

Registered Company No: 05537796

Registered Charity No: 1112175

**The Owl Pre-school
Annual Report and Financial Statements
for the year ended 31 July 2023**

The Owl Pre-school

Information

Registered Charity Number:	1112175
Company Number:	05537796
Registered Office:	The Owl Pre-School Building Packham Road Northfleet Kent DA11 7JF
Independent Examiner:	K Scudder
Secretary:	P Hickmott
Bankers:	Santander and Nationwide
Trustees:	J Gooch (Chair) S Ewing P Hickmott L Gilbert J Haile L Read A Garnett B Reynolds L Flynn (Appointed 4 December 2023)

The Owl Pre-School

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Trustees' Report

For the year ended 31 July 2023

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 July 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) (FRS 102).

The company is registered as a charitable company limited by guarantee and is constituted by memorandum and articles of association incorporated 16 August 2005 as amended by special resolution dated 10 November 2016.

STRUCTURE, GOVERNANCE, OBJECTIVES AND MANAGEMENT

Objectives

The objectives of the charity are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

- Offering appropriate play, education and care 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 whatever their race, culture, religion, means or ability.
- Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs.
- Instigating and adhering to and furthering the aims and objects of the Pre-School Learning Alliance.

Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales 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 of the Charity for that period. 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 accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare 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 proper 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 Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. 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.

Trustees' Report Continued
For the year ended 31 July 2023

Public benefit

In meeting the objectives of the charity The Owl Pre-School fulfils its public benefit requirement by providing the highest quality of care and education for all children and are committed to valuing diversity by providing equality of opportunity and anti-discriminatory practice for all children and their families.

Appointment and Training of Trustees

The trustees who have served during the year are set out above. The trustees are appointed by the members of the company and one third of the trustees retires by rotation each year and may offer themselves for re-election in accordance with the Articles of Association.

The Trustees and directors

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

J Gooch (Chair)	P Hickmott
J Scarff (Resigned 15 December 2022)	J Haile
L Gilbert	S Ewing
A Garnett	L Read
L Flynn (Appointed 4 December 2023)	

Risk Assessment

The trustees have reviewed the risks and are confident that they have all risks covered with actions to minimise risk and exposure to the charity.

ACTIVITIES, ACHIEVEMENTS, PERFORMANCE AND FINANCIAL REVIEW

Review of Developments, Activities and Achievements

The Income and Expenditure Account

Please see the attached. As in previous years we have continued to achieve a fairly sound financial position and have been able to continue to provide the security and quality of service standards, set by the management committee.

Incomes

Our main income is generated by Early Years Funding, a government scheme that provides funding for children aged 2 to 4 years. Some children that attend are not eligible for the funding scheme and pay a sessional fee until they reach the required age to receive the Early Years funding. We carry out large amounts of fundraising to cover any shortfalls and additional resources, consumables etc. We are also seeking donations and grants and this year we received a sizeable donation from the local Rotary Club. This enabled us to replace the climbing frame and slide in our outdoor area.

Trustees Report Continued
For the year ended 31 July 2023

Expenditure

Rent and Buildings

All repairs to the buildings are the responsibility of the Pre-School. Our operating costs such as gas, electricity, water, telephone and internet all have to be covered by the funding we receive.

We own the building, however we lease the land from Kent County Council, and the lease is due for renewal in 2024. We have had to save for this future expenditure. The building is over 25 years old and maintenance is part of our planned expenditure.

The outdoor area is in need of updating, especially the area perimeter fence. We are saving to replace the fencing and make safe other areas of outdoor space. The building window catches all need replacing, so we will continue to fundraise to cover this future expense. We monitor the rising costs of our monthly bills.

Salaries

We currently have 12 members of staff and 1 zero hours contractor.

Materials and Consumable Items

We are always looking to replace and purchase new resources and equipment for the Pre-School. Securing funding from the local Rotary Club enabled us to replace the climbing frame and slide in the outdoor area. This has made a big impact on the physical development of our children.

We budget for our activities and hygiene consumables as well as the children's daily refreshments. We ask the parents for a voluntary contribution towards the costs of the snacks, dough and cooking activities, which has helped to lower costs. We take part in the Fareshare Food Scheme to lower food costs.

CPD for Staff

We are committed to the continuous personal development of our staff and they have attended various training courses throughout the year. All staff attend the statutory First Aid and Safeguarding training.

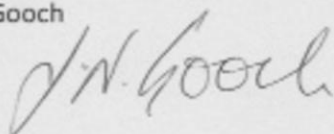
