Members includes:

- A briefing by the Chair or Chief Executive
- An explanation of roles and responsibilities as a Board Member
- Copies of the main company documents including the Memorandum and Articles of Association and the Financial Statements
- Copy of the business plan and most recent evaluation report
- Copies of recent board papers including budgets and management accounts
- A copy of the Charity Commission publication "How to be an Effective Trustee"
- A copy of the governance structure.

7. Statement of Trustee Responsibilities

The trustees, who are also directors for the purposes of company law, are 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).

Company 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 charitable company and of incoming resources and application of resources, including the income and expenditure of the charitable company for that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates 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 accounting records that disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board on 09.05.2024 and signed on their behalf by:

F Jackson (Chair)

G Stevens (Secretary)

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

For the year ended 31 August 2023

I report on the financial statements of Pre-School And After School At Whalton School Limited for the year ended 31 August 2023, which are set out on pages 11 to 20.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also directors of the company for the purposes of company law) 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 of the Charities Act 2022 ("the Charities Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the 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 statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- 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 Charities SORP (FRS102).

I 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.

Doug Maltman FMAAT
Connected Voice Business Services
One Strawberry Lane
Newcastle upon Tyne
NE1 4BX
Date: 09.05.2024

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES

(INCLUDING SUMMARY INCOME & EXPENDITURE ACCOUNT)

For the year ended 31 August 2023

| | Notes | Unrestricted Funds £ | Restricted Funds £ | Total 2023 £ | Total 2022 £ |
|---|-------|----------------------------|--------------------------|--------------------|--------------------|
| Income from: | | | | | |
| Activities for generating funds | 5 | 6,020 | - | 6,020 | 3,901 |
| Donations and legacies | 6 | 17,356 | 220 | 17,576 | 1,737 |
| Charitable activities | | | | | |
| Grants and contracts | 7 | 70,290 | - | 70,290 | 48,523 |
| Total income | | 93,666 | 220 | 93,886 | 54,161 |
| Expenditure on: | | | | | |
| Raising funds | 8 | 1,386 | - | 1,386 | 495 |
| Charitable activities | | | | | |
| Operation of the charity | 9 | 71,833 | 2,871 | 74,704 | 65,239 |
| Total expenditure | | 73,219 | 2,871 | 76,090 | 65,734 |
| Transfers between funds | | (813) | 813 | - | - |
| Net income/(expenditure) and net movement of funds | | 19,634 | (1,838) | 17,796 | (11,573) |
| Reconciliation of funds | | | | | |
| Total funds brought forward | | 24,034 | 1,838 | 25,872 | 37,445 |
| Total funds carried forward | | 43,668 | - | 43,668 | 25,872 |

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 13 to 20 form an integral part of these accounts.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

Charity Number 1078169

Company Number 03853156

BALANCE SHEET

As at 31 August 2023

| | Notes | £ | Total 2023 £ | £ | Total 2022 £ |
|--|-------|------------------|--------------------|------------------|--------------------|
| <u>Current assets</u> | | | | | |
| Debtors | 16 | 3,272 | | 1,747 | |
| Cash at bank and in hand | 17 | 44,161 | | 27,717 | |
| | | 47,433 | | 29,464 | |
| <u>Creditors:</u> amounts falling due within one year | | | | | |
| | 18 | (3,765) | | (3,592) | |
| | | | 43,668 | | 25,872 |
| | | | 43,668 | | 25,872 |
| <u>Funds of the charity</u> | | | | | |
| Unrestricted income funds | | | 43,668 | | 24,034 |
| Restricted income funds | | | - | | 1,838 |
| | | | 43,668 | | 25,872 |

The company was entitled to an exemption from audit under s477 of the Companies Act 2006 relating to small companies.

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

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with the 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.

The notes on pages 13 to 20 form an integral part of these accounts.

These financial statements were approved by the Board on: 09.05.2024

and are signed on its behalf by: R Morrison
Treasurer

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2023

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2 Basis of accounting

2.1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared 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 October 2019) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2022.

Pre-School And After School At Whalton School Limited meets the definition of a public benefit entity under FRS 102.

2.2 Revenue recognition

The charity reported total unrestricted funds at the year end of £43,668 and has already secured a significant amount of funding for the current year. The trustees are of the view that the immediate future of the charity for the next 12 to 18 months is secure and that on this basis the charity is a going concern.

3 Income

3.1 Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability

3.2 Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

3.3 Grants and donations

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria of income recognition are met.

3.4 Volunteer Help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2023

3.5 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

4 Expenditure and liabilities

4.1 Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

4.2 Charitable activities

Expenditure on charitable activities includes the costs of childcare and other activities undertaken to further the purposes of the charity and their associated support costs.

4.3 Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

4.4 Irrecoverable VAT

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

4.5 Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

4.6 Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2023

Analysis of income

| | Unrestricted Funds £ | Restricted Funds £ | Total 2023 £ | Total 2022 £ |
|---|----------------------------|--------------------------|----------------------|--------------------|
| 5 Activities for generating funds | | | | |
| Fundraising events | 6,020 | - | 6,020 | 3,901 |
| | <u>6,020</u> | <u>-</u> | <u>6,020</u> | <u>3,901</u> |
| 6 Donations and legacies | | | | |
| Donations | 17,356 | 220 | 17,576 | 1,737 |
| | <u>17,356</u> | <u>220</u> | <u>17,576</u> | <u>1,737</u> |
| 7 Charitable activities | | | | |
| <u>Income from grants</u> | | | | |
| Northumberland County Council - Forest School Project | - | - | - | 1,092 |
| <u>Income from contracts</u> | | | | |
| Pre-school income and after school clubs | 43,140 | - | 43,140 | 27,825 |
| Northumberland County Council - pre-school funding | 27,150 | - | 27,150 | 19,606 |
| | <u>70,290</u> | <u>-</u> | <u>70,290</u> | <u>48,523</u> |

Income was £93,887 (2022: £54,161) of which £93,666 was unrestricted or designated (2022: £53,069) and £220 was restricted (2022: £1,092)

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2023

Analysis of expenditure on charitable activities

| | Unrestricted Funds £ | Restricted Funds £ | Total 2023 £ | Total 2022 £ |
|---|----------------------------|--------------------------|----------------------|--------------------|
| 8 Raising funds | | | | |
| Fundraising expenses | 1,386 | - | 1,386 | 495 |
| | <u>1,386</u> | <u>-</u> | <u>1,386</u> | <u>495</u> |
| 9 Charitable activities | | | | |
| <u>Direct costs</u> | | | | |
| Salaries | 60,349 | - | 60,349 | 56,069 |
| Staff training | 927 | - | 927 | 786 |
| Forest School Project | 606 | 95 | 701 | 6 |
| Pre-school and after school supplies | 3,076 | 946 | 4,022 | 2,243 |
| <u>Support costs</u> | | | | |
| Repairs and maintenance | 363 | 1,830 | 2,193 | 249 |
| Cleaning materials | 71 | - | 71 | 57 |
| Water | 156 | - | 156 | 108 |
| Light & heat | 982 | - | 982 | 791 |
| Telephone and office costs | 977 | - | 977 | 1,354 |
| Insurance / licences | 1,651 | - | 1,651 | 1,568 |
| Sundries and miscellaneous | 123 | - | 123 | 51 |
| Professional fees | 1,952 | - | 1,952 | 1,380 |
| <u>Governance costs</u> | | | | |
| Independent examiner's fees for reporting on the accounts | 600 | - | 600 | 576 |
| | <u>71,833</u> | <u>2,871</u> | <u>74,704</u> | <u>65,239</u> |

Expenditure on charitable activities was £76,090 (2022: £65,734) of which £73,219 was unrestricted or designated (2022: £65,728) and £2,871 was restricted (2022: £6)

10 Fees for examination of the accounts

| | 2023 £ | 2022 £ |
|---|-------------------|------------|
| Independent examiner's fees for reporting on the accounts | 600 | 576 |
| | <u>600</u> | <u>576</u> |

There were no other fees paid to the examiner (2022: £nil)

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2023

11 Analysis of staff costs and the cost of key management personnel

| | 2023 £ | 2022 £ |
|--|---------------|---------------|
| Gross wages, salaries and benefits in kind | 60,349 | 56,069 |
| | <u>60,349</u> | <u>56,069</u> |

No employee received remuneration above £60,000 (2022: nil)

The key management personnel of the charity, comprise the trustees and the Pre-School Manager. The total employee benefits of the key management personnel of the charity were £26,684 (2022: £22,086).

