

REGISTERED CHARITY NUMBER: 1078387

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024
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 2024**

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FIRST STEPS PRE-SCHOOL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2024

The trustees present their report with the financial statements of the charity for the year ended 31 August 2024. 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
Ms N Pryer
Ms G Clark
Ms AL Furnell

Independent Examiner

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

Approved by order of the board of trustees on 24/6/25 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 2024.

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 24 Jun 2025

Date:

Philip Ormerod - Stiles & Co

FIRST STEPS PRE-SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2024

					31.8.24	31.8.23
	Notes	Unrestricted fund £	Restricted funds £	Restricted fixed asset funds £	Total funds £	Total funds £
INCOME AND ENDOWMENTS FROM						
Income		17,724	119,929	-	137,653	135,374
Investment income	2	<u>1,682</u>	<u>-</u>	<u>-</u>	<u>1,682</u>	<u>345</u>
Total		19,406	119,929	-	139,335	135,719
EXPENDITURE ON						
Raising funds		2,972	118,447	-	121,419	118,432
Other		<u>-</u>	<u>3,578</u>	<u>-</u>	<u>3,578</u>	<u>3,288</u>
Total		2,972	122,025	-	124,997	121,720
NET INCOME		16,434	(2,096)	-	14,338	13,999
RECONCILIATION OF FUNDS						
Total funds brought forward		200,252	94,242	548	295,042	281,043
TOTAL FUNDS CARRIED FORWARD		<u>216,686</u>	<u>92,146</u>	<u>548</u>	<u>309,380</u>	<u>295,042</u>


The notes form part of these financial statements

FIRST STEPS PRE-SCHOOL

BALANCE SHEET 31 AUGUST 2024

					31.8.24	31.8.23
				Restricted		
		Unrestricted	Restricted	fixed	Total	Total
	Notes	funds	funds	asset	funds	funds
		£	£	funds	£	£
				£		
FIXED ASSETS						
Tangible assets	8	511	3,764	548	4,823	5,153
CURRENT ASSETS						
Cash at bank and in hand		<u>217,115</u>	<u>89,839</u>	<u>-</u>	<u>306,954</u>	<u>292,124</u>
		217,115	89,839	-	306,954	292,124
CREDITORS						
Amounts falling due within one year	9	(940)	(1,457)	-	(2,397)	(2,235)
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CURRENT ASSETS		<u>216,175</u>	<u>88,382</u>	<u>-</u>	<u>304,557</u>	<u>289,889</u>
TOTAL ASSETS LESS						
CURRENT LIABILITIES		216,686	92,146	548	309,380	295,042
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET ASSETS		<u>216,686</u>	<u>92,146</u>	<u>548</u>	<u>309,380</u>	<u>295,042</u>
FUNDS	11					
Unrestricted funds					216,686	200,262
Restricted funds					<u>92,694</u>	<u>94,780</u>
TOTAL FUNDS					<u>309,380</u>	<u>295,042</u>

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

The notes form part of these financial statements

FIRST STEPS PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024

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 2024

2. INVESTMENT INCOME

	31.8.24	31.8.23
	£	£
Deposit account interest	<u>1,682</u>	<u>345</u>

3. INDEPENDENT EXAMINERS FEE

During the year the Charity incurred expenditure in relation to the Independent examiner's statement of £954 including VAT (2023: £945)

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2024 nor for the year ended 31 August 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2024 nor for the year ended 31 August 2023.

5. STAFF COSTS

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

	31.8.24	31.8.23
	9	8
Education		

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

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Restricted fixed asset funds £	Total funds £
INCOME AND ENDOWMENTS FROM				
Income	24,791	110,583	-	135,374
Other trading activities				
Investment income	<u>345</u>	<u>-</u>	<u>-</u>	<u>345</u>
Total	25,136	110,583	-	135,719
EXPENDITURE ON				
Raising funds	3,465	114,967	-	118,432
Other	-	3,288	-	3,288

FIRST STEPS PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 AUGUST 2024

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds £	Restricted fixed asset funds £	Total funds £
Total	3,465	118,255	-	121,720
NET INCOME	21,671	(7,672)	-	13,999
RECONCILIATION OF FUNDS				
Total funds brought forward	178,581	101,914	548	281,043
TOTAL FUNDS CARRIED FORWARD	200,252	94,242	548	295,042

