

Charity Registered Number:
1099374

HEXTABLE VILLAGE PRE-SCHOOL

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2020

HEXTABLE VILLAGE PRE-SCHOOL
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020

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HEXTABLE VILLAGE PRE-SCHOOL
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020

Trustees

A Baker (resigned 4th November 2020)
E Rich (resigned 4th November 2020)
L Groves
L Wang
S Jefferies
C Steggles (resigned 4th November 2020)
H Pearce (resigned 13th February 2020)
E Kolacka
G Barr
E Wood (resigned 4th November 2020)
K Robinson (appointed 16th October 2019)
L Wager (resigned 13th January 2020)
C Markey (appointed 4th November 2020)
C Glenn (appointed 4th November 2020)
C Bays (appointed 4th November 2020)
S Meers (appointed 4th November 2020)
S Geary (appointed 4th November 2020)

Registered & Principal Office

The Gallery
College Road
Swanley
BR8 7LT

Accountants

Pearce accounts consultancy services
58 Sermon Drive
Swanley
Kent
BR8 7HT

HEXTABLE VILLAGE PRE-SCHOOL

TRUSTEE'S REPORT

FOR THE YEAR ENDED 31ST DECEMBER 2020

The Trustees present their annual report with financial statements of the charitable company for the year ended 31st December 2020.

LEGAL STATUS

Hextable Village Pre-School is governed by its constitution. The pre-school has adopted the 2011 Pre-School Learning Alliance constitution on 18 October 2017.

The Pre-School Learning Alliance (PLA) is the governing charitable body. PLA is in the voluntary sector working as strategic partner with the government. It specialises in and campaigns for education for the early year's sector. It aims to "promote quality in Pre-School settings".

Its objective is to overcome issues of supply, training and conditions for the workforce. It is also committed to development of Government strategy for the early year's sector.

The PLA visits to support the education and offers grant funding from head office fundraising campaigns.

The Pre-School needs to adhere to rules and regulations to qualify for membership to the PLA. This includes submitting end of year accounts to the charities commission.

Ofsted is the government education regulatory agency. It sets out the national curriculum adherence of the nursery education service through means of list of objectives and quality standards.

TRUSTEES

The trustees in office during the year were:

A Baker (resigned 4th November 2020)

E Rich (resigned 4th November 2020)

L Groves

L Wang

S Jefferies

C Steggles (resigned 4th November 2020)

H Pearce (resigned 13th February 2020)

E Kolacka

G Barr

E Wood (resigned 4th November 2020)

K Robinson (appointed 16th October 2019)

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C Glenn (appointed 4th November 2020)

C Bays (appointed 4th November 2020)

S Meers (appointed 4th November 2020)

S Geary (appointed 4th November 2020)

OBJECTIVES AND ACTIVITIES

The objectives of the charity continue to be the enhancement of development and education of children under statutory school age, by encouraging parents to understand and provide for the needs of their children through community groups. The objective is also to deliver care and education whilst meeting individual needs including developing and implementing strategies to encourage and extend children's learning.

The pre-school supplies an education service to local children from between the ages of 2 and 4 years. A voluntary committee of parents manages the pre-school, it employs 9 teachers including 1 admin support staff who are responsible for the day-to-day running of the Pre-School in line with the EYFS. The staff receives regular training.

In 2020 the pre-school has taken on an apprentice, who started their level 2 training and 2 members of staff enrolled to do their level 3 qualification. The pre-school has also employed 1 support staff on a fixed term contract.

HEXTABLE VILLAGE PRE-SCHOOL
DIRECTOR'S AND TRUSTEE'S REPORT
FOR THE YEAR ENDED 31ST DECEMBER 2020
(Continued)

We offer morning and afternoon educational sessions (each session is 3 hours) every week day. The Pre-school garden continues to be used and enjoyed by the children on a daily basis, whatever the weather. In addition to universal government funding, the preschool offers free for 2 funding and since September 2017, also 30 hour funding.

The Pre-School are pleased to announce that the result of the last inspection by OFSTED, in January 2019, was that the quality and standards of the early years provision had been rated as good.

The Pre-School has had a strong year, net income for the year was £130,115 (2020 Expenditure - £122,147). Most sessions were due to be full to capacity for the majority of the year but due to COVID some parents chose not to send their child to pre-school, however, we still got the KCC funding for those children as their place was there for them when they felt ready to attend again. There wasn't any major refurbishment done in 2020 due to COVID and the planned new flooring had to be put on hold.

Our ongoing goal is to continue to use the income from fees and funding to cover our highest running costs such as staff costs and rent, and to support activities that will enhance the children's Preschool experience and environment.

Our main financial aim is to retain our reserves at approximately the same level. We will continue to spend carefully and fundraise as much as possible to meet this aim.

