



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **Period start date 1-Sep-20 To** **Period end date 31-Aug-21**

Charity name: Little Sparks Preschool

Charity registration number: 1079011

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	TO ADVANCE THE EDUCATION OF CHILDREN BELOW COMPULSORY SCHOOL IN NORWICH A) PROVIDING SAFE AND SATISFYING GROUP PLAY, INWHICH PARENTS HAVE THE RIGHT TO TAKE PART B) ENCOURAGING OTHER CHARITABLE ACTIVITIES THROUGH WHICH PARENTS MAY HELP THE CHILDREN A) PROVIDING SAFE AND SATISFYING GROUP PLAY, IN WHICH PARENTS HAVE THE RIGHT TO TAKE PART B) ENCOURAGING OTHER CHARITABLE ACTIVITIES THROUGH WHICH PARENTS MAY HELP THE CHILDREN
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
	Para 1.38	

Policy on social investment including program related investment		
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance	Para 1.41	

against objectives		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	
Amount of reserves held	Para 1.22	39,609
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution of organisation
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Little Sparks Preschool
Other name the charity uses	Little Sparks Playgroup (Previous name)
Registered charity number	1079011

Charity's principal address	Knowland grove Norwich Norfolk NR5 8YB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Karen Rowley	Chair	17 July 2018	
2	Tara Macfarlane	Trustee	6 November 2014	
3	Emily Barker	Trustee	6 November 2014	
4	Jacqueline Walker	Trustee	26 April 2012	
5	Karen Chapman	Treasurer	20 April 2021	
6	Michelle Heather	Trustee	26 October 2013	
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees - names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Auditor	Abacus Accountancy	The Willows, Ipswich Rd, Long Stratton, NR15 2TG

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

KMRowley

Full name(s)

Karen Rowley

**Position (eg
Secretary, Chair, etc)**

Chair

Date

14/06/2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

Little Sparks Preschool

1079011

Receipts and payments accounts

CC16a

For the period
from

01-Sep-20

To

31-Aug-21

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Norfolk County Council Funding	111,976	-	-	111,976	106,134
Fees and Lunch Money	4,000	-	-	4,000	6,589
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	115,976	-	-	115,976	112,724
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	115,976	-	-	115,976	112,724
A3 Payments					
Payroll	86,365	-	-	86,365	82,070
Rent	20,100	-	-	20,100	20,100
Insurance	1,082	-	-	1,082	-
Stationery	1,127	-	-	1,127	331
Equipment	1,263	-	-	1,263	3,681
Communications	737	-	-	737	719
Refreshment/Kitchen	316	-	-	316	469
Administration	734	-	-	734	673
Consumables	421	-	-	421	655
Staff Training	192	-	-	192	644
TV Licence	158	-	-	158	155
DBS Checks & Registrations	598	-	-	598	867
Examination of Accounts	175	-	-	175	175
Travel	-	-	-	-	109
Write off	5	-	-	5	-
Sundry Expenses	84	-	-	84	90
Sub total	113,357	-	-	113,357	110,738
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	113,357	-	-	113,357	110,738
Net of receipts/(payments)	2,619	-	-	2,619	1,986
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	43,014	39,609	-	82,623	-
Cash funds this year end	45,633	39,609	-	85,242	1,986

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		45,581	39,609	-
	Petty Cash	52	-	-
			-	-
	Total cash funds	45,633	39,609	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets				
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use				
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities				
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval



ABACUS

a name you can count on

**Accountants
Book-Keepers
Consultants**

The Willows, Ipswich Road
Long Stratton, NR15 2TG
Tel. 07851 600355

accounts@abcabacus.co.uk
www.abcabacus.co.uk

Independent examiner's report to the trustees of the "Little Sparks Preschool"

I report on the accounts of the above charity number 1079011 for the period ended 31 August 2021

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 (the Act). The charity's trustees consider that an audit is not required for this year under section 144 of the Act 1993 and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's report

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

Independent examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 material concerns, however the petty cash record keeping was inadequate, but 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.

Peter Bussey FFA FIPA
14th September 2022