

Intake Pre-school
(Charity Number 1107400)
(Company Ltd by Guarantee Number 05235498)

Financial Statements
for the year ended 31 August 2020

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Intake Pre-school

Legal and administrative information

Trustees

Andy Eames (resigned 17 April 2020)
Rebecca Horabine
Carli Murten (appointed 14 October 2019)
Jessica Rafferty (appointed 12 October 2020)
Marie-Claire Warren (appointed 14 October 2019
resigned 13 July 2020)
Daniel White

Registered Office

Intake Pre-School
Sharrard Drive
Sheffield
S12 2FB

Company number

05235498

Registered Charity number

1107400

Independent Examiner

Craig Williamson
White Rose Accounting for Charities
The Ghyll
Threapland
Aspatria
CA7 2EL

Bank

Unity Trust Bank
Nine Brindleyplace
Birmingham
B1 2HB

Intake Pre-school

Trustees' report

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report and financial statements for the year ended 31 August 2020.

Structure, governance and management

The Charity is operated under the rules of its Memorandum and Articles of Association.

It is a private company limited by guarantee and was incorporated on 20 September 2004. It is also a charity, and was registered 22 December 2004.

Overall management is the responsibility of the trustees who are elected and co-opted under the terms of the memorandum and articles. Day to day project activity is managed and carried out by paid staff.

New trustees are appointed by majority decision of the board. In doing so, the board seeks to ensure that an appropriate level of parent representation on the board is maintained.

Objectives and activities

These are to enhance the development and education of children under statutory school age by:

- offering appropriate play, education and care facilities
- encouraging the study of the needs of such children, and
- instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance

The company provides sessional care in accordance with Ofsted regulations, delivered under the direction of qualified and experienced staff.

In setting out the basic ground rules for admissions and activities, the directors have had regard to the Charity Commission's guidance on Public Benefit.

Achievements and performance

In common with many other organisations, 2020 was a challenging year. The school was closed on 20 March 2020 following restrictions introduced by Government in response to the Covid-19 pandemic, although we were able to remain open in June 2020. The financial support provided by the Government and Local Authority meant that the financial impact of this was not significant. The preschool is now operating at full capacity again, with many sessions for the upcoming academic year already fully booked.

Intake Pre-school

Trustees' report

Financial review

During the year, the charity generated net incoming resources of £24,453 (2019: £192,914). Total funds carried forward were £351,611 (2019: £327,158).

Reserves policy

The directors have decided that reserves should be developed and maintained at a level which ensures that the company's core activity could continue during a period of unforeseen difficulty, and that a proportion of the reserves should be in a ready realisable form.

Trustees responsibilities for the financial statements

Company and charity law requires the trustees to prepare financial statements for each financial period which show the state of affairs of the charity and of net income or expenditure of the charity for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP FRS (102);
- make judgements and estimates that are reasonable and prudent.
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.
- state whether applicable accounting standards of recommended practice have been followed subject to any departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustees to prepare financial statements. The Trustees are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud and other irregularities.

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

This report was approved by the Trustees on 5 July 2021 and is signed on their behalf by:

Daniel White
Chairman

Intake Pre-school

Independent Examiner's report on the Accounts of Intake Pre-school for the year ended 31 August 2020

I report on the accounts of the company for the year ended 31 August 2020, which are set out on pages 6 to 9.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, 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 Charity Commission under section 145 (5)(b) of the 2011 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:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

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

Signed: _____

Craig Williamson
White Rose Accounting for Charities
The Ghyll
Threapland
Aspatia
CA7 2EL

Date:

Intake Pre-school
Statement of Financial Activities
(incorporating Income & Expenditure account)
for the year ended 31 August 2020

	Notes	Restricted Funds £	Unrestricted Funds £	Total 2020 £	Total 2019 £
Incoming resources					
Grants	3	-	192,371	192,371	367,052
Fees and other funding		-	36,468	36,468	17,024
Other income		-	16,883	16,883	9,142
Total Incoming resources		<u>-</u>	<u>245,723</u>	<u>245,723</u>	<u>393,218</u>
Resources expended					
Wages		-	164,821	164,821	145,765
Premises costs		-	12,023	12,023	14,698
Resources		-	8,277	8,277	9,436
Insurance		-	3,815	3,815	1,548
Training		-	1,187	1,187	2,030
School uniforms		-	519	519	210
School trip		-	-	-	320
Bank charges		-	497	497	415
Registration & membership fees		-	35	35	35
Accountancy		-	110	110	100
Professional fees		-	3,669	3,669	1,526
Loan interest		-	7,438	7,438	7,438
Depreciation		10,900	4,879	15,779	15,707
Other expenditure		-	3,101	3,101	1,075
Total resources expended		<u>10,900</u>	<u>210,370</u>	<u>221,270</u>	<u>200,303</u>
Net (outgoing)/incoming resources		(10,900)	35,353	24,453	192,915
Total funds brought forward		246,600	80,558	327,158	134,243
Total funds carried forward		<u>235,700</u>	<u>115,911</u>	<u>351,611</u>	<u>327,158</u>

