

**Charity Registration No. 1108713**

**Company Registration No. 04061057 (England and Wales)**

**BRENTY AND HENBURY CHILDRENS CENTRE LIMITED**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

# BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

## CONTENTS

---

	Page
Trustees' report	1 - 5
Statement of Trustees' responsibilities	6
Independent auditor's report	7 - 10
Statement of financial activities	11
Balance sheet	12
Statement of cash flows	16
Notes to the financial statements	13 - 26

---

# **BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**

**FOR THE YEAR ENDED 31 MARCH 2021**

---

The Trustees of Brentry and Henbury Childrens Centre have the pleasure of presenting their report and financial statements for the year ended 31 March 2021.

### **Objectives and activities**

Brentry and Henbury Children's Centre remains a much respected provider of Early Years child care, family support and education for 0-5 year olds and community groups within the local area and the city of Bristol. The centre is a popular and busy place with a happy team of staff headed by a well-trained, active and successful leadership team. Our overall objective is to support the communities within which we serve by supporting families and thereby improving the outcomes of children.

### **Purposes and Aims**

The aim and purpose of our charity is to provide family support to families with children under five years old, by supporting these families in many aspects of their lives including health, education, parental support and training. Also by providing early education and childcare for children aged 6 months to 5 years.

The centre has a strong commitment to equal opportunities for all. It is the philosophy of the Children's Centre that all children regardless of ability, disability, race, religion or culture are welcome to come to our centre to play, learn and develop alongside their peers in a stimulating and safe environment.

### **Who benefits from our services and the restrictions we have in offering these services?**

Brentry and Henbury Children's Centre remains a charity with its primary focus on the north Bristol communities of Brentry and Henbury; however in recent years we have expanded our focus to include other deprived areas in the wider north Bristol area and also to focus on particular communities of interest such as families affected by parental imprisonment.

Our focus is still to work with families with children under 5 years in areas of socio-economic deprivation particularly where there is a need for community focused services.

The Brentry centre is open from 8am-5:30pm Monday to Friday, all year round, with Henbury Court Children's Centre shutting slightly earlier.

Our remit and target of service users is restrictive in age and area as part of the restrictions on the funding we receive via Bristol City Council.

Brentry and Henbury Children's Centre excel in having excellent signposting to other services in the geographical areas of Bristol we do not cover. In addition we have a strong commitment to work in partnership with agencies to ensure our families get the best service available.

### **Ensuring our work delivers our aims**

Every group and service delivered in the centre is continually evaluated to ensure quality and appropriateness. This constant evaluation allows us to improve and update the services and groups we offer to cater for the changing needs of the families and local community to ensure the aims and objectives are met. Due to rising number of vulnerable families and falling funding our services now reflect the need for targeted work, reaching the most vulnerable in our community.

The Trustees have referred to the guidance on public benefit, as written by the Charity Commission when reviewing these aims and objectives and in planning our future activities.

# **BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021**

---

### **Services Offered at Brentry and Henbury Children's Centre**

BHCC directly runs two Children's Centres, both of which offers high quality early education and childcare as well as a range of Family Support services.

#### **Early Education and Childcare**

Brentry and Henbury Children's Centres offer an integrated and safe environment for children to be cared for while parents work, attend training or simply have time for themselves. This is offered from 6 months to when children are ready to move on to formal education in primary schools. Our Brentry centre is one of the largest childcare settings in North Bristol offering full time childcare across the ages. Henbury Court Children's Centre is a smaller setting focussing on providing high quality Eligible 2 year old places. Our childcare places are open to all however our admission policy prioritises children living locally, children with SEND (Special, Educational, Needs and Disabilities) or who have Safeguarding needs.

#### **Family Support**

BHCC aim to provide a 'one stop shop' for families with children under 5 years. We deliver a wide range of services to support and tackle the most common concerns of our families. Our services include; Stay and Play, Antenatal and Postnatal support, Domestic Abuse support, Baby Clinic, Baby groups, Breastfeeding Drop-In, Family First Aid, evidenced based parenting courses and one to one support. In addition, we facilitate other organisations delivering out of our centre where they are better placed to work with families. Examples of this are: Watkins Solicitors, Northern Arc, Learning Communities and Health Visitors.

### **Achievements in 2020-2021**

We have successfully managed the charity through a year full of forever changing Government regulations and guidance. During which we have tried to ensure the safety and support for all the children, families and staff which use the centre. We are immensely proud of the way in which everyone has had to adapt and that we could continue to offer support to those that needed it the most.