FUNDRAISING

Local Government and Parental Means of Funding Children are eligible for funding from the Kent County Council in the term after their third birthday. Fee for parents who have to pay have been increased from £15.00 to £16.50 per 3 hour session for school year 2020/2021.

In 2020 £803 (2019 £2,625) was raised through fundraising events which is down considerably due to COVID. This money supplies the Pre-School with new equipment such as new toys and learning resources etc. The fundraising team on the committee are responsible for the planning, organising, setting up of events, clearing up and the storage and stock take of stored refreshments with support from committee and parents. In 2020 the committee planned to do a variety of fundraising events for Easter, Summer & Christmas fayres but due to COVID none of these we able. The income that has been raised will assist in further development of our garden and outdoor play area and towards the funding of Christmas and leavers gifts.

PUBLIC BENEFIT

In planning activities for the year, the trustees confirm that the Charity Commission's guidance on public benefit (section 4 of the 2006 Charities Act) by:

1. Offering appropriate play facilities and training courses; and offering parents the opportunity to get involved in the activities of such groups.
2. Encouraging study of the needs of such children and their families and promoting public interest in, and recognition of such needs in the local areas.
3. Instigating, adhering to and furthering the cause of pre-school learning allies.
4. Offering appropriate play facilities and training courses, together with the right of parents to take responsibility for and to become involved in the activities of such groups ensuring that such groups offer opportunities for all children regardless of race, culture, religion, means or ability. Encouraging the study of the needs of such children and their families and promoting public interest in the recognition of such needs in the local area.

HEXTABLE VILLAGE PRE-SCHOOL
DIRECTOR'S AND TRUSTEE'S REPORT
FOR THE YEAR ENDED 31ST DECEMBER 2020
(Continued)

RECRUITMENT AND APPOINTMENT OF TRUSTEES

Hextable Village Pre-School has adopted the Pre-School Learning Alliance constitution and we follow the methods laid out in the constitution when recruiting and appointing new trustees.

RISKS

The charity has assessed the risks to which it is exposed and has taken steps to mitigate those risks. The main risks faced by the charity are in respect of maintaining funding levels in order to continue with the present level of services.

The biggest risk that the pre-school faces is funding. The main source of funding is nursery vouchers from Kent County Council, which amounted to £106,307 (2019 £91,823). This funding is susceptible to government cuts, and the pre-school would have to find alternative means. The pre-school will put into place a comprehensive system of monitoring financial, physical and reputational risks to which it is currently exposed. This includes improving income raising activities. The pre-school now operates on a strict budget set at the beginning of the year, which helps to monitor income and expenditure. Any monies at the end of the financial year are to be used in securing the pre-schools future. The pre-school will continue with its policy of maintaining reserves that are adequate for it to meet its contractual obligations. The unrestricted reserve at 31st December 2020 was £75,170 (2019 £67,202).

TRUSTEES RESPONSIBILITIES

The Charities Act requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state to affairs of the company as at the end of the financial year and of the surplus or deficit of the charity for that year. In preparing those financial statements the trustees are required to:-

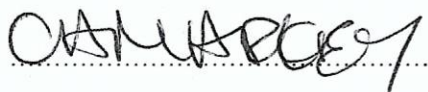
- select suitable policies and the apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- follow applicable accounting standards, subject to any material departures disclosed and explained in the accounts;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the regulations made under the Charities Act. 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 also responsible for the contents of the trustees' report, and the responsibility of the independent examiner in relation to the trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

APPROVAL

This Report was approved by on behalf of the Trustees on 28-10-21 and signed.



INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF
HEXTABLE VILLAGE PRE-SCHOOL
FOR THE YEAR ENDED 31ST DECEMBER 2020

We have examined the financial statements on pages 5 to 9. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

Respective responsibilities of the trustees and examiner

The Trustees' responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Trustees Responsibilities. The charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

It is my 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 Charities Commissioner under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of opinion

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 the seeking of explanations from you as trustee 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 requirements:
 - (a) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (b) to prepare accounts which accord with the accounting records to comply with the accounting requirements of the 2011 Act; have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

D. Pearce

Debbie Pearce
 Pearce accounts consultancy services
 Chartered Certified Accountants
 58 Sermon Drive
 Swanley
 Kent BR8 7HT

Dated: 28.10.21

HEXTABLE VILLAGE PRE-SCHOOL
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2020

	31st December 2020			31st December 2019
	Unrestricted	Restricted	Total	Total
	Funds	Funds		
	£	£	£	£
INCOMING RESOURCES				
Voluntary income				
Fundraising	803	-	803	2,625
Investment income	13	-	13	29
Incoming resources from charitable activities	129,299	-	129,299	115,189
TOTAL INCOMING RESOURCES	130,115	-	130,115	117,843
RESOURCES EXPENDED				
Fundraising costs	110	-	110	59
Charitable activities	121,257	-	121,257	108,713
Governance costs	780	-	780	780
TOTAL RESOURCES EXPENDED	122,147	-	122,147	109,552
Net incoming/outgoing resources	7,968	-	7,968	8,291
Total funds brought forward	67,202	-	67,202	58,911
Total funds carried forward	75,170	-	75,170	67,202

*The Statement of Financial Activities includes all gains and losses in the year.
All incoming and expended resources derive from continuing activities.