12 Staff numbers

The average monthly head count was 7 staff (2022: 6 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

| | 2023 Number | 2022 Number |
|---|----------------|----------------|
| The parts of the charity in which the employee's work | | |
| Charitable activities | 3.0 | 2.5 |
| | <u>3.0</u> | <u>2.5</u> |

13 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

Trustees' expenses

No trustee expenses have been incurred in the year.

Transaction(s) with related parties

There have been no related party transactions in the reporting period.

14 Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £809 (2022: £722). There was £0 outstanding as at 31 August 2023 (2022: £0)

15 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2023

16 Debtors and prepayments (receivable within 1 year)

| | 2023 £ | 2022 £ |
|-------------|--------------|--------------|
| Debtors | 2,188 | 503 |
| Prepayments | 1,084 | 1,244 |
| | <u>3,272</u> | <u>1,747</u> |

17 Cash at bank and in hand

| | 2023 £ | 2022 £ |
|--------------------------|---------------|---------------|
| Cash at bank and in hand | 44,161 | 27,717 |
| | <u>44,161</u> | <u>27,717</u> |

18 Creditors and accruals (payable within 1 year)

| | 2023 £ | 2022 £ |
|-------------------------------------|--------------|--------------|
| Trade creditors | 189 | 891 |
| Accruals | | |
| Independent examination of accounts | 600 | 576 |
| Other accruals | 2,976 | 2,125 |
| | <u>3,765</u> | <u>3,592</u> |

19 Events after the end of the reporting period

No other significant events affecting the Company since the year end.

20 Analysis of charitable funds

Analysis of movements in unrestricted funds

For the year ended 31 August 2023

| | Fund balances brought forward £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund balances carried forward £ |
|---------------------------|---|----------------------------|----------------------------|----------------|---|
| Unrestricted funds | | | | | |
| General unrestricted fund | 24,034 | 93,666 | (73,219) | (813) | 43,668 |
| Totals | <u>24,034</u> | <u>93,666</u> | <u>(73,219)</u> | <u>(813)</u> | <u>43,668</u> |

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2023

Analysis of movements in unrestricted funds

For the year ended 31 August 2022

| | Fund balances brought forward £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund balances carried forward £ |
|---------------------------|---|----------------------------|----------------------------|----------------|---|
| Unrestricted funds | | | | | |
| General unrestricted fund | 36,693 | 53,069 | (65,728) | - | 24,034 |
| Totals | 36,693 | 53,069 | (65,728) | - | 24,034 |

Purpose of unrestricted funds

General unrestricted fund The 'free reserves' of the charity

Analysis of movement in restricted funds

For the year ended 31 August 2023

| | Fund balances brought forward £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund balances carried forward £ |
|-------------------------------|---|----------------------------|----------------------------|----------------|---|
| Restricted funds | | | | | |
| Northumberland County council | 1,838 | - | (2,618) | 780 | - |
| Proctor and Gamble | - | 220 | (253) | 33 | - |
| Totals | 1,838 | 220 | (2,871) | 813 | - |

Analysis of movement in restricted funds

For the year ended 31 August 2022

| | Fund balances brought forward £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund balances carried forward £ |
|-------------------------------|---|----------------------------|----------------------------|----------------|---|
| Restricted funds | | | | | |
| Northumberland County council | 752 | 1,092 | (6) | - | 1,838 |
| Totals | 752 | 1,092 | (6) | - | 1,838 |

Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

Northumberland County Council Funds for Forest School Project.
Proctor and Gamble Funds for Forest School Project.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2023

| Transfers between funds | Reason for transfer | Amount £ |
|---|------------------------------|---------------------|
| Between unrestricted and restricted funds | Transfer of funds overspend. | 813 |

21 Capital commitments

As at 31 August 2023, the charity had no capital commitments (2022: £nil)

22 Analysis of net assets between funds

| | Unrestricted Funds £ | Restricted Funds £ | Total 2023 £ |
|--|-------------------------------------|-----------------------------------|-----------------------------|
| Cash at bank and in hand | 44,161 | - | 44,161 |
| Other net current assets/(liabilities) | (493) | - | (493) |
| | 43,668 | - | 43,668 |

| | Unrestricted Funds £ | Restricted Funds £ | Total 2022 £ |
|--|-------------------------------------|-----------------------------------|-----------------------------|
| Cash at bank and in hand | 25,879 | 1,838 | 27,717 |
| Other net current assets/(liabilities) | (1,845) | - | (1,845) |
| | 24,034 | 1,838 | 25,872 |

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL

England & Wales - Charity number 1078169

Accounts

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED
(A company limited by guarantee)

REPORT AND FINANCIAL STATEMENTS
For the year ended 31 August 2022

Charity Number 1078169
Company Number 03853156

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 31 August 2022

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| Balance sheet | 11 |
| Notes to the financial statements | 12 to 19 |

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31st August 2022

The trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ended 31st August 2022 which are also prepared to meet the requirements for a trustees' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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 October 2019)

1. Objectives and Activities

1.1 Objectives

The objectives for which the charity is established are:

- To enhance the development and education of children under the age of five years.
- To prepare children for the transition to Reception year at school, nominally but not exclusively, at Whalton Primary School.
- To provide the necessary facilities for the daily care, recreation and education of children during out of school hours and holidays.

1.2 Activities

The activities of the charity are:

- The education and development of children under five years of age; Before and after school care of local children between the ages of three and thirteen years; and
- The provision of holiday clubs for local children between the ages of three and thirteen years.

1.3 Public Benefit Statement

Pre-School and After School at Whalton School (PAWS) delivers a benefit to its users and to the wider public, in the following ways:

Purpose: 1. to enhance the development and education of children under the age of five in Whalton and the surrounding areas through high quality preschool provision.

The children who attend PAWS are educated to the Early Years curriculum within a safe, inviting setting by staff who are committed to regular training in all aspects of Early Years best practice. The following activities all enhance the preschool experience and help our children develop into broad minded, inquisitive, and confident children.

- Our vision, mission and values provide a focus for our activities and reflect our ambitions for our children (pride, courage, thoughtfulness, determination).
- Our PAWS manager is now a [qualified Forest School professional](#). This thorough, and enviable, accreditation ensures the highest quality of service and safety in this field.
- Our facilities, and efforts to secure an even more appropriate local outdoor space, ensure that the forest school training can be used to its greatest effect.
- We are working on a forest school scheme of our own that will provide a clear set of goals and reward structure for children to learn and practice a range of life skills within our natural world.

- The children spend [every Friday morning in local woodland](#), which provides a stimulating and healthy environment for learning. We are working towards our bronze [Eco-school award](#).
- PAWS celebrates various [awareness raising](#), [cultural events](#), and [wellbeing initiatives](#) throughout the year, with themes including literacy, [dental care](#), healthy eating, [nature](#), [wildlife](#), [sustainability](#), etc.
- We work hard to keep our [facilities interesting and stimulating](#), with provision for children of all needs. We have spaces for performance, quiet time, reading, crafting, cooking, formal learning, water and sand play, sports, films, gardening and exploring.

We request regular feedback from parents, and we are regularly assessed by a range of education professionals. Our quality of provision is evident in the responses from our [parent feedback forms](#), [parent reviews](#), as well as in the [feedback from local early years professionals](#) and from [visiting professionals](#).

Purpose: 2. *to prepare children for transition to Reception, nominally but not exclusively, at Whalton C of E Aided First School.*

The children who attend PAWS are introduced to the Reception school setting on a regular basis.