7. TANGIBLE FIXED ASSETS

	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 September 2023	1,471	19,571	1,600	22,642
Additions	237	-	639	875
DEPRECIATION				
At 1 September 2023	1,073	15,239	1,178	17,489
Charge for year	127	866	212	1,206
At 31 August 2024	1,200	16,105	1,390	18,695
NET BOOK VALUE				
At 31 August 2023	398	4,332	422	5,152
At 31 August 2024	508	3,466	849	4,823

FIRST STEPS PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 AUGUST 2024

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.24	31.8.23
	£	£
Trade creditors	360	342
Taxation and social security	843	512
Other creditors	<u>1,194</u>	<u>1,381</u>
	<u>2,397</u>	<u>2,235</u>

9. LEASING AGREEMENTS

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

	31.8.24	31.8.23
	£	£
Within one year	<u>8,000</u>	<u>8,000</u>

10. MOVEMENT IN FUNDS

	At 1.9.23	Net movement in funds	At 31.8.24
	£	£	£
Unrestricted funds			
General fund	200,252	16,434	216,686
Restricted funds			
Education	94,242	(2,096)	92,146
Restricted Fixed Asset	<u>548</u>	<u>-</u>	<u>548</u>
	<u>94,790</u>	<u>(2,096)</u>	<u>92,694</u>
TOTAL FUNDS	<u>295,042</u>	<u>14,338</u>	<u>309,380</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	19,406	(2,972)	16,434
Restricted funds			
Education	119,929	(122,025)	(2096)
	<u>139,335</u>	<u>(124,997)</u>	<u>14,338</u>
TOTAL FUNDS	<u>139,335</u>	<u>(124,997)</u>	<u>14,338</u>

FIRST STEPS PRE-SCHOOL**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 AUGUST 2024****10. MOVEMENT IN FUNDS - continued****Comparatives for movement in funds**

	At 1.9.22 £	Net movement in funds £	At 31.8.23 £
Unrestricted funds			
General fund	178,582	21,671	200,253
Restricted funds			
Education	101,914	(7,672)	94,242
Restricted Fixed Asset	<u>548</u>	<u>-</u>	<u>548</u>
	<u>102,462</u>	<u>(7,672)</u>	<u>94,790</u>
TOTAL FUNDS	<u>281,043</u>	<u>13,999</u>	<u>295,043</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	25,136	(3,465)	21,671
Restricted funds			
Education	<u>110,583</u>	<u>(118,255)</u>	<u>(7,672)</u>
TOTAL FUNDS	<u>135,719</u>	<u>(121,720)</u>	<u>13,999</u>

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2024.

FIRST STEPS PRE-SCHOOL**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 AUGUST 2024**

	31.8.24 £	31.8.23 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Income	119,929	110,583
Pre-school fees	<u>16,997</u>	<u>24,323</u>
	136,926	134,906
Other trading activities		
Fundraising events	727	468
Investment income		
Deposit account interest	<u>1,682</u>	<u>345</u>
Total incoming resources	139,334	135,719
EXPENDITURE		
Raising donations and legacies		
Wages, National Ins & Pension	106,869	100,236
Other operating leases	7,407	7,237
Insurance	474	453
Postage and stationery	241	549
Materials and equipment	4,431	7,155
Staff welfare	401	278
Staff training	24	930
Recruitment	-	94
Plant and machinery	127	99
Fixtures and fittings	866	1,083
Computer equipment	<u>212</u>	<u>106</u>
	121,053	118,220
Other trading activities		
Photographs	185	211
Support costs		
Management		
Telephone	773	684
Sundries	181	-
Repairs and Renewals	<u>378</u>	<u>246</u>
	1,332	930
Governance costs		
Independent examiner's fees	954	945
Carried forward	954	945

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FIRST STEPS PRE-SCHOOL**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 AUGUST 2024**

	31.8.24 £	31.8.23 £
Governance costs		
Brought forward	954	945
Accountancy and legal fees	1,423	1,364
Ofsted fee	<u>50</u>	<u>50</u>
	<u>2,427</u>	<u>2,359</u>
Total resources expended	<u>124,997</u>	<u>121,720</u>
Net income	<u>14,337</u>	<u>13,999</u>

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Document generated Wed, 25th Jun 2025 10:10:34 BST

Document fingerprint 6b571ab8b2eaa7e75fcecbb1fb43d47d

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Wed, 25th Jun 2025 10:11:35 BST	Philip Ormerod viewed the envelope (92.27.89.72)
Wed, 25th Jun 2025 10:11:37 BST	Document emailed to party email
Wed, 25th Jun 2025 10:12:13 BST	Philip Ormerod signed the envelope (92.27.89.72)
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