HEXTABLE VILLAGE PRE-SCHOOL

BALANCE SHEET

AS AT 31ST DECEMBER 2020

	2020 £	2019 £
CURRENT ASSETS		
Debtors	-	380
Cash at bank and in hand	76,628	68,195
	<u>76,628</u>	<u>68,575</u>
CREDITORS: Amounts falling due within one year	1,458	1,373
	<u>1,458</u>	<u>1,373</u>
NET CURRENT ASSETS	<u>75,170</u>	<u>67,202</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>75,170</u>	<u>67,202</u>
FUNDS		
Unrestricted funds	75,170	67,202
Restricted funds	-	-
	<u>75,170</u>	<u>67,202</u>

Approved on behalf of the Trustees on 28.10.21 and signed.



Trustee

HEXTABLE VILLAGE PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2020

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The Financial Statements are 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 (FRS102) (effective 1 January 2015) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

The financial statements are prepared, on a going concern basis, under the historical cost convention. The charity is dependent on continuing grant funding.

The charity meets the definition of a public benefit entity under FRS 102.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

1.2 Income

Revenue grants are credited to the Statement of Financial Activities on the earlier date of when they are received or when they are receivable, unless they relate to a specific future period, in which case they are included in creditors on the Balance Sheet as a grant received in advance to be recognised in the future accounting period. Other income is included for the period to which it relates.

1.3 Resources expended

Expenditure is recognised when a liability is incurred within the charitable objects and is classified between charitable activities and governance costs in accordance with SORP 2005.

1.4 Value Added Tax

Value added tax is not recoverable by the charity and as such is included in the relevant costs in the Statement of Financial Activities.

1.4 Restricted funds

Restricted funds are to be used for the purposes specified by the donor. Expenditure which meets these criteria is identified to the fund.

All income has been classified as unrestricted funds as no restrictions are placed on income by the Charity's donors.

1.5 Unrestricted funds

Unrestricted funds are grants, donations and other income received or generated for the objects of the charity without further specified purpose and are available as general funds

1.6 Liabilities

Liabilities are recognised where a legal obligation to transfer economic benefit exists.

HEXTABLE VILLAGE PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020

2. STAFF COSTS

The average number of employees during the period was 12 (2019 – 9).

	2020	2019
	£	£
Gross salaries	90,363	78,423
Pension costs	1,080	644
Temporary staff	164	2,310

3. TRUSTEE REMUNERATION AND EXPENSES

No remuneration was paid to the trustees during the period, small charitable expenses incurred were reimbursed as follows:

	2020	2019
	£	£
L Groves	-	176
A Baker	-	41
E Kolacka	-	20
L Williams	-	94

4. CREDITORS: Amounts falling due within one year

	2020	2019
	£	£
Pension costs	92	84
Tax and social security	544	352
Accruals	<u>822</u>	<u>937</u>
	<u>1,458</u>	<u>1,373</u>

HEXTABLE VILLAGE PRE-SCHOOL
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST DECEMBER 2020

	2020	2019
	£	£
INCOME		
Fees received	19,570	20,890
Kent County Council	106,307	91,823
Grants and electricity recharged	1,688	1,300
Other	1,734	1,176
Interest received	13	29
Fundraising and donations	803	2,625
	<hr/>	<hr/>
TOTAL INCOME	130,115	117,843
	<hr/>	<hr/>
EXPENDITURE		
Food and equipment	3,298	3,427
Wages	90,363	78,423
Temporary staff	164	2,310
Pension costs	1,080	644
Rent and rates	10,836	11,686
Light and heat	3,270	3,279
Repairs and refurbishment	2,832	1,023
Cleaning	3,113	3,467
Printing, postage, stationery	161	170
Training	1,409	364
Insurance	1,915	1,498
Telephone	393	376
Subscriptions	305	381
Sundry expenses	328	86
Fundraising costs	110	59
Bank charges	81	105
HR services	1,036	756
Payroll expenses	673	718
Accountancy fees	780	780
	<hr/>	<hr/>
TOTAL EXPENDITURE	122,147	109,552
	<hr/>	<hr/>
SURPLUS FOR THE FINANCIAL YEAR	7,968	8,291
	<hr/>	<hr/>