

REGISTERED COMPANY NUMBER: 5022458 (England and Wales)
REGISTERED CHARITY NUMBER:

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 August 2023
for
Brenchley Pre-School Limited

McCabe Ford Williams
Bank Chambers
61 High Street
Cranbrook
Kent
TN17 3EG

Contents of the Financial Statements
for the Year Ended 31 August 2023

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 August 2023. 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Memorandum and Articles of Association sets out the charitable objectives for which Brenchley Pre-School Limited is established. The charity's objectives are the education and care of pre-school age children.

Significant activities

Brenchley Pre-School is run by a Committee elected at the annual general meeting. Its objectives are the education and care of pre-school age children between the ages of 2 and 4. The Nursery Class for 2-3 year olds and the Lions Class for 3-4 year olds.

Fourteen staff were employed during the year: Thirteen qualified practitioners and a bookkeeper.

Parents, staff and Committee Members organise fundraising events to augment fee income and KCC funding.

Public benefit

The Trustees have complied with the duty in section 4 of the Charities Act 2006 to have regard to the public benefit guidance published by the Charity Commission.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The financial activities of the Pre-School are set out in the attached statement of financial activities. The Pre-School has an operating surplus for the year of £5,173 (2022: £21,518).

FINANCIAL REVIEW

Reserves policy

The charity has a reserves policy whereby sufficient funds are retained to meet any redundancy obligations if the Pre-School has to close. Should the funds be insufficient to cover the redundancies the sale of equipment could be used to offset this amount. The Trustees are committed to returning the reserves back to a healthy surplus. At 31 August 2023, accumulated reserves totalled £76,822 (2022: £71,649).

The improvement in the financial position has primarily been driven by increase in the rates for private fees and the introduction of Breakfast and Twilight (after school) club, in September 2019.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The pre-school is governed by the Pre-School Learning Alliance Memorandum and Articles of Association for Pre-Schools 2012 (Companies Acts 2006).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

The Committee Members are elected at the annual general meeting and are parents of children at the pre-school or people with local involvement.

The following members have acted on the Committee during the year ended 31 August 2023:

Company Directors & Trustees

Victoria Relle	Trustee and Chairman	Appointed 15 October 2013
Sarah Cox	Trustee and Treasurer	Resigned 31 July 2021
Clare Edler	Trustee and Treasurer	Appointed 1 August 2021
Sian Scovell	Trustee	Appointed 18 November 2013

Other Committee Members are:

Kelly Harper (Trustee)	Anna Fowler
Julia Lewer (Trustee)	Mercy Lowe

Organisational structure

The Committee is split into the Management Committee consisting of Chair, Treasurer and Manager (all Directors/Trustees). All other Committee Members belong to the Fundraising (PTA) Committee.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

5022458 (England and Wales)

Registered Charity number

Registered office

Brenchley Road
Brenchley
Tonbridge
Kent
TN12 7NY

Trustees

Mrs V Relle
Mrs S Scovell
Mrs C Edler
Mrs K Harper
Mrs K Snell (resigned 13.10.22)
Mrs J Lewer (appointed 13.10.22)

Company Secretary

Mrs V Relle

Brenchley Pre-School Limited

Report of the Trustees
for the Year Ended 31 August 2023

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

McCabe Ford Williams
Bank Chambers
61 High Street
Cranbrook
Kent
TN17 3EG

Solicitors

Warners Solicitors
16 South Park
Sevenoaks
Kent
TN13 1AN

Bankers

Santander UK plc
Bridle Road
Bootle
Merseyside
L30 4GB

Approved by order of the board of trustees on 19 October 2023 and signed on its behalf by:

Mrs V Relle - Trustee

Independent examiner's report to the trustees of Brenchley Pre-School Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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 accounts to be reached.

DNA Boobyer

McCabe Ford Williams
Bank Chambers
61 High Street
Cranbrook
Kent
TN17 3EG

Date:October 2023

Brenchley Pre-School Limited

Statement of Financial Activities
for the Year Ended 31 August 2023

	Notes	31.8.23 Unrestricted fund £	31.8.22 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		63	1,264
Charitable activities			
Pre-School Provision			
		217,065	204,395
Other trading activities	2	4,301	6,157
Investment income	3	6	2
Other income		-	8,924
Total		<u>221,435</u>	<u>220,742</u>
EXPENDITURE ON			
Raising funds		829	1,743
Charitable activities			
Pre-School Provision			
		215,432	197,481
Total		<u>216,261</u>	<u>199,224</u>
NET INCOME		5,174	21,518
RECONCILIATION OF FUNDS			
Total funds brought forward		71,649	50,131
TOTAL FUNDS CARRIED FORWARD		<u><u>76,823</u></u>	<u><u>71,649</u></u>