We have continued to ensure that we achieved financial sustainability whilst upholding the quality of services that we offer during the most challenging year due to COVID. Funding remains a challenge and we had to make some difficult decisions to reduce expenditure whilst trying to further diversify the sources of income where possible. During this financial year we utilised the Staff retention Scheme and during the spring and summer of 2020 we had to Furlough 42 staff members.

We have maintained the contract for Bristol's CAPO (Supporting families affected by parental imprisonment and offending) work for another year with Bristol City Council. Due to COVID restricting access to Prisons we adapted the priorities of the work and have extended the support for CAPO champions in other settings and distributed various information so that families across Bristol can easily access support in their community.

This year we saw an increase in families experiencing poverty and this resulted in the creation of a petition to ask for free meals for vulnerable under 5's, which was recognised by several famous people. Although we were not able to get the petition to the House of Commons, we were able to fundraise and gain grants to offer families who attend the centre, free hot meals to those experiencing food poverty. We also prepared 185 free packed lunches during October half term for any child in our community that needed it. Alongside the free meal campaign, we created a clothes Bank and we will continue to develop this over the next year. We have received referrals from partners in education, health and social care.

We have successfully recruited a Communication and Fundraising Officer to provide more financial stability. We have already submitted grant applications and have developed information on our Social media and website.

# **BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 31 MARCH 2021**

---

### **Future Plans**

We are hoping and looking forward to a year where our services can return to normal and that we can have more face to face contact with our service users.

This year more than ever we are making one of our main aims to become more financially sustainable. We have and will continue to apply for grants to support the vital work that we do. We are also looking at other ways in which we can increase our income including renting out rooms and increasing our saleable services.

BHCC continues to hold the contract from the North Children's Centre Hub for Children's Centre Family Support services for Brentry and Henbury. We aim to deliver on all aspects of the Service Level Agreement at a high standard and will show the impact of outcomes for children and families. In the next year we are planning to deliver services within the community to gain easier access to our families whilst building relationships with other agencies.

### **Improvement Areas**

As part of our commitment to continually developing and seeking improvements in our provision we undertake an annual self-evaluation process. As a staff team we identify areas for development within a 'Improvement plan'. Some of our areas of development this year include:

- Expand Family Support Services to include new provisions for Mental Health, First Aid and young parents.
- Continue to develop Specialist Prison Work within the South-West
- Increase and create paid services and room hire by 15%
- Develop and implement a program of soft marketing

### **Financial Review**

Whilst the charity has been financially stable in the short term from lockdown measures, the main issue we face is the occupancy numbers expected for September. We have seen a dip in the number of children signed up in comparison to previous years.

To tackle this, the trustees have decided to review the daycare deposit policy and the invoice process. We understand that families are facing unprecedented uncertainties and therefore we need to act to reassure them, whilst ensuring that we continue to be paid for our services.

### **Reserves**

Wherever possible, it is our aim to raise and maintain reserves equating to 3 months running costs (£359,000) plus the cost of making the whole staff team redundant (which is in the region of £127,000) totalling £486,000. The Trustees consider that this level will ensure that, in the event of a funding shortfall, they will be able to continue the charity's current projects and activities until new plans can be implemented. The actual level of these free reserves of £342,790 (2020 £359,712) falls short of this level however it remains our aim to replenish reserves.

# **BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2021**

---

### **Risk Management**

The Trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to manage exposure to the major risks. The key financial risk to the charity is that funding streams are reduced resulting in services that are offered having to be cut. Regular communication with our funding provider is also key in this area so that any issues are identified as early as possible.

The health and safety of the children and their families is a key risk to the centre from an operational perspective. Health and safety reviews are conducted on a regular basis and procedures must be followed by all staff. The Trustees are confident that these procedures are comprehensive and that they mitigate the risk of any issues arising in this area.

The COVID-19 virus during this financial period has created new risks that are being closely monitored and managed. Plans were put in place to mitigate these risks and everything had been done for our services to continue for the foreseeable future.

### **Structure, governance and management**

Brenty and Henbury Children's Centre is governed by the Board of Trustees. BHCC feels it's very important that the Trustees are made up of parents and carers of the children attending the centre, local service users and members of the local community, and those with professional experience in early years. The Trustees are appointed at the Annual General Meeting.