- Parents can choose a [school dinner](#) for their child to help prepare them for the school lunchtime routine.
- PAWS children are regularly invited to spend time with pupils and teachers in school, including [story times and social events](#).
- There is a detailed [transition timetable](#) for children as they approach Reception. Parents also have the opportunity for meetings with class teachers about any issues they would like to discuss.
- PAWS provide any kind of [extra support for any children with additional needs](#), including overseeing multidisciplinary team meetings, liaising with teachers, and completing necessary paperwork.
- [Children aged 3 and over regularly mix with older children](#) during wraparound care, before and after school and during holiday clubs.

Purpose: 3. *to provide high quality opportunities for the care, recreation, and education of the children of Whalton and surrounding areas during out of school hours and holidays.*

- We run holiday clubs, for which demand continues to grow. We welcome children from other settings and siblings of all ages over three.
- Our wraparound care is attended by families from 07.30 to 17:30. We feed children a healthy breakfast, as well as snacks and drinks appropriate to each session.
- We have a weekly timetable, and we schedule our activities in advance. But we are very responsive to the interests and abilities of each child, and help our children to structure their own activities to ensure they feel comfortable and occupied throughout the session.

Purpose: 4. *to support the wellbeing of families and our wider local community through joint social, environmental and health related opportunities.*

- PAWS has a strong presence at [Whalton Village Show](#), providing disabled toilet access and a warm and safe space for use throughout the day.
- We provide support to any local event, for example, providing the refreshments and related staff for events like the Open Garden Scheme, for which funds are raised both for the scheme and for PAWS.

- We spend a great deal of time improving our local environment, for example, with [litter picking](#), sowing seeds, [clearing overgrown areas](#).
- We organise events for the whole village, for example, pumpkin trails and quiz nights. We communicate via a village WhatsApp group and a range of parent groups for children of all school years.
- Parents are now organising their own social events, between groups of people who would not be familiar with each other without attendance at PAWS.
- PAWS stays in close contact with the local church and the Parish Council and our PAWS manager is frequently invited to church, school and village meetings.
- We are planning forest school activity days for parents.
- Evidence of the public benefit of PAWS and our [close relationships with local families and businesses](#).

1.4 Policy on Grant Making

PAWS do not undertake any grant making activities at this time and as such do not operate a grant making policy.

1.5 Policy on Social Investment

PAWS do not undertake any social investment activities at this time and as such do not operate a social investment policy.

1.6 Contribution by Volunteers

We have not had any contributions from volunteers in the period other than, the committee member's voluntary contributions, which support the ongoing, general running of PAWS.

2. Achievements and Performance

The hangover from Coronavirus has hampered our financial performance this year, with many of the factors outside of our direct control.

Setting utilisation has changed. Partly as home working, post-pandemic has rooted and parents' work-life balance shifts with it, they're not using the wrap-around care like they did pre-pandemic.

This, coupled with a significant drop in child numbers for preschool at the start of the September term, put the setting on the back foot financially from the beginning of the year.

Several fundraising events/activities that PAWS would have financially benefited from were cancelled, postponed or scaled back, all of which negatively impacted our financial performance.

Increases to private and wrap-around fees were introduced to offset the rising costs passed to PAWS from increases to the national minimum wage, NI and utilities to name a few.

Despite the negatives, the learning team and committee members rose to the challenge, effectively managing the cost base whilst implementing several new initiatives and revenue-driving activities.

We doubled down on 'Forest School' after-school clubs with increased marketing activity. The introduction of 'block bookings' has allowed us to forecast and manage staffing levels appropriately. Our general marketing activity (active social presence) has undoubtedly been a strong 'buying signal' to parents and helped steadily increase the number of children in the setting over the year, with children now travelling out of Morpeth to attend PAWS.

3. Financial review

PAWS' principal funding source is private fees received for childcare services provided. Other significant income comes from early years entitlement funding received for our pre-school children.

3.1 Review of the year

The results for the year and the Charitable Company's financial position at the end of the year are shown in the attached financial statements.

During the year the Charitable Company had income of £54,161 (2021: £79,071) of which £1,092 was restricted (2021: £2,000) and expenditure of £65,734 (2021: £66,982) of which £6 was restricted (2021: £1,248). There was an operating deficit of £11,573 (2021: surplus of £12,089) of which a surplus of £1,086 was restricted (2021: a surplus of £752).

At 31 August 2022 the Charity had net assets of £25,872 (2021: £37,445) of which £1,838 was restricted (2021: £752).

3.2 Reserves policy

As of the 31 August 2022, we held £24,034 in reserves (2021: £36,693).

The Trustees consider holding in reserves no less than £15,000.00. This level of reserves is prudent for the Charitable Company at this time considering potential liabilities in the event that the charity ceased.

It's the committees long-term aim to increase the level of reserves held in line with its Reserves Policy to a level, which would provide twelve months operating runway.

Our Reserves Policy is reviewed annually.

3.3 Risk Management

Financial risk policy

This policy outlines the framework for management of financial risk at PAWS preschool, highlighting the responsibility of management and the committee to manage financial risks, and to implement good practice.

Risk management

There are systems in place for the effective management of all aspects of PAWS, including financial management, to ensure that we adhere to legislative requirements and apply best practice. Risk assessment and risk management form a critical part of these systems.

Our risk assessment, our health & safety policy, and our financial risk policy together document the overall PAWS approach to management of risk. Arguably, all risks, whether to do with safety, financial assets or reputation, might have financial implications.

Responsibility

All aspects of risk management are the responsibility of the management and committee to whom all significant matters are escalated.

All PAWS staff and committee are involved and have an important part to play in the identification and management of risk. All staff should be aware of the importance of risk management. There should be formal channels of communication both up and down to identify and manage risks. Committee members should be aware of the risk to the reputation of PAWS from activities that they may undertake elsewhere.

The establishment of effective financial risk management procedures should not be a one-off event. Financial risk management will become an integral part of management processes considered in association with regular reviews of strategy and objectives.

Financial risks will be reviewed quarterly by senior management and committee to monitor changes and check progress of mitigation measures.

Risks will also be reviewed annually as part of the strategic planning process.

Risk statement

Whilst PAWS is not required to submit financial risk management processes for auditing, it is good practice to submit this policy as part of our Trustees Report, as a statement declaring that all financial risks have been identified, reviewed and managed via appropriate systems.

Risks

Risks could be anything that pose a threat to the achievement of our strategic objectives, major projects or significant activities, or anything that could substantially damage our reputation or undermine the public's confidence in PAWS.

Options available to us for managing risk are:

- Transferring financial consequence – insurance
- Avoiding activities
- Management/mitigation of risk
- Accepting a risk if it cannot be avoided, for example public use of a community building, with steps taken to mitigate identified risks.

Management and committee responsibility (as per our risk assessment document)

- Identification of a risk: Where is it and what is it?
- What is at risk: people, buildings, income, other assets, reputation?
- Assessment of the level of a risk, taking into account likelihood and impact: high, medium, low
- Control measures: what do we need to do to mitigate or limit risk?
- Monitoring and review: Are processes working and thorough? Can they be improved?

Risk appetite

PAWS takes its safeguarding and governance responsibilities seriously. The financial and other risks associated with these areas are great and there is a risk averse approach to these aspects at PAWS. Service delivery is also of great importance, but flexibility is needed in order to stay up to date, respond to feedback and in so doing to try new approaches. We therefore apply a more cautiously open approach to service delivery. Equally, with our reliance on statutory funding, we also need an open and adaptable approach to funding and to working with new partners.

4. Plans for future periods

Preschool age acquisition - Raise awareness of our setting and encourage parents to enroll their children in PAWS Preschool.

After School Club retention - The offering needs to focus on 'extra curricular activities' in a bid to attract more children into the setting.

Gain accredited Forest School status. - Once finalised advertising can begin to reinforce our USP in the aim of retaining preschoolers up into Whalton Primary.