The notes form part of these financial statements

Brenchley Pre-School Limited

Balance Sheet
31 August 2023

		31.8.23 Unrestricted fund £	31.8.22 Total funds £
FIXED ASSETS	Notes		
Tangible assets	8	13,630	12,169
CURRENT ASSETS			
Stocks	9	1,452	795
Debtors	10	3,688	2,202
Cash at bank		60,505	60,334
		<hr/>	<hr/>
		65,645	63,331
CREDITORS			
Amounts falling due within one year	11	(2,452)	(3,851)
		<hr/>	<hr/>
NET CURRENT ASSETS		63,193	59,480
		<hr/>	<hr/>
TOTAL ASSETS LESS CURRENT LIABILITIES		76,823	71,649
		<hr/>	<hr/>
NET ASSETS		76,823	71,649
		<hr/>	<hr/>
FUNDS	12		
Unrestricted funds		76,823	71,649
		<hr/>	<hr/>
TOTAL FUNDS		76,823	71,649
		<hr/>	<hr/>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 August 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

Brenchley Pre-School Limited

Balance Sheet - continued
31 August 2023

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 19 October 2023 and were signed on its behalf by:

V Relle - Trustee

C Edler - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. 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. Grant income received relating to periods after the year end is treated as deferred income.

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.

Improvements to property	- 20% on cost
Fixtures and fittings	- 20% on cost

Assets held on incorporation have been valued at their estimated depreciated market value at that time. All additions are valued at historical cost. The charity capitalises items of equipment which are expected to be of continuing use and which cost more than £100.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation 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.

Notes to the Financial Statements - continued
for the Year Ended 31 August 2023

1. ACCOUNTING POLICIES - continued

Fund accounting

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

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Going concern

The charity has recorded a surplus for the past 3 years after recording a deficit in 2019. The surplus has arisen from an increase in private fees and increased pre-school numbers from extending the provision to wrap-around care and opening up for 2 year olds to have full day care. This has generated additional income and allowed for additional staff numbers to be employed and has resulted in an increase in associated costs. Therefore, the accounts have been prepared on a going concern basis.

Covid Grant Income

The company has furloughed staff during the Covid-19 pandemic and made claims for government furlough grants. The grants are recognised on an accruals basis, matched in the period against the staff costs that they relate to, and recorded as grant income in the accounts.

The company has received a discretionary Covid grant from Tunbridge Wells Borough Council during the previous year.

2. OTHER TRADING ACTIVITIES

	31.8.23	31.8.22
	£	£
Fundraising events	3,040	5,221
Uniform Sales	1,261	936
	<u>4,301</u>	<u>6,157</u>

3. INVESTMENT INCOME

	31.8.23	31.8.22
	£	£
Deposit account interest	<u>6</u>	<u>2</u>

Notes to the Financial Statements - continued
for the Year Ended 31 August 2023

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.8.23	31.8.22
	£	£
Depreciation - owned assets	3,153	1,099
	<u> </u>	<u> </u>

5. TRUSTEES' REMUNERATION AND BENEFITS

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any Committee Members or to any person or persons known to be connected to them aside from as noted below.

Following the adoption of the Pre-School Learning Allowance 2012 Memorandum & Articles of Association, which now allows members of staff to become Trustees/Directors, Mrs S Scovell was appointed as a Trustee and Director on 18 November 2013. As included in Note 6, Mrs Scovell was paid remuneration for her role in the Pre-school but received no remuneration in her capacity as Trustee/Director.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2023 nor for the year ended 31 August 2022.

Committee Members have been reimbursed for expenses incurred in pursuance of the Charity's activities.

6. STAFF COSTS

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

	31.8.23	31.8.22
Qualified Pre-School Staff	13	12
Administrator	1	1
	<u> </u>	<u> </u>
	14	13
	<u> </u>	<u> </u>

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

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	1,264
Charitable activities	
Pre-School Provision	204,395
Other trading activities	6,157
Investment income	2
Other income	8,924
Total	<u>220,742</u>
EXPENDITURE ON	
Raising funds	1,743
Charitable activities	
Pre-School Provision	197,481
Total	<u>199,224</u>
NET INCOME	21,518
RECONCILIATION OF FUNDS	
Total funds brought forward	50,131
TOTAL FUNDS CARRIED FORWARD	<u><u>71,649</u></u>