The Trustees are responsible for the overall decision making in the organisation, they control the budgets and agree appropriate expenditure. They are responsible to the funding providers and must ensure that the core offer and any other restrictions set out, from these providers are being achieved by the staff team.

Roxane Twining holds the position of Director for the organisation heading up a team of specialists to run the organisation.

### **Compliance with Legal Requirements**

The Board of Trustees confirms that the annual report and financial statements of the charity comply with current statutory requirements including applicable charity law, the requirements of the charity's governing document and the provisions of the Financial Reporting Standard applicable in the UK and Republic of Ireland: FRS 102 (effective January 2015) and Charities SORP (FRS 102).

The charity may by Ordinary Resolution in General Meeting appoint any person who is willing to act to be a Trustee, either to fill a vacancy or as an additional Trustee. Trustees are recruited personally by existing members for their knowledge, experience of and interest in the charity's work.

The Board of Trustees is responsible for setting and overseeing the overall direction, policies and finances of the charity.

# BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### Trustees

The Trustees (who are directors for the purpose of company law) who served during the year were as follows:

Erik Montgomery	Chairperson 17/09/19
Stephanie Pritchett	Reappointed 20/09/20
Amy Bodey	Reappointed 20/09/20
Jane Duffy	Resigned 21/05/21
Roxane Twining	Appointed 22/05/19
Andrew Bell	Appointed 20/03/19
Amanda Edgell	Resigned 08/10/20
Marta Fernandez Aneas	Appointed 22/05/19
Rebecca Lloyd	Reappointed 20/09/20
Amjad Mehdi	Appointed 22/05/19
David Pintor	Appointed 16/12/20

### Senior Leadership Team

Roxane Twining	Director
Kerri Matthews	Part-time Family Support Leader
Anna Jenkins	Part-time Family Support Leader
Rosie McCallum-Faraday	Early Education Leader
Victoria Trebilcock	Business Manager - Resigned
Chloe Searle	Finance Manager
Nichola Palmer	Daycare Manager
Sam Chinnick	Daycare Manager

None of the Trustees has any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £5 in the event of a winding up.

### Auditor

Azets Audit Services were re-appointed as the charity's auditor during the year and have expressed their willingness to continue in that capacity.

This report and the financial statements have been prepared in accordance with the Companies Act 2006, the charitable Company's Memorandum and Articles of Association and the Statement of Recommended Practice "Accounting and Reporting by Charities".

### Disclosure of information to auditor

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The Trustees' report was approved by the Board of Trustees.

  
E Montgomery

Trustee

Dated: 26/10/21



# **BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

**FOR THE YEAR ENDED 31 MARCH 2021**

---

The Trustees, who are also the directors of Brentry and Henbury Childrens Centre Limited for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material 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 operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

In so far as the Trustees are aware there is no relevant audit information of which the charitable company's auditors are unaware; and the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.



# BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

## INDEPENDENT AUDITOR'S REPORT

### TO THE TRUSTEES OF BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

---

#### Opinion

We have audited the financial statements of Brentry and Henbury Childrens Centre Limited (the 'charity') for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

#### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the Trustees' report has been prepared in accordance with applicable legal requirements.

# BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

---

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the Trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' report and from the requirement to prepare a strategic report.

#### **Responsibilities of Trustees**

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

# BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

---

#### **Extent to which the audit was considered capable of detecting irregularities, including fraud**

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above and on the Financial Reporting Council's website, to detect material misstatements in respect of irregularities, including fraud.

We obtain and update our understanding of the entity, its activities, its control environment, and likely future developments, including in relation to the legal and regulatory framework applicable and how the entity is complying with that framework. Based on this understanding, we identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. This includes consideration of the risk of acts by the entity that were contrary to applicable laws and regulations, including fraud.

In response to the risk of irregularities and non-compliance with laws and regulations, including fraud, we designed procedures which included:

- Enquiry of management and those charged with governance around actual and potential litigation and claims as well as actual, suspected and alleged fraud;
- Reviewing minutes of meetings of those charged with governance;
- Assessing the extent of compliance with the laws and regulations considered to have a direct material effect on the financial statements or the operations of the entity through enquiry and inspection;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management bias and override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for indicators of potential bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

# BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

---

#### Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



**Mark Handscombe (Senior Statutory Auditor)**  
for and on behalf of Azets Audit Services

26/10/21

**Chartered Accountants**  
**Statutory Auditor**

5 Pullman Court  
Great Western Road  
Gloucester  
Gloucestershire  
United Kingdom  
GL1 3ND

# BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
<b>Income from:</b>							
Donations and legacies	3	15,466	-	15,466	9,002	-	9,002
Charitable activities	5	1,077,243	66,091	1,143,334	1,279,395	65,058	1,344,453
Other trading activities	4	61,931	-	61,931	54,142	-	54,142
Investments	6	764	-	764	475	-	475
<b>Total income</b>		<b>1,155,404</b>	<b>66,091</b>	<b>1,221,495</b>	<b>1,343,014</b>	<b>65,058</b>	<b>1,408,072</b>
<b>Expenditure on:</b>							
Raising funds	7	130	-	130	892	-	892
Charitable activities	8	1,176,537	73,254	1,249,791	1,353,511	66,021	1,419,532
<b>Total resources expended</b>		<b>1,176,667</b>	<b>73,254</b>	<b>1,249,921</b>	<b>1,354,403</b>	<b>66,021</b>	<b>1,420,424</b>
<b>Net expenditure for the year/ Net movement in funds</b>		<b>(21,263)</b>	<b>(7,163)</b>	<b>(28,426)</b>	<b>(11,389)</b>	<b>(963)</b>	<b>(12,352)</b>
Fund balances at 1 April 2020		1,338,451	93,311	1,431,762	1,349,840	94,274	1,444,114
<b>Fund balances at 31 March 2021</b>		<b>1,317,188</b>	<b>86,148</b>	<b>1,403,336</b>	<b>1,338,451</b>	<b>93,311</b>	<b>1,431,762</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

## BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	12		1,060,546		1,065,851
<b>Current assets</b>					
Debtors	13	67,859		115,434	
Cash at bank and in hand		511,740		364,165	
		579,599		479,599	
<b>Creditors: amounts falling due within one year</b>	14	(236,809)		(113,688)	
Net current assets			342,790		365,911
<b>Total assets less current liabilities</b>			1,403,336		1,431,762
<b>Income funds</b>					
Restricted funds	16		86,148		93,311
<u>Unrestricted funds</u>					
Designated funds	17	25,736		25,736	
General unrestricted funds		1,291,452		1,312,715	
			1,317,188		1,338,451
			1,403,336		1,431,762

The financial statements were approved by the Trustees on 26/12/21

  
E Montgomery

Trustee

Company Registration No. 04061057

# BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 MARCH 2021**

---

### **1 Accounting policies**

#### **Charity information**

Brenty and Henbury Childrens Centre Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is Brenty Lane, Brenty, Bristol, BS10 6RG, United Kingdom.

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's memorandum and articles of association, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### **1.4 Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.



# BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that activity. Expenditure includes attributable VAT which cannot be recovered.

Where costs cannot be directly attributed, they have been allocated to activities on a basis consistent with the use of the resource. As the charity undertakes one main activity, support costs have been allocated 100% to charitable activities.

Direct costs, including directly attributable salaries, are allocated on an actual basis to the activities.

Overheads and other salaries are allocated between expense headings on the basis of time spent.

Governance costs (now part of support costs) include those costs associated with meeting the constitutional and statutory requirements of the society and include the audit fees and costs linked to the strategic management of the society.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses. All fixed assets costing more than £1,000 are capitalised.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold property	60 years straight line
Leasehold improvements	53 years / 3 years / 5 years
Nursery equipment	3 years / 5 years straight line
Fixtures and fittings	5 years straight line
Computers	3 years straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

# BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 1 Accounting policies

(Continued)

#### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

# BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	21		171,948		71,370
<b>Investing activities</b>					
Purchase of tangible fixed assets		(25,137)		(10,789)	
Interest received		764		475	
<b>Net cash used in investing activities</b>			(24,373)		(10,314)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			147,575		61,056
Cash and cash equivalents at beginning of year			364,165		303,109
<b>Cash and cash equivalents at end of year</b>			511,740		364,165
<b>Relating to:</b>					
Cash at bank and in hand			511,740		364,165

# BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

## STATEMENT OF CASH FLOWS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Donations and legacies

	2021	2020
	£	£
Donations and gifts	15,466	9,002

### 4 Other trading activities

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Trading activity income: other	61,931	54,142

# BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

## STATEMENT OF CASH FLOWS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 5 Charitable activities

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Childcare fees	778,149	-	778,149	1,002,073
Bristol City Children's Centre Revenue	128,628	-	128,628	197,739
Children's Uniforms	300	-	300	1,171
Bristol City Council re-imbursements	34,548	-	34,548	78,412
Special Educational Needs funding	-	66,091	66,091	65,058
Covid 19 support	135,618	-	135,618	-
	<u>1,077,243</u>	<u>66,091</u>	<u>1,143,334</u>	<u>1,344,453</u>