Improve our offering to include more Forest School activities - Increase Forest School Preschool days and add additional sessions (toddler group, family days) in line with our Forest School status.

Extend Holiday Club across the summer - Offer holiday club across the six weeks of summer holidays and Easter holidays.

Fundraising Initiatives – Look to raise £20k via three large scale fundraising events spread across the year.

5. Reference and administrative details of the charity, its trustees and advisors

| | |
|--|---|
| Registered charity name | Pre-School and After School at Whalton School Limited |
| Charity number | 1078169 |
| Company registration number | 03853156 |
| Registered office | Whalton C of E Aided Primary School Whalton Morpeth Northumberland NE61 3XH |
| Trustees and Members of the Board | David Browell Rachel Shayler Emma Reed – Resigned 26 th May 2022 David Popay John Shayler Faye Jackson Jessica Stevens – Appointed 15 th July 2022 Rory Morrison – Appointed 15 th July 2022 Gary Stevens – Appointed 10 th February 2023 |
| Chairman | John Shayler – Stepped down 1 st December 2022 Faye Jackson – From 1 December 2022 |
| Company Secretary | David Browell – Stepped down 10 th February 2023 Gary Stevens – From 10 th February 2023 |
| Treasurer | Rory Morrison from 1 December 2022 |
| Independent Examiner | Doug Maltman FMAAT Connected Voice Business Services Ltd One Strawberry Lane Newcastle upon Tyne NE1 4BX |
| Bankers | TSB Bank 3 – 5 Newgate Street Morpeth Northumberland NE61 1AN |

6. Structure, governance and management

Governing Document

The organisation is a Charitable Company Limited by Guarantee. 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. In the event of a winding up any member (who is a director) undertakes to contribute to the payment of liabilities, such amount as may be required not exceeding the total of £1.

Recruitment and Appointment of the Board

The Directors of the Company are also Trustees for the purposes of charity law and under the company's Articles are also its members. Under the requirements of the Memorandum and Articles of Association, at the Annual General Meeting one-third of the Directors, who are subject to retirement by rotation, shall retire. Retiring Directors can be re-appointed at the Annual General Meeting.

Trustees are selected on the basis of specialist skills and commitment to the objectives and aims of the organisation.

Board Induction and Training

New Board Members are introduced to the work of the organisation and informed of their legal roles and responsibilities at an induction meeting. The induction and training programme for new Board Members includes:

- A briefing by the Chair or Chief Executive
- An explanation of roles and responsibilities as a Board Member
- Copies of the main company documents including the Memorandum and Articles of Association and the Financial Statements
- Copy of the business plan and most recent evaluation report
- Copies of recent board papers including budgets and management accounts
- A copy of the Charity Commission publication "How to be an Effective Trustee"
- A copy of the governance structure.

7. Statement of Trustee Responsibilities

The trustees, who are also directors for the purposes of company law, are 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).

Company 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 charitable company and of incoming resources and application of resources, including the income and expenditure of the charitable company for that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates 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 accounting records that disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board on 26.05.2023 and signed on their behalf by:

J Shayler (Chair)

D Browell (Secretary)

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

For the year ended 31 August 2022

I report on the financial statements of Pre-School And After School At Whalton School Limited for the year ended 31 August 2022, which are set out on pages 10 to 19.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also directors of the company for the purposes of company law) 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 of the Charities Act 2011 ("the Charities Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the 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 statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- 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 Charities SORP (FRS102).

I 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.

Doug Maltman FMAAT
Connected Voice Business Services Ltd
One Strawberry Lane
Newcastle upon Tyne
NE1 4BX
Date: 26.05.2023

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES

(INCLUDING SUMMARY INCOME & EXPENDITURE ACCOUNT)

For the year ended 31 August 2022

| | Notes | Unrestricted Funds £ | Restricted Funds £ | Total 2022 £ | Total 2021 £ |
|---|-------|----------------------------|--------------------------|--------------------|--------------------|
| Income from: | | | | | |
| Activities for generating funds | 5 | 3,901 | - | 3,901 | 4,100 |
| Donations and legacies | 6 | 1,737 | - | 1,737 | 2,173 |
| Charitable activities | | | | | |
| Grants and contracts | 7 | 47,431 | 1,092 | 48,523 | 72,798 |
| Total income | | 53,069 | 1,092 | 54,161 | 79,071 |
| Expenditure on: | | | | | |
| Raising funds | 8 | 495 | - | 495 | - |
| Charitable activities | | | | | |
| Operation of the charity | 9 | 65,233 | 6 | 65,239 | 66,982 |
| Total expenditure | | 65,728 | 6 | 65,734 | 66,982 |
| Net income/(expenditure) and net movement of funds | | (12,659) | 1,086 | (11,573) | 12,089 |
| Reconciliation of funds | | | | | |
| Total funds brought forward | | 36,693 | 752 | 37,445 | 25,356 |
| Total funds carried forward | | 24,034 | 1,838 | 25,872 | 37,445 |

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 12 to 19 form an integral part of these accounts.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2022

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2 Basis of accounting

2.1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared 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 October 2019) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Pre-School And After School At Whalton School Limited meets the definition of a public benefit entity under FRS 102.

2.2 Revenue recognition

The charity reported total unrestricted funds at the year end of £24,034 and has already secured a significant amount of funding for the current year. The trustees are of the view that the immediate future of the charity for the next 12 to 18 months is secure and that on this basis the charity is a going concern.

3 Income

3.1 Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability

3.2 Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

3.3 Grants and donations

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria of income recognition are met.

3.4 Volunteer Help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2022

3.5 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

4 Expenditure and liabilities

4.1 Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

4.2 Charitable activities

Expenditure on charitable activities includes the costs of childcare and other activities undertaken to further the purposes of the charity and their associated support costs.

4.3 Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

4.4 Irrecoverable VAT

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

4.5 Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

4.6 Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2022

Analysis of income

| | Unrestricted Funds £ | Restricted Funds £ | Total 2022 £ | Total 2021 £ |
|---|----------------------------|--------------------------|----------------------|--------------------|
| 5 Activities for generating funds | | | | |
| Fundraising events | 3,901 | - | 3,901 | 1,666 |
| Longhorsley staffing recharge | - | - | - | 1,725 |
| Sports clubs | - | - | - | 100 |
| Furlough scheme | - | - | - | 609 |
| | <u>3,901</u> | <u>-</u> | <u>3,901</u> | <u>4,100</u> |
| 6 Donations and legacies | | | | |
| Donations | 1,737 | - | 1,737 | 2,173 |
| | <u>1,737</u> | <u>-</u> | <u>1,737</u> | <u>2,173</u> |
| 7 Charitable activities | | | | |
| <u>Income from grants</u> | | | | |
| Newcastle City Council Discretionary Grant | - | - | - | 13,000 |
| Northumberland County Council - Forest School Project | - | 1,092 | 1,092 | 2,000 |
| Other income | - | - | - | 255 |
| <u>Income from contracts</u> | | | | |
| Pre-school income and after school clubs | 27,825 | - | 27,825 | 25,056 |
| Northumberland County Council - pre-school funding | 19,606 | - | 19,606 | 32,487 |
| | <u>47,431</u> | <u>1,092</u> | <u>48,523</u> | <u>72,798</u> |

Income was £54,161 (2021: £79,070) of which £53,069 was unrestricted or designated (2021: £77,070) and £1,092 was restricted (2021: £2,000)

