

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2022
FOR
FIRST STEPS PRE-SCHOOL**

Stiles & Company
Chartered Certified Accountants
2 Lake End Court
Taplow
Maidenhead
Berkshire
SL6 0JQ

FIRST STEPS PRE-SCHOOL

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FOR THE YEAR ENDED 31 AUGUST 2022**

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FIRST STEPS PRE-SCHOOL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2022

The trustees present their report with the financial statements of the charity for the year ended 31 August 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

The aim of the charity is to serve the local community families with a fun safe educational pre-school for children below the compulsory school age.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1078387

Principal address

Manor Youth Centre
7 Hanover Way
Windsor
Berkshire
SL4 5NL

Trustees

Mrs K Bush
Mrs S McCormack (Resigned 05/09/2022)
Ms N Pryer (Resigned 05/09/2022)
Ms G Clark (Appointed 14/06/2022)
Ms AL Furnell (Appointed 05/09/2022)

Independent Examiner

Philip Ormerod
F.C.C.A
Stiles & Company
Chartered Certified Accountants
2 Lake End Court
Taplow
Maidenhead
Berkshire
SL6 0JQ

26 May 2023

Approved by order of the board of trustees on and signed on its behalf by:



.....
Mrs K Bush - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FIRST STEPS PRE-SCHOOL

Independent examiner's report to the trustees of First Steps Pre-School

I report to the charity trustees on my examination of the accounts of First Steps Pre-School (the Trust) for the year ended 31 August 2022.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

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

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 that in any material respect:

1. accounting records were not kept in respect of the association as required by section 130 of the 2011 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Philip Ormerod
F.C.C.A
Stiles & Company
Chartered Certified Accountants
2 Lake End Court
Taplow
Maidenhead
Berkshire
SL6 0JQ

30 May 2023

Date:



FIRST STEPS PRE-SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2022

				31.8.22	31.8.21
	Notes	Unrestricted fund £	Restricted funds £	Restricted fixed asset funds £	Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		21,969	99,133	-	121,102
Other trading activities:	2				
Investment income	3	14	-	-	14
JRS grant income		-			-
SSP grant income		308			308
Total		22,291	99,133	-	121,424
EXPENDITURE ON					
Raising funds		2,273	126,496	-	128,769
Other		-	3,341	-	3,341
Total		2,273	129,837	-	132,110
NET INCOME					
		20,018	(30,704)	-	(10,686)
RECONCILIATION OF FUNDS					
Total funds brought forward		158,573	132,608	548	291,729
TOTAL FUNDS CARRIED FORWARD					
		178,591	101,904	548	281,043

The notes form part of these financial statements

FIRST STEPS PRE-SCHOOL

BALANCE SHEET 31 AUGUST 2022

					31.8.22	31.8.21
	Notes	Unrestricted funds £	Restricted funds £	Restricted fixed asset funds £	Total funds £	Total funds £
FIXED ASSETS						
Tangible assets	8	1,379	4,133	548	6,060	7,486
CURRENT ASSETS						
Cash at bank and in hand		<u>177,792</u>	<u>99,378</u>	<u>-</u>	<u>277,170</u>	<u>285,481</u>
		177,792	99,378	-	277,170	285,481
CREDITORS						
Amounts falling due within one year	9	<u>(580)</u>	<u>(1,607)</u>	<u>-</u>	<u>(2,187)</u>	<u>(1,238)</u>
NET CURRENT ASSETS		<u>177,212</u>	<u>97,771</u>	<u>-</u>	<u>274,983</u>	<u>284,243</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>178,591</u>	<u>101,904</u>	<u>-</u>	<u>281,043</u>	<u>291,729</u>
NET ASSETS		<u>178,591</u>	<u>101,904</u>	<u>548</u>	<u>281,043</u>	<u>291,729</u>
FUNDS	11					
Unrestricted funds					178,591	158,573
Restricted funds					<u>102,452</u>	<u>133,156</u>
TOTAL FUNDS					<u>281,043</u>	<u>291,729</u>

26 May 2023

The financial statements were approved by the Board of Trustees and authorised for issue on
and were signed on its behalf by:



.....
K Bush - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, 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 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 20% on reducing balance
Fixtures and fittings	- 20% on reducing balance
Computer equipment	- 20% on reducing balance

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

FIRST STEPS PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 AUGUST 2022

2. OTHER TRADING ACTIVITIES

	31.8.22 £	31.8.21 £
SSP grant	308	-
JRS grant income	<u>-</u>	<u>5,333</u>

3. INVESTMENT INCOME

	31.8.22 £	31.8.21 £
Deposit account interest	<u>14</u>	<u>3</u>

4. INDEPENDENT EXAMINERS FEE

During the year the Charity incurred expenditure in relation to the Independent examiner's statement of £900 including VAT (2021: £900)

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2022 nor for the year ended 31 August 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2022 nor for the year ended 31 August 2021.

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.8.22 8	31.8.21 8
Education		

No employees received emoluments in excess of £60,000.