Intake Pre-school
Balance Sheet as at 31 August 2020

		2020	2019
	Notes	£	£
Fixed Assets	5	347,989	363,768
Current assets			
Balance at bank		113,111	79,962
Total current assets		<u>113,111</u>	<u>79,962</u>
Creditors: amounts falling due within one year	2	<u>(76,865)</u>	<u>(70,055)</u>
Net current assets/(liabilities)		36,246	9,907
Total assets less current liabilities		384,235	373,675
Creditors: amounts falling due after more than one year	2	<u>(32,624)</u>	<u>(46,517)</u>
Total net assets		<u>351,611</u>	<u>327,158</u>
Represented By			
Funds			
Unrestricted funds	6	115,911	80,558
Restricted funds		235,700	246,600
		<u>351,611</u>	<u>327,158</u>

For the year ending 31 August 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's responsibilities;

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

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

The financial statements are approved by the Board on 5 July 2021 and signed on its behalf by:

Daniel White
Chair

Intake Pre-school
Notes to the financial statements
for the year ended 31 August 2020

1 Accounting Policies

(a) Basis of preparation

The financial statements have been 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) and the Companies Act (2006)

The Charity meets the definition of a public benefit entity as defined under FRS102.

(b) Donations and fund accounting

Donations received for the general purposes of the charity are included as unrestricted funds

(c) Resources expended

Expenditure is included on an accruals basis.

(d) Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

(e) Restricted funds are to be used for specific purposes as laid down by the donor.

(f) Fixed assets

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses.

Depreciation is calculated to write down the cost less estimated residual value of all tangible fixed assets, other than freehold land, over their expected useful lives, using the straight-line method. The rates applicable are:

Land and buildings - 10-25 years

2 Creditors; amounts falling due within one year

These are expenses that have been incurred but have not been billed or paid for during the accounting period. They are in respect of:

	2020 £	2019 £
Loans payable	16,422	16,422
Trade payables	18,001	18,589
Deferred income	42,332	39,944
Accruals	110	100
	<u>76,865</u>	<u>75,055</u>

Creditors: amounts falling due in more than one year

	2020 £	2019 £
Loans payable	32,624	46,517
	<u>32,624</u>	<u>46,517</u>

Amounts shown under loans payable are secured by a charge over the charity's land and buildings

3 Grants

	2020 £	2019 £
Unrestricted:		
Sheffield City Council- Nursery Education Grant	182,371	154,052
Sheffield City Council - Coronavirus	10,000	-
Restricted:		
Department for Education	-	213,000
	<u>192,371</u>	<u>367,052</u>

Movement in restricted funds	Brought Forward	Incoming resources	Resources expended	At as 31 August 2020
Department for Education	204,480	-	(8,520)	195,960
South Yorkshire Key Fund	33,120	-	(1,380)	31,740
Awards for All	9,000	-	(1,000)	8,000
	<u>246,600</u>	<u>-</u>	<u>(10,900)</u>	<u>235,700</u>

South Yorkshire Key Fund and Department for Education represents funding towards the construction of new premises for the pre-school.

Awards for All represents funding for new outdoor play equipment

Intake Pre-school
Notes to the financial statements
for the year ended 31 August 2020

4 Staff numbers and costs:-

	2020	2019
	£	£
Wages and salaries	156,685	137,720
Social security costs	4,079	6,214
Pensions	4,057	1,831
	<u>164,821</u>	<u>145,765</u>

The average number of monthly employees was 19 (2019: 17)
 No employees received emoluments in excess of £60,000 per year.

During the year trustees Carli Murten (£11,371) and Rebecca Horrabine (£7,768) received remuneration as employees of the preschool.

No trustees received reimbursement of out-of-pocket expenses.

5 Tangible Fixed Assets

	Land and buildings	Total
	£	£
Cost		
As at 1 September 2019	379,475	379,475
Additions	-	-
Transfers	-	-
As at 31 August 2020	<u>379,475</u>	<u>379,475</u>
Accumulated depreciation		
As at 1 September 2019	15,707	15,707
Charge for the year	15,779	15,779
As at 31 August 2020	<u>31,486</u>	<u>31,486</u>
As at 1 September 2019	<u>363,768</u>	<u>363,768</u>
As at 31 August 2020	<u>347,989</u>	<u>347,989</u>

6 Analysis of net assets between funds

Fund balances at 31 August 2020
 were represented by:

	Unrestricted	Restricted	Total
Tangible fixed assets	112,289	235,700	347,989
Current assets	113,111	-	113,111
Creditors due within one year	(76,865)	-	(76,865)
Creditors due after more than one year	(32,624)	-	(32,624)
Total net assets	<u><u>115,911</u></u>	<u><u>235,700</u></u>	<u><u>351,611</u></u>

Intake Pre-school
Notes to the financial statements
for the year ended 31 August 2020

7 Deferred income

	2020
	£
Amounts brought forward	34,944
Amounts deferred during the year	42,332
Amounts released to income	(34,944)
Deferred income carried forward	<u>42,332</u>

Deferred income relates to Department For Education funding received during August 2020 which related to the following academic year.

8 Related party transactions

There have been no related party transactions in the reporting period that require disclosure