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2022

Analysis of expenditure on charitable activities

| | Unrestricted Funds £ | Restricted Funds £ | Total 2022 £ | Total 2021 £ |
|---|----------------------------|--------------------------|----------------------|--------------------|
| 8 Raising funds | | | | |
| Fundraising expenses | 495 | - | 495 | - |
| | <u>495</u> | <u>-</u> | <u>495</u> | <u>-</u> |
| 9 Charitable activities | | | | |
| <u>Direct costs</u> | | | | |
| Salaries | 56,069 | - | 56,069 | 56,557 |
| Staff training | 786 | - | 786 | 1,067 |
| Trips | - | - | - | 80 |
| Forest School Project | - | 6 | 6 | 1,248 |
| Pre-school and after school supplies | 2,243 | - | 2,243 | 1,754 |
| <u>Support costs</u> | | | | |
| Repairs and maintenance | 249 | - | 249 | 1,153 |
| Cleaning materials | 57 | - | 57 | 139 |
| Water | 108 | - | 108 | 139 |
| Light & heat | 791 | - | 791 | 632 |
| Telephone and office costs | 1,354 | - | 1,354 | 479 |
| Insurance / licences | 1,568 | - | 1,568 | 1,439 |
| Sundries and miscellaneous | 52 | - | 52 | 33 |
| Professional fees | 1,380 | - | 1,380 | 1,753 |
| <u>Governance costs</u> | | | | |
| Independent examiner's fees for reporting on the accounts | 576 | - | 576 | 508 |
| | <u>65,233</u> | <u>6</u> | <u>65,239</u> | <u>66,982</u> |

Expenditure on charitable activities was £65,734 (2021: £66,981) of which £65,728 was unrestricted or designated (2021: £65,733) and £6 was restricted (2021: £1,248)

10 Fees for examination of the accounts

| | 2022 £ | 2021 £ |
|---|-------------------|------------|
| Independent examiner's fees for reporting on the accounts | 576 | 508 |
| | <u>576</u> | <u>508</u> |

There were no other fees paid to the examiner (2021: £nil)

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2022

11 Analysis of staff costs and the cost of key management personnel

| | 2022 £ | 2021 £ |
|--|---------------|---------------|
| Gross wages, salaries and benefits in kind | <u>56,069</u> | <u>56,557</u> |
| | <u>56,069</u> | <u>56,557</u> |

No employee received remuneration above £60,000 (2021: nil)

The key management personnel of the charity, comprise the trustees and the Pre-School Manager. The total employee benefits of the key management personnel of the charity were £22,086 (2021: £23,683).

12 Staff numbers

The average monthly head count was 6 staff (2021: 8 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

| | 2022 Number | 2021 Number |
|---|----------------|----------------|
| The parts of the charity in which the employee's work | | |
| Charitable activities | <u>2.5</u> | <u>4.4</u> |
| | <u>2.5</u> | <u>4.4</u> |

13 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

Trustees' expenses

No trustee expenses have been incurred in the year.

Transaction(s) with related parties

There have been no related party transactions in the reporting period.

14 Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £722 (2021: £713). There was £0 outstanding as at 31 August 2022 (2021: £35)

15 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2022

16 Debtors and prepayments (receivable within 1 year)

| | 2022 £ | 2021 £ |
|-------------|--------------|--------------|
| Debtors | 503 | 2,879 |
| Prepayments | 1,244 | 695 |
| | <u>1,747</u> | <u>3,574</u> |

17 Cash at bank and in hand

| | 2022 £ | 2021 £ |
|--------------------------|---------------|---------------|
| Cash at bank and in hand | 27,717 | 36,333 |
| | <u>27,717</u> | <u>36,333</u> |

18 Creditors and accruals (payable within 1 year)

| | 2022 £ | 2021 £ |
|-------------------------------------|--------------|--------------|
| Trade creditors | 891 | 314 |
| Taxation and social security | - | 493 |
| Wages control account | - | 1,087 |
| Pension control account | - | 35 |
| Accruals | | |
| Independent examination of accounts | 576 | 504 |
| Other accruals | 2,125 | - |
| Other creditors | - | 29 |
| | <u>3,592</u> | <u>2,462</u> |

19 Events after the end of the reporting period

Due to the COVID-19 pandemic, it has put pressure on all businesses in 2021-22. It should be noted that the debtors have been received and the creditors are being paid when the payments are falling due. No other significant events affecting the Company since the year end.

20 Analysis of charitable funds

Analysis of movements in unrestricted funds

For the year ended 31 August 2022

| | Fund balances brought forward £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund balances carried forward £ |
|---------------------------|---|----------------------------|----------------------------|----------------|---|
| Unrestricted funds | | | | | |
| General unrestricted fund | 36,693 | 53,069 | (65,728) | - | 24,034 |
| Totals | <u>36,693</u> | <u>53,069</u> | <u>(65,728)</u> | <u>-</u> | <u>24,034</u> |

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2022

Analysis of movements in unrestricted funds

For the year ended 31 August 2021

| | Fund balances brought forward £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund balances carried forward £ |
|---------------------------|---|----------------------------|----------------------------|----------------|---|
| Unrestricted funds | | | | | |
| General unrestricted fund | 25,356 | 77,070 | (65,733) | - | 36,693 |
| Totals | 25,356 | 77,070 | (65,733) | - | 36,693 |

Purpose of unrestricted funds

General unrestricted fund The 'free reserves' of the charity

Analysis of movement in restricted funds

For the year ended 31 August 2022

| | Fund balances brought forward £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund balances carried forward £ |
|-------------------------------|---|----------------------------|----------------------------|----------------|---|
| Restricted funds | | | | | |
| Northumberland County council | 752 | 1,092 | (6) | - | 1,838 |
| Totals | 752 | 1,092 | (6) | - | 1,838 |

Analysis of movement in restricted funds

For the year ended 31 August 2021

| | Fund balances brought forward £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund balances carried forward £ |
|-------------------------------|---|----------------------------|----------------------------|----------------|---|
| Restricted funds | | | | | |
| Northumberland County council | - | 2,000 | (1,248) | - | 752 |
| Totals | - | 2,000 | (1,248) | - | 752 |

Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

Northumberland County Council Funds for Forest School Project.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2022

21 Capital commitments

As at 31 August 2022, the charity had no capital commitments (2021: £nil)

22 Analysis of net assets between funds

| | Unrestricted Funds £ | Restricted Funds £ | Total 2022 £ |
|--|----------------------------|--------------------------|--------------------|
| Cash at bank and in hand | 25,879 | 1,838 | 27,717 |
| Other net current assets/(liabilities) | (1,845) | - | (1,845) |
| | <u>24,034</u> | <u>1,838</u> | <u>25,872</u> |

| | Unrestricted Funds £ | Restricted Funds £ | Total 2021 £ |
|--|----------------------------|--------------------------|--------------------|
| Cash at bank and in hand | 35,581 | 752 | 36,333 |
| Other net current assets/(liabilities) | 1,112 | - | 1,112 |
| | <u>36,693</u> | <u>752</u> | <u>37,445</u> |

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL

England & Wales - Charity number 1078169

Accounts

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED
(A company limited by guarantee)

REPORT AND FINANCIAL STATEMENTS
For the year ended 31 August 2021

Charity Number 1078169
Company Number 03853156

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 31 August 2021

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PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL

(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31st August 2021

The trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ended 31st August 2021 which are also prepared to meet the requirements for a trustees' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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 2019)

1. Objectives and Activities

1.1 Objectives

The objectives for which the charity is established are:

- To enhance the development and education of children under the age of five years.
- To prepare children for the transition to Reception year at school, nominally but not exclusively, at Whalton Primary School.
- To provide the necessary facilities for the daily care, recreation and education of children during out of school hours and holidays.
- To advance the education and training of the persons employed in the provision of pre-school and after school education and activities to children placed in their care.

1.2 Activities

The activities of the charity are:

- The education and development of children under five years of age;
- Before and after school care of local children between the ages of three and thirteen years; and
- The provision of a summer holiday club for local children between the ages of three and thirteen years.

1.3 Public Benefit Statement

Pre-School and After School at Whalton School (PAWS) delivers a benefit to its users and to the wider public, in the following ways:

Purpose: 1. *To enhance the development and education of children under the age of five in Whalton and the surrounding areas through high quality preschool provision.*

The children who attend PAWS are educated to the Early Years curriculum within a safe, inviting setting by staff who are committed to regular training in all aspects of Early Years best practice. The following activities all enhance the preschool experience and help our children develop into broad minded, inquisitive, and confident children.