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Restricted fixed asset funds £	Total funds £
INCOME AND ENDOWMENTS FROM				
Donations and legacies	13,808	113,417	-	127,225
Other trading activities	-	-	-	-
JRS grant income	5,333			5,333
Investment income	<u>3</u>	<u>-</u>	<u>-</u>	<u>3</u>
Total	19,144	113,417	-	132,561
EXPENDITURE ON				
Raising funds	3,212	100,882	-	104,094
Other	-	3,061	-	3,061

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds £	Restricted fixed asset funds £	Total funds £
Total	3,212	103,943	-	107,155
NET INCOME	15,932	9,474	-	25,406

RECONCILIATION OF FUNDS

Total funds brought forward	142,641	123,134	548	266,323
TOTAL FUNDS CARRIED FORWARD	158,573	132,608	548	291,729

8. TANGIBLE FIXED ASSETS

	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 September 2021	1,091	19,571	1,600	22,262
Additions	-	-	-	-
DEPRECIATION				
At 1 September 2021	945	12,802	1,029	14,776
Charge for year	29	1,354	43	1,426
At 31 August 2022	974	14,156	1,072	16,200
NET BOOK VALUE				
At 31 August 2021	146	6,769	571	7,486
At 31 August 2022	117	5,415	528	6,060

FIRST STEPS PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 AUGUST 2022

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.22	31.8.21
	£	£
Trade creditors	648	318
Taxation and social security	263	-
Other creditors	<u>1,276</u>	<u>920</u>
	<u>2,187</u>	<u>1,238</u>

10. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31.8.22	31.8.21
	£	£
Within one year	<u>8,000</u>	<u>8,000</u>

11. MOVEMENT IN FUNDS

	At 1.9.21 £	Net movement in funds £	At 31.8.22 £
Unrestricted funds			
General fund	158,573	20,018	178,591
Restricted funds			
Education	132,608	(30,704)	101,904
Restricted Fixed Asset	<u>548</u>	<u>-</u>	<u>548</u>
	<u>133,156</u>	<u>(30,704)</u>	<u>102,452</u>
TOTAL FUNDS	<u>291,729</u>	<u>(10,686)</u>	<u>281,047</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	22,291	(2,273)	20,018
Restricted funds			
Education	<u>99,133</u>	<u>(129,837)</u>	<u>(30,704)</u>
TOTAL FUNDS	<u>121,424</u>	<u>(132,106)</u>	<u>(10,686)</u>

11. MOVEMENT IN FUNDS - continued**Comparatives for movement in funds**

	At 1.9.20 £	Net movement in funds £	At 31.8.21 £
Unrestricted funds			
General fund	142,641	15,931	158,572
Restricted funds			
Education	123,134	9,475	132,609
Restricted Fixed Asset	<u>548</u>	<u>-</u>	<u>548</u>
	<u>123,682</u>	<u>9,475</u>	<u>133,164</u>
TOTAL FUNDS	<u>266,323</u>	<u>25,406</u>	<u>291,729</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	19,144	(3,213)	15,931
Restricted funds			
Education	113,417	(103,944)	9,473
	<u>132,561</u>	<u>(107,157)</u>	<u>25,404</u>
TOTAL FUNDS	<u>132,561</u>	<u>(107,157)</u>	<u>25,404</u>

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2022

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FIRST STEPS PRE-SCHOOL**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 AUGUST 2022**

	31.8.22 £	31.8.21 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants	99,441	118,750
Pre-school fees	<u>21,969</u>	<u>13,808</u>
	121,410	132,558
Other trading activities		
Fundraising events	-	-
Investment income		
Deposit account interest	<u>14</u>	<u>3</u>
Total incoming resources	121,424	132,561
EXPENDITURE		
Raising donations and legacies		
Wages, National Ins & Pension	108,901	90,754
Other operating leases	8,955	5,378
Insurance	440	432
Postage and stationery	174	466
Materials and equipment	7,694	4,626
Staff welfare	379	232
Staff training	257	-
Recruitment	388	236
Plant and machinery	29	37
Fixtures and fittings	1,354	1,692
Computer equipment	<u>42</u>	<u>143</u>
	128,613	103,996
Other trading activities		
Photographs	158	102
Support costs		
Management		
Telephone	647	618
Sundries	238	126
Repairs and Renewals	<u>220</u>	<u>85</u>
	1,105	829
Governance costs		
Independent examiner's fees	900	900
Carried forward	900	900

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FIRST STEPS PRE-SCHOOL**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 AUGUST 20222021**

	31.8.22 £	31.8.21 £
Governance costs		
Brought forward	900	900
Accountancy and legal fees	1,284	1,280
Ofsted fee	<u>50</u>	<u>50</u>
	<u>2,234</u>	<u>2,230</u>
 Total resources expended	 <u>132,110</u>	 <u>107,157</u>
 Net income	 <u><u>10,686</u></u>	 <u><u>25,404</u></u>

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