### For the year ended 31 March 2020

Unrestricted funds	1,279,395	-	1,279,395
Restricted funds	-	65,058	65,058
	<u>1,279,395</u>	<u>65,058</u>	<u>1,344,453</u>

### 6 Investments

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Interest receivable	<u>764</u>	<u>475</u>

### 7 Raising funds

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
<u>Fundraising and publicity</u>		
Other fundraising costs	<u>130</u>	<u>892</u>
	<u>130</u>	<u>892</u>

# BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

## STATEMENT OF CASH FLOWS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 8 Charitable activities

	2021 £	2020 £
Staff costs	679,034	832,878
Curriculum costs	-	297
Nursery shared equipment	2,185	2,786
Room equipment and costs	3,701	8,107
Community costs	1,304	4,154
Nappies	302	468
Holiday club	2,110	1,895
Catering costs	162	176
Food	11,107	26,145
	<u>699,905</u>	<u>876,906</u>
Share of support costs (see note 9)	542,086	535,914
Share of governance costs (see note 9)	7,800	6,712
	<u>1,249,791</u>	<u>1,419,532</u>
<b>Analysis by fund</b>		
Unrestricted funds	1,176,537	
Restricted funds	73,254	
	<u>1,249,791</u>	
<b>For the year ended 31 March 2020</b>		
Unrestricted funds		1,353,511
Restricted funds		66,021
		<u>1,419,532</u>

# BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

## STATEMENT OF CASH FLOWS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 9 Support costs

	Support costs	Governance costs	2021	2020	Basis of allocation
	£	£	£	£	
Staff costs	346,908	-	346,908	311,815	estimated usage
Depreciation	30,439	-	30,439	29,142	estimated usage
Bank interest & charges	854	-	854	1,715	estimated usage
Premises costs	42,940	-	42,940	45,873	estimated usage
Admin costs	27,143	-	27,143	32,605	estimated usage
Insurance	4,658	-	4,658	4,724	estimated usage
Cleaning	37,648	-	37,648	32,316	estimated usage
Rates & room hire	24,067	-	24,067	34,881	estimated usage
Sundry	2,809	-	2,809	2,752	estimated usage
Training	1,526	-	1,526	2,917	estimated usage
Bad debt	22,082	-	22,082	33,907	estimated usage
Advertising	893	-	892	1,332	estimated usage
Travel	119	-	119	1,935	estimated usage
Audit and accountancy fees	-	7,800	7,800	6,712	Governance
	<u>542,086</u>	<u>7,800</u>	<u>549,886</u>	<u>542,626</u>	
Analysed between					
Charitable activities	<u>542,086</u>	<u>7,800</u>	<u>549,886</u>	<u>542,626</u>	

Governance costs includes payments to the auditors of £7,800 (2020-£5,400) for audit and accountancy fees.

### 10 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.



# BRENTY AND HENBURY CHILDRENS CENTRE LIMITED

## STATEMENT OF CASH FLOWS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 11 Employees

#### Number of employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Management	6	7
Support	5	5
Direct	39	39
	<u>50</u>	<u>51</u>

#### Employment costs

	2021 £	2020 £
Wages and salaries	940,270	1,058,947
Social security costs	56,860	56,449
Other pension costs	28,812	29,297
	<u>1,025,942</u>	<u>1,144,693</u>

There were no employees whose annual remuneration was £60,000 or more.

# BRENTY AND HENBURY CHILDRENS CENTRE LIMITED

## STATEMENT OF CASH FLOWS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 12 Tangible fixed assets

	Leasehold property £	Leasehold improvements £	Nursery equipment £	Fixtures and fittings £	Computers £	Total £
<b>Cost</b>						
At 1 April 2020	765,768	536,025	18,624	97,422	17,981	1,435,820
Additions	-	13,317	-	2,333	9,487	25,137
At 31 March 2021	765,768	549,342	18,624	99,755	27,468	1,460,957
<b>Depreciation and impairment</b>						
At 1 April 2020	153,535	119,392	18,077	60,988	17,980	369,972
Depreciation charged in the year	12,687	13,615	346	2,819	972	30,439
At 31 March 2021	166,222	133,007	18,423	63,807	18,952	400,411
<b>Carrying amount</b>						
At 31 March 2021	599,546	416,335	201	35,948	8,516	1,060,546
At 31 March 2020	612,233	416,633	548	36,436	1	1,065,851