- Our vision, mission and values provide a focus for our activities and reflect our ambitions for our children (pride, courage, thoughtfulness, determination).
- Our PAWS manager is now a qualified Forest School professional. This thorough, and enviable, accreditation ensures the highest quality of service and safety in this field.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL

(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31st August 2021

1.3 Public Benefit Statement (continued)

- Our facilities, and efforts to secure an even more appropriate local outdoor space, ensure that the forest school training can be used to its greatest effect.
- We are working on a forest school scheme of our own that will provide a clear set of goals and reward structure for children to learn and practice a range of life skills within our natural world.
- The children spend every Friday morning in local woodland, which provides a stimulating and healthy environment for learning. We are working towards our bronze Eco-school award.
- PAWS celebrates various awareness raising, cultural events, and wellbeing initiatives throughout the year, with themes including literacy, dental care, healthy eating, nature, wildlife, sustainability, etc.
- We work hard to keep our facilities interesting and stimulating, with provision for children of all needs. We have spaces for performance, quiet time, reading, crafting, cooking, formal learning, water and sand play, sports, films, gardening and exploring.

We request regular feedback from parents, and we are regularly assessed by a range of education professionals. Our quality of provision is evident in the responses from our parent feedback forms, parent reviews, as well as in the feedback from local early years professionals and from visiting professionals.

Purpose: 2. *To prepare children for transition to Reception, nominally but not exclusively, at Whalton C of E Aided First School.*

The children who attend PAWS are introduced to the Reception school setting on a regular basis.

- Parents can choose a school dinner for their child to help prepare them for the school lunch time routine.
- PAWS children are regularly invited to spend time with pupils and teachers in school, including story times and social events.
- There is a detailed transition timetable for children as they approach Reception. Parents also have the opportunity for meetings with class teachers about any issues they would like to discuss.
- PAWS provide any kind of extra support for any children with additional needs, including overseeing multidisciplinary team meetings, liaising with teachers, and completing necessary paperwork.
- Children aged 3 and over regularly mix with older children during wraparound care, before and after school and during holiday clubs.

Purpose: 3. *To provide high quality opportunities for the care, recreation, and education of the children of Whalton and surrounding areas during out of school hours and holidays.*

- We run a two-week holiday club every summer, for which demand continues to grow. We welcome children from other settings and siblings of all ages over three. *Recent feedback.*
- Our wraparound care is attended by families from 07.45 to 17:30. We feed children a healthy breakfast, as well as snacks and drinks appropriate to each session.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL

(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31st August 2021

1.3 Public Benefit Statement (continued)

- We have a weekly timetable, and we schedule our activities in advance. But we are very responsive to the interests and abilities of each child, and help our children to structure their own activities to ensure they feel comfortable and occupied throughout the session.
- We are flexible in our booking processes for breakfast and after school club. This gives parents a chance to work more flexibly and to meet the conflicting demands of home and work life.

***Purpose: 4.** To support the wellbeing of families and our wider local community through joint social, environmental and health related opportunities.*

- PAWS has a strong presence at [Whalton Village Show](#), providing disabled toilet access and a warm and safe space for use throughout the day.
- We provide support to any local event, for example, providing the refreshments and related staff for events like the Open Garden Scheme, for which funds are raised both for the scheme and for PAWS.
- We spend a great deal of time improving our local environment, for example, with [litter picking](#), sowing seeds, [clearing overgrown areas](#).
- We organise events for the whole village, for example, pumpkin trails and quiz nights. We communicate via a village WhatsApp group and a range of parent groups for children of all school years. We contribute to collections and fundraising initiatives.
- Parents are now organising their own social events, between groups of people who would not be familiar with each other without attendance at PAWS.
- PAWS stays in close contact with the local church and the Parish Council and our PAWS manager is frequently invited to church, school and village meetings.
- We are planning forest school activity days for parents, specifically women.
- Evidence of the public benefit of PAWS and our [close relationships with local families and businesses](#).

1.4 Policy on Grant Making

PAWS do not undertake any grant making activities at this time and as such do not operate a grant making policy.

1.5 Policy on Social Investment

PAWS do not undertake any social investment activities at this time and as such do not operate a social investment policy.

1.6 Contribution by Volunteers

We have not had any contributions from volunteers in the period other than, the committee members voluntary contributions which support the ongoing, general running of PAWS.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL

(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31st August 2021

2. Achievements and Performance

A year we were dominated by the challenges and impacts of Coronavirus. The pandemic heavily impacted our financial performance and tested the resolve of our learning team, who showed outstanding commitment, adaptability and understanding throughout. The team rose to the challenge and continued to deliver the first-rate services parents have come to expect of PAWS.

The setting benefited from increased child numbers; however, the Government tightening of Coronavirus measures (2nd national lockdown and work from home guidance) deeply affected the utilisation of the setting for preschool and wrap-around care activities. This resulted in our financial performance being significantly lower than we had forecasted.

We've incurred higher costs throughout the year as we maintained a COVID secure workplace/setting with increased cleaning and hygiene routines.

We've managed labour and the broader cost base efficiently. The PAWS team accommodated change to the setting utilisation with understanding and flexibility as staffing levels and adjusted days of operation to meet the shifting demands.

Progress has continued throughout the year on our Forest School project as our setting manager nears completion of 'Forest School Practitioner.' This is a major milestone and unlocks the next phase of the project in our pursuit of achieving 'Accredited Forest School' status for the setting.

3. Financial review

PAWS' principal funding source is private fees received for childcare services provided. Other significant income comes from early years entitlement funding received for our pre-school children.

3.1 Review of the year

The results for the year and the company's financial position at the end of the year are shown in the attached financial statements.

During the year the Charity had income of £79,070 (2020: £60,813) of which £2,000 was restricted (2020: £0) and expenditure of £66,981 (2021: £50,477) of which £1,248 was restricted (2020: £0). There was an operating surplus of £12,089 (2021: £10,336) of which £752 was restricted (2020: £0).

At 31st August 2021 the Charity had net assets of £37,445 (2021: £25,356) of which £752 were restricted (2021: £0).

3.2 Reserves policy

As of the 31st August 2021 we hold £36,693 in reserves.

The Trustees consider holding in reserves no less than £15,000.00. This is level of reserves is prudent for the Charity at this time considering potential liabilities in the event that the charity ceased.

It's the committees long term aim to increase the level of reserves held in line with its Reserves Policy to a level which would provide twelve months operating runway.

Our Reserves Policy is reviewed annually.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL

(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31st August 2021

3.3 Risk Management

Financial risk policy

This policy outlines the framework for management of financial risk at PAWS preschool, highlighting the responsibility of management and the committee to manage financial risks, and to implement good practice.

Risk management

There are systems in place for the effective management of all aspects of PAWS, including financial management, to ensure that we adhere to legislative requirements and apply best practice. Risk assessment and risk management form a critical part of these systems.

Our risk assessment, our health & safety policy, and our financial risk policy together document the overall PAWS approach to management of risk. Arguably, all risks, whether to do with safety, financial assets or reputation, might have financial implications.

Responsibility

All aspects of risk management are the responsibility of the management and committee to whom all significant matters are escalated.

All PAWS staff and committee are involved and have an important part to play in the identification and management of risk. All staff should be aware of the importance of risk management. There should be formal channels of communication both up and down to identify and manage risks. Committee members should be aware of the risk to the reputation of PAWS from activities that they may undertake elsewhere.

The establishment of effective financial risk management procedures should not be a one-off event. Financial risk management will become an integral part of management processes considered in association with regular reviews of strategy and objectives.

Financial risks will be reviewed quarterly by senior management and committee to monitor changes and check progress of mitigation measures.

Risks will also be reviewed annually as part of the strategic planning process.

Risk statement

Whilst PAWS is not required to submit financial risk management processes for auditing, it is good practice to submit this policy as part of our Trustees Report, as a statement declaring that all financial risks have been identified, reviewed and managed via appropriate systems.