Notes to the Financial Statements - continued
for the Year Ended 31 August 2023

8. TANGIBLE FIXED ASSETS

	Improvements to property £	Fixtures and fittings £	Totals £
COST			
At 1 September 2022	64,354	21,069	85,423
Additions	2,776	1,838	4,614
	<hr/>	<hr/>	<hr/>
At 31 August 2023	67,130	22,907	90,037
	<hr/>	<hr/>	<hr/>
DEPRECIATION			
At 1 September 2022	52,825	20,429	73,254
Charge for year	2,605	548	3,153
	<hr/>	<hr/>	<hr/>
At 31 August 2023	55,430	20,977	76,407
	<hr/>	<hr/>	<hr/>
NET BOOK VALUE			
At 31 August 2023	11,700	1,930	13,630
	<hr/>	<hr/>	<hr/>
At 31 August 2022	11,529	640	12,169
	<hr/>	<hr/>	<hr/>

9. STOCKS

	31.8.23	31.8.22
	£	£
Stocks	1,452	795
	<hr/>	<hr/>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.23	31.8.22
	£	£
Prepayments	3,688	2,202
	<hr/>	<hr/>

Notes to the Financial Statements - continued
for the Year Ended 31 August 2023

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.23 £	31.8.22 £
Social security and other taxes	1,602	2,920
Accruals and deferred income	850	931
	<u>2,452</u>	<u>3,851</u>

12. MOVEMENT IN FUNDS

	At 1.9.22 £	Net movement in funds £	At 31.8.23 £
Unrestricted funds			
General fund	71,649	5,174	76,823
	<u>71,649</u>	<u>5,174</u>	<u>76,823</u>
TOTAL FUNDS	<u>71,649</u>	<u>5,174</u>	<u>76,823</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	221,435	(216,261)	5,174
	<u>221,435</u>	<u>(216,261)</u>	<u>5,174</u>
TOTAL FUNDS	<u>221,435</u>	<u>(216,261)</u>	<u>5,174</u>

Comparatives for movement in funds

	At 1.9.21 £	Net movement in funds £	At 31.8.22 £
Unrestricted funds			
General fund	50,131	21,518	71,649
	<u>50,131</u>	<u>21,518</u>	<u>71,649</u>
TOTAL FUNDS	<u>50,131</u>	<u>21,518</u>	<u>71,649</u>

Notes to the Financial Statements - continued
for the Year Ended 31 August 2023

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	220,742	(199,224)	21,518
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>220,742</u>	<u>(199,224)</u>	<u>21,518</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.9.21 £	Net movement in funds £	At 31.8.23 £
Unrestricted funds			
General fund	50,131	26,692	76,823
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>50,131</u>	<u>26,692</u>	<u>76,823</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	442,177	(415,485)	26,692
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>442,177</u>	<u>(415,485)</u>	<u>26,692</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2023.

14. ULTIMATE CONTROLLING PARTY

The company is controlled by its Trustees. There is no ultimate controlling party.

15. LIMITED LIABILITY

The company is Limited by Guarantee. The company has no share capital and the liability of the members is limited. In the event of the company being wound up the liability for each member shall not exceed £1.

Brenchley Pre-School Limited

Detailed Statement of Financial Activities
for the Year Ended 31 August 2023

	31.8.23 £	31.8.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	63	1,264
Other trading activities		
Fundraising events	3,040	5,221
Uniform Sales	1,261	936
	<hr/>	<hr/>
	4,301	6,157
Investment income		
Deposit account interest	6	2
Charitable activities		
Pre-School Fees	96,203	88,944
Grants	120,862	115,451
	<hr/>	<hr/>
	217,065	204,395
Other income		
Discretionary Covid Grant	-	8,924
	<hr/>	<hr/>
Total incoming resources	221,435	220,742
EXPENDITURE		
Other trading activities		
Fundraising costs	23	83
Uniform costs	806	1,660
	<hr/>	<hr/>
	829	1,743
Charitable activities		
Wages	164,853	153,289
Social security	6,228	5,626
Pensions	2,934	2,792
Postage, Photocopier & stationery	12,903	12,535
Staff training	735	894
Rent & services	10,925	10,925
Educational Aids & Equipment	5,978	4,547
Pre-School Snacks	2,377	1,856
Insurance/PLA	1,473	1,425
Carried forward	208,406	193,889

This page does not form part of the statutory financial statements

Brenchley Pre-School Limited

Detailed Statement of Financial Activities
for the Year Ended 31 August 2023

	31.8.23 £	31.8.22 £
Charitable activities		
Brought forward	208,406	193,889
Repairs & maintenance	519	383
Rates	1,725	1,207
Short leasehold	2,605	824
Fixtures and fittings	548	275
	<hr/>	<hr/>
	213,803	196,578
 Support costs		
Governance costs		
Accountancy fees	850	820
Legal fees	779	83
	<hr/>	<hr/>
	1,629	903
	<hr/>	<hr/>
Total resources expended	216,261	199,224
	<hr/>	<hr/>
Net income	5,174	21,518
	<hr/> <hr/>	<hr/> <hr/>

This page does not form part of the statutory financial statements