# BRENTY AND HENBURY CHILDRENS CENTRE LIMITED

## STATEMENT OF CASH FLOWS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 12 Tangible fixed assets

(Continued)

### 13 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Trade debtors	53,709	93,625
Other debtors	-	3,205
Prepayments and accrued income	14,150	18,604
	<u>67,859</u>	<u>115,434</u>

### 14 Creditors: amounts falling due within one year

	Notes	2021 £	2020 £
Other taxation and social security		91,721	13,240
Deferred income	15	1,575	6,626
Trade creditors		68,385	17,105
Other creditors		4,850	4,223
Accruals		70,278	72,494
		<u>236,809</u>	<u>113,688</u>

# BRENTY AND HENBURY CHILDRENS CENTRE LIMITED

## STATEMENT OF CASH FLOWS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 15 Deferred income

		2021 £	2020 £
Other deferred income		1,575	6,626
		<u>1,575</u>	<u>6,626</u>
2021 Deferred income comprises:			
	£		
HH BYCA Funding for Easter 2021	<u>1,575</u>		
Total	1,575		
2020 Deferred income comprises:			
	£		
CAPO Agreement funding	6,001		
HH BYCA Funding for Easter 2020	<u>625</u>		
Total	6,626		

# BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

## STATEMENT OF CASH FLOWS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 16 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2020	Movement in funds		Balance at 31 March 2021
	£	Incoming resources	Resources expended	£
Blossom room EIS	87,111	-	(963)	86,148
SEN/Holiday Hangout funding	-	66,091	(66,091)	-
Burden Trust First aid grant	6,200	-	(6,200)	-
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

#### Special Educational Needs funding

This funding is applied for on a case by case basis. If a child entering the facility has special needs, then funding is applied for to enable one to one care and resources. The funding goes towards the Special Educational Needs Coordinator salary costs and resources in specific areas for these children.

#### Blossom Room EIS

A grant was given by BCC in the year to 31 March 2018, to build an extension to the Blossom room specifically for children with special needs. The extension is being depreciated in the fixed asset register over the remainder of the lease. A corresponding amount is charged annually to the restricted fund.

#### Burden Trust First Aid Grant

A grant of £10,000 was given by the Burden Trust in 2019 to provide first aid training for staff. £3,800 was spent on training during that year, with the remainder of training being carried out in 2020/21.

### 17 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds		Movement in funds		
	Balance at 1 April 2019	Incoming resources	Balance at 1 April 2020	Incoming resources	Balance at 31 March 2021
	£	£	£	£	£
Designated fixed asset fund	25,736	-	25,736	-	25,736
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	25,736	-	25,736	-	25,736
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

# BRENTRY AND HENBURY CHILDRENS CENTRE LIMITED

## STATEMENT OF CASH FLOWS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 18 Analysis of net assets between funds

	General fund	Restricted fund	Total
	£	£	£
Fund balances at 31 March 2021 are represented by:			
Tangible assets	974,398	86,148	1,060,546
Current assets/(liabilities)	342,790	-	342,790
	<u>1,317,188</u>	<u>86,148</u>	<u>1,403,336</u>

### 19 Company limited by guarantee

The company is limited by guarantee and as such has no issued share capital. In the event of the company being wound up, the liability of the company is limited to £5 each.

### 20 Related party transactions

Chris Pritchett, a spouse of a trustee of the charity, is also a partner of Foot Anstey, solicitors who provide legal advice to the charity.

There were no charges from Foot Anstey in the current year.

Amy Bodey, a Trustee of the charity, is also a Director of Social Communications, a social media company who provide re-branding advice and services to the charity.

### 21 Cash generated from operations

	2021 £	2020 £
Deficit for the year	(28,426)	(12,352)
Adjustments for:		
Investment income recognised in statement of financial activities	(764)	(475)
Depreciation and impairment of tangible fixed assets	30,440	29,141
Movements in working capital:		
Decrease in debtors	47,576	1,079
Increase in creditors	128,173	50,021
(Decrease)/increase in deferred income	(5,051)	3,956
<b>Cash generated from operations</b>	<u>171,948</u>	<u>71,370</u>

### 22 Analysis of changes in net funds

The charity had no debt during the year.