Risks

Risks could be anything that pose a threat to the achievement of our strategic objectives, major projects or significant activities, or anything that could substantially damage our reputation or undermine the public's confidence in PAWS.

Options available to us for managing risk are:

- Transferring financial consequence – insurance
- Avoiding activities
- Management/mitigation of risk
- Accepting a risk if it cannot be avoided, for example public use of a community building, with steps taken to mitigate identified risks.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL

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TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31st August 2021

Risks (continued)

Management and committee responsibility (as per our risk assessment document)

- Identification of a risk: Where is it and what is it?
- What is at risk: people, buildings, income, other assets, reputation?
- Assessment of the level of a risk, taking into account likelihood and impact: high, medium, low
- Control measures: what do we need to do to mitigate or limit risk?
- Monitoring and review: Are processes working and thorough? Can they be improved?

Risk appetite

PAWS takes its safeguarding and governance responsibilities seriously. The financial and other risks associated with these areas are great and there is a risk averse approach to these aspects at PAWS. Service delivery is also of great importance, but flexibility is needed in order to stay up to date, respond to feedback and in so doing to try new approaches. We therefore apply a more cautiously open approach to service delivery. Equally, with our reliance on statutory funding, we also need an open and adaptable approach to funding and to working with new partners.

4. Plans for future periods

- Stabilise and adapt the organisation's offering as we enter the 'New Normal' post COVID world.
- Gain 'Accredited Forest School' status.
- Ramp up marketing efforts to increase the number of children attending breakfast club and after school club.
- Increase our annual fundraising initiatives, both in number and scale, to maximise fundraising revenues.
- Continue our commitment to the ongoing Ofsted driven improvement plan.
- Improve our service offering (PAWS Passport, Forest School Activities) to continue to provide a safe, secure, stimulating and happy environment for our children.
- Continue to develop and provide training for our staff, including increasing the number of accredited Forest School Practitioners.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL

(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31st August 2021

5. Reference and administrative details of the charity, its trustees and advisors

Registered charity name Pre-School and After School at Whalton School Limited

Charity number 1078169

Company registration number 03853156

Registered office Whalton C of E Aided Primary School
Whalton
Morpeth
Northumberland
NE61 3XH

Trustees and Members of the Board David Browell
Rachel Shayler
Emma Reed
David Popay
John Shayler
Faye Jackson Appointed 02/09/2021

Chairman John Shayler

Company Secretary David Browell

Treasurer Vacant at the time of filing.

Independent Examiner Doug Maltman FMAAT
Connected Voice Business Services Ltd
Higham House
Higham Place
Newcastle upon Tyne
NE1 8AF

Bankers TSB Bank
3 – 5 Newgate Street
Morpeth
Northumberland
NE61 1AN

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL

(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31st August 2021

6. Structure, governance and management

Governing Document

The organisation is a Charitable Company Limited by Guarantee. 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. In the event of a winding up any member (who is a director) undertakes to contribute to the payment of liabilities, such amount as may be required not exceeding the total of £1.

Recruitment and Appointment of the Board

The Directors of the Company are also Trustees for the purposes of charity law and under the company's Articles are also its members. Under the requirements of the Memorandum and Articles of Association, at the Annual General Meeting one-third of the Directors, who are subject to retirement by rotation, shall retire. Retiring Directors can be re-appointed at the Annual General Meeting.

Trustees are selected on the basis of specialist skills and commitment to the objectives and aims of the organisation.

Board Induction and Training

New Board Members are introduced to the work of the organisation and informed of their legal roles and responsibilities at an induction meeting. The induction and training programme for new Board Members includes:

- A briefing by the Chair or Chief Executive
- An explanation of roles and responsibilities as a Board Member
- Copies of the main company documents including the Memorandum and Articles of Association and the Financial Statements
- Copy of the business plan and most recent evaluation report
- Copies of recent board papers including budgets and management accounts
- A copy of the Charity Commission publication "How to be an Effective Trustee"
- A copy of the governance structure.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL

(A company limited by guarantee)

TRUSTEE ANNUAL REPORT (including Director's report)

For the year ended 31st August 2021

7. Statement of Trustee Responsibilities

The trustees, who are also directors for the purposes of company law, are 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).

Company 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 charitable company and of incoming resources and application of resources, including the income and expenditure of the charitable company for that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates 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 accounting records that disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board on 10.05.2022 and signed on their behalf by:

J Shayler (Chair)

D Browell (Secretary)

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

For the year ended 31 August 2021

I report on the financial statements of Pre-School And After School At Whalton School Limited for the year ended 31 August 2021, which are set out on pages 9 to 20.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also directors of the company for the purposes of company law) 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 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the 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 statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- 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 Charities SORP (FRS102).

I 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.

Doug Maltman FMAAT
Connected Voice Business Services Ltd
Higham House
Higham Place
Newcastle upon Tyne
NE1 8AF
Date: 10.05.2022

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES

(INCLUDING SUMMARY INCOME & EXPENDITURE ACCOUNT)

For the year ended 31 August 2021

| | Notes | Unrestricted Funds £ | Restricted Funds £ | Total 2021 £ | Total 2020 £ |
|---|-------|----------------------------|--------------------------|--------------------|--------------------|
| Income from: | | | | | |
| Donations and legacies | 5 | 4,100 | - | 4,100 | 6,552 |
| Charitable activities | | | | | |
| Grants and contracts | 6 | 72,970 | 2,000 | 74,970 | 54,261 |
| Total income | | 77,070 | 2,000 | 79,070 | 60,813 |
| Expenditure on: | | | | | |
| Raising funds | 7 | - | - | - | 255 |
| Charitable activities | | | | | |
| Operation of the charity | 8 | 65,733 | 1,248 | 66,981 | 50,222 |
| Total expenditure | | 65,733 | 1,248 | 66,981 | 50,477 |
| Net income/(expenditure) and net movement of funds | | 11,337 | 752 | 12,089 | 10,336 |
| Reconciliation of funds | | | | | |
| Total funds brought forward | | 25,356 | - | 25,356 | 15,020 |
| Total funds carried forward | | 36,693 | 752 | 37,445 | 25,356 |

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 11 to 20 form an integral part of these accounts.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2021

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2 Basis of accounting

2.1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared 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 2019) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Pre-School And After School At Whalton School Limited meets the definition of a public benefit entity under FRS 102.

2.2 Revenue recognition

The charity reported total unrestricted funds at the year end of £36,693 and has already secured a significant amount of funding for the current year. The trustees are of the view that the immediate future of the charity for the next 12 to 18 months is secure and that on this basis the charity is a going concern.

3 Income

3.1 Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability

3.2 Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

3.3 Grants and donations

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria of income recognition are met.

3.4 Volunteer Help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2021

3.5 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

4 Expenditure and liabilities

4.1 Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

4.2 Charitable activities

Expenditure on charitable activities includes the costs of childcare and other activities undertaken to further the purposes of the charity and their associated support costs.

