

**SINGLETON PLAYSCHOOL**  
REGISTERED CHARITY NUMBER 1079899  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

## SINGLETON PLAYSCHOOL

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## **SINGLETON PLAYSCHOOL**

### **CHARITY INFORMATION**

#### **Charity name and number**

Singleton Playschool : registered charity number 1079899

#### **Date of registration**

20 March 2000

#### **Correspondence address**

Singleton C E Primary School, Chichester, West Sussex, PO18 0HP

#### **Trustees**

Mrs E Jewitt (Chair)

Mr J McDonald (Treasurer)

Ms S Pinnington (Secretary)

Committee:-

Janet Holt

#### **Professional advisors**

##### Independent Examiner

KSL Accountants & Business Advisors, 9 Vinnetrow Business Park, Vinnetrow Road, Chichester, PO20 1QH

## **SINGLETON PLAYSCHOOL**

### **TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2021**

The Trustees present their report and financial statements for the year ended 31 August 2021.

#### **Objectives and activities**

The Playschool objective is to assist with the development and education of children under statutory school age in the local and surrounding community. The Playschool occupies a separate, large room attached to Singleton C of E School.

#### **Achievements and performance**

Numbers of children attending was good but staff numbers and increased pay rates impacted finances disproportionately.

A high quality of service was maintained throughout and given the demands of COVID during the second half of the year, the management and staff performance was exceptional.

#### **Financial review**

In accordance with the Playschool's policy, the Trustees have maintained the appropriate level of reserves in its bank account. This fund ensures that the Playschool is able to meet the costs of staff wages, rent, service charges and associated costs for a period of three months, amounting to approximately £13,000 (2020 - £12,500).

The Trustees held fundraising events and raised sponsorship money.

#### **Statement of Trustees' responsibilities**

Charity law requires the Trustees to prepare financial statements for each financial year which show a true and fair of the state of affairs of the charity and its financial activities for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any 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 charity will continue in operational existence.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

SINGLETON PLAYSCHOOL

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2021

*(continued)*

**Independent Examiner**

The Trustees intend to ask the existing Independent Examiners, KSL Accountants & Business Advisors, to undertake the independent examination of the Playschool in the following year.

*Signed on behalf of the Trustees*

A handwritten signature in black ink, appearing to read 'J. McDonald', written over a horizontal line.

Mr J McDonald

16 March 2022

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
SINGLETON PLAYSCHOOL**

We report on the accounts of the Playschool for the year ended 31 August 2021, which are set out on pages 5 to 8.

**Respective responsibilities of trustees and examiner**

The charity's trustees 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to our attention.

**Basis of independent examiner's report**

Our 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 our examination, no matter has come to our attention:

- (1) which gives us reasonable cause to believe that in, any material respect, the requirements:
- to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**KSL Accountants & Business Advisors**  
9 Vinnetrow Business Park  
Vinnetrow Road  
Chichester  
West Sussex, PO20 1QH

16 March 2022

# SINGLETON PLAYSCHOOL

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2021

	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
<b><u>Incoming resources (note 3)</u></b>				
Activities for generating funds	-	44,891	44,891	37,535
Incoming resources from charitable activities	-	-	-	-
<b>TOTAL INCOMING RESOURCES</b>	-	44,891	44,891	37,535
<b><u>Resources expended (note 4)</u></b>				
Charitable expenditure	-	50,011	50,011	26,702
Governance costs	-	961	961	1,038
<b>TOTAL RESOURCES EXPENDED</b>	-	50,972	50,972	27,740
<b>NET INCOMING RESOURCES</b>	-	(6,081)	(6,081)	9,795
<b>Other recognised gains/(losses)</b>	-	-	-	-
<b>NET MOVEMENT IN FUNDS (note 5)</b>	-	(6,081)	(6,081)	9,795

# SINGLETON PLAYSCHOOL

## BALANCE SHEET AS AT 31 AUGUST 2021

	NOTE	2021 £	2020 £
<b><u>Fixed Assets</u></b>		<b>74</b>	<b>98</b>
<b><u>Current Assets</u></b>			
Bank current account		7,853	15,626
Bank deposit account		11,485	8,997
Cash in hand		497	844
		<b>19,835</b>	<b>25,467</b>
PAYE debtor		-	395
		<b>19,835</b>	<b>25,862</b>
<b><u>Creditors: amounts falling due within one year</u></b>			
Trade creditors		(360)	(330)
Accruals and deferred income		(360)	(330)
		<b>19,475</b>	<b>25,532</b>
<b>NET ASSETS</b>		<b>19,475</b>	<b>25,532</b>
<b><u>Represented by:</u></b>	<b>5</b>		
Unrestricted funds		-	-
Restricted funds		19,549	25,630
		<b>19,549</b>	<b>25,630</b>

The financial statements on pages 5 to 8 were approved by the trustees on  
and signed on their behalf by:

16 March 2022



Mr J McDonald  
16 March 2022



# SINGLETON PLAYSCHOOL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2021

### 1. Accounting policies

In preparing the accounts the following accounting policies have been complied with:

- a) The accounts have been prepared on the historic cost convention with the exception that investments are valued at market value. The accounts are in accordance with the applicable accounting standards, the Charities SORP 2005 (Accounting and Reporting by Charities) and comply with the Charities (Accounts and Reports) Regulations 2005 issued under the Charities Act 1993.
- b) Investment income is recorded when receivable.
- c) Other expenditure is included in the accounts on an accruals basis.
- d) Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.
- e) The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

### 2. Taxation

The Playschool is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

### 3. Incoming resources

	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
<i>Activities for generating funds</i>				
Sponsorship and fundraising		-	-	-
<i>Incoming resources from charitable activities</i>				
Fees		42,047	42,047	37,316
Fundraising		2,844	2,844	219
Early years pupil premium			-	
Bank interest received			-	
	-	44,891	44,891	37,535
<b>TOTAL INCOMING RESOURCES</b>	-	44,891	44,891	37,535

# SINGLETON PLAYSCHOOL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2021

(continued)

### 4. Resources expended

	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
<i>Charitable expenditure</i>				
Wages	-	45,742	45,742	23,747
Rent	-	350	350	350
Small equipment	-	402	402	624
Supplies and materials	-	2,399	2,399	1,282
Costs for new room	-	-	-	-
Training and subscriptions	-	-	-	-
CRB checks	-	140	140	160
Sundry expenses	-	953	953	451
Depreciation of equipment	-	25	25	98
	-	50,011	50,011	26,712
<i>Governance costs</i>				
Independent examination fee	-	360	360	330
Printing, postage and stationery	-	40	40	269
Insurance	-	561	561	439
Bank charges	-	-	-	-
Telephone and internet	-	-	-	-
	-	961	961	1,038

### 5. Movement in funds

	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
Net movement in funds	-	(6,081)	(6,081)	9,795
Total funds brought forward	-	25,630	25,630	15,835
	-	19,549	19,549	25,630
Transfer from unrestricted funds to restricted funds	-	-	-	-
<b>TOTAL FUNDS CARRIED FORWARD</b>	-	19,549	19,549	25,630

The restricted funds balance at the beginning and end of the financial year equate to the bank deposit account balance.

### 6. Analysis of employee costs

The total employment cost amounted to £45,742 in the year to 31 August 2021 and the average number of both full and part time staff was 4 (2020 - 4).