4.3 Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

4.4 Irrecoverable VAT

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

4.5 Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

4.6 Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2021

Analysis of income

| | Unrestricted Funds £ | Restricted Funds £ | Total 2021 £ | Total 2020 £ |
|---|----------------------------|--------------------------|----------------------|--------------------|
| 5 Activities for generating funds | | | | |
| Fundraising events | 1,666 | - | 1,666 | 762 |
| Longhorsley staffing recharge | 1,725 | - | 1,725 | - |
| Sports clubs | 100 | - | 100 | - |
| Furlough scheme | 609 | - | 609 | 5,790 |
| | <u>4,100</u> | <u>-</u> | <u>4,100</u> | <u>6,552</u> |
| 6 Charitable activities | | | | |
| <u>Income from grants</u> | | | | |
| Donations | 2,173 | - | 2,173 | 250 |
| Newcastle City Council discretionary grant | 13,000 | - | 13,000 | 5,000 |
| Whalton Show donation | - | - | - | 1,500 |
| Northumberland County Council - Forest School Project | - | 2,000 | 2,000 | - |
| Other income | 254 | - | 254 | - |
| <u>Income from contracts</u> | | | | |
| Pre-school income and after school clubs | 25,056 | - | 25,056 | 12,026 |
| Northumberland County Council - pre-school funding | 32,487 | - | 32,487 | 35,485 |
| | <u>72,970</u> | <u>2,000</u> | <u>74,970</u> | <u>54,261</u> |

Income was £79,070 (2020: £60,813) of which £77,070 was unrestricted or designated (2020: £60,813) and £2,000 was restricted (2020: £nil)

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2021

Analysis of expenditure on charitable activities

| | Unrestricted Funds £ | Restricted Funds £ | Total 2021 £ | Total 2020 £ |
|---|----------------------------|--------------------------|----------------------|--------------------|
| 7 Raising funds | | | | |
| Fundraising expenses | - | - | - | 255 |
| | <u>-</u> | <u>-</u> | <u>-</u> | <u>255</u> |
| 8 Charitable activities | | | | |
| <u>Direct costs</u> | | | | |
| Salaries | 56,557 | - | 56,557 | 41,766 |
| Staff training | 1,067 | - | 1,067 | 356 |
| Pre-school and after school food and snacks | - | - | - | 635 |
| Trips | 80 | - | 80 | - |
| Forest School Project | - | 1,248 | 1,248 | - |
| Pre-school and after school supplies | 1,754 | - | 1,754 | 537 |
| <u>Support costs</u> | | | | |
| Repairs and maintenance | 1,153 | - | 1,153 | 1,064 |
| Cleaning materials | 139 | - | 139 | 217 |
| Water | 139 | - | 139 | 113 |
| Light & heat | 632 | - | 632 | 1,037 |
| Telephone and office costs | 479 | - | 479 | 1,238 |
| Insurance / licences | 1,439 | - | 1,439 | 1,055 |
| Sundries and miscellaneous | 33 | - | 33 | 40 |
| Professional fees | 1,753 | - | 1,753 | 1,649 |
| Bad debt write off | - | - | - | 10 |
| <u>Governance costs</u> | | | | |
| Independent examiner's fees for reporting on the accounts | 508 | - | 508 | 504 |
| | <u>65,733</u> | <u>1,248</u> | <u>66,981</u> | <u>50,222</u> |

Expenditure on charitable activities was £66,981 (2020: £50,477) of which £65,733 was unrestricted or designated (2020: £50,477) and £1,248 was restricted (2020: £0)

9 Fees for examination of the accounts

| | 2021 £ | 2020 £ |
|---|-------------------|------------|
| Independent examiner's fees for reporting on the accounts | 508 | 504 |
| | <u>508</u> | <u>504</u> |

There were no other fees paid to the examiner (2020: £nil)

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2021

10 Analysis of staff costs and the cost of key management personnel

| | 2021 £ | 2020 £ |
|--|---------------|---------------|
| Gross wages, salaries and benefits in kind | <u>56,557</u> | <u>41,766</u> |
| | <u>56,557</u> | <u>41,766</u> |

No employee received remuneration above £60,000 (2020: nil)

The key management personnel of the charity, comprise the trustees and the Pre-School Manager. The total employee benefits of the key management personnel of the charity were £23,683 (2020: £21,942).

11 Staff numbers

The average monthly head count was 8 staff (2020: 6 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

| | 2021 Number | 2020 Number |
|---|----------------|----------------|
| The parts of the charity in which the employee's work | | |
| Charitable activities | <u>4.4</u> | <u>3.8</u> |
| | <u>4.4</u> | <u>3.8</u> |

12 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

Trustees' expenses

No trustee expenses have been incurred in the year.

Transaction(s) with related parties

There have been no related party transactions in the reporting period.

13 Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £713 (2020: £638). There was £35 outstanding as at 31 August 2021 (2020: £nil)

14 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2021

15 Debtors and prepayments (receivable within 1 year)

| | 2021 £ | 2020 £ |
|-------------|--------------|--------------|
| Debtors | 2,879 | 706 |
| Prepayments | 695 | 588 |
| | <u>3,574</u> | <u>1,294</u> |

16 Cash at bank and in hand

| | 2021 £ | 2020 £ |
|--------------------------|---------------|---------------|
| Cash at bank and in hand | 36,333 | 31,735 |
| | <u>36,333</u> | <u>31,735</u> |

17 Creditors and accruals (payable within 1 year)

| | 2021 £ | 2020 £ |
|-------------------------------------|--------------|--------------|
| Trade creditors | 314 | 228 |
| Taxation and social security | 493 | 370 |
| Wages control account | 1,087 | - |
| Pension control account | 35 | - |
| Accruals | | |
| Independent examination of accounts | 504 | 540 |
| Other creditors | 29 | - |
| Deferred income | - | 6,535 |
| | <u>2,462</u> | <u>7,673</u> |

18 Deferred income

Deferred income comprises of advance payments from grants that relate to future periods

| | 2021 £ |
|---|-----------|
| Balance brought forward | 6,535 |
| Amount released to income earned from charitable activities | (6,535) |
| Amount deferred in year | - |
| Balance carried forward | <u>-</u> |

19 Events after the end of the reporting period

Due to the COVID-19 pandemic, it has put pressure on all businesses in 2020-21. It should be noted that the debtors have been received and the creditors are being paid when the payments are falling due. No other significant events affecting the Company since the year end.

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2021

20 Analysis of charitable funds

Analysis of movements in unrestricted funds

For the year ended 31 August 2021

| | Fund balances brought forward £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund balances carried forward £ |
|---------------------------|---|----------------------------|----------------------------|----------------|---|
| Unrestricted funds | | | | | |
| General unrestricted fund | 25,356 | 77,070 | (65,733) | - | 36,693 |
| Totals | 25,356 | 77,070 | (65,733) | - | 36,693 |

Analysis of movements in unrestricted funds

For the year ended 31 August 2020

| | Fund balances brought forward £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund balances carried forward £ |
|---------------------------|---|----------------------------|----------------------------|----------------|---|
| Unrestricted funds | | | | | |
| General unrestricted fund | 15,020 | 60,813 | (50,477) | - | 25,356 |
| Totals | 15,020 | 60,813 | (50,477) | - | 25,356 |

Purpose of unrestricted funds

General unrestricted fund The 'free reserves' of the charity

Analysis of movement in restricted funds

For the year ended 31 August 2021

| | Fund balances brought forward £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund balances carried forward £ |
|-------------------------------|---|----------------------------|----------------------------|----------------|---|
| Restricted funds | | | | | |
| Northumberland County council | - | 2,000 | (1,248) | - | 752 |
| Totals | - | 2,000 | (1,248) | - | 752 |

PRE-SCHOOL AND AFTER SCHOOL AT WHALTON SCHOOL LIMITED

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2021

Analysis of movement in restricted funds For the year ended 31 August 2020

| | Fund balances brought forward £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund balances carried forward £ |
|---------------------|---|----------------------------|----------------------------|----------------|---|
| Restricted funds | | | | | |
| No restricted funds | - | - | - | - | - |
| Totals | - | - | - | - | - |

Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

Northumberland County Council Funds for Forest School Project.

21 Capital commitments

As at 31 August 2021, the charity had no capital commitments (2020: £nil)

22 Analysis of net assets between funds

| | Unrestricted Funds £ | Restricted Funds £ | Total 2021 £ |
|--|----------------------------|--------------------------|--------------------|
| Cash at bank and in hand | 35,581 | 752 | 36,333 |
| Other net current assets/(liabilities) | 1,112 | - | 1,112 |
| | 36,693 | 752 | 37,445 |

| | Unrestricted Funds £ | Restricted Funds £ | Total 2020 £ |
|--|----------------------------|--------------------------|--------------------|
| Cash at bank and in hand | 31,735 | - | 31,735 |
| Other net current assets/(liabilities) | (6,379) | - | (6,379) |
| | 25,356 | - | 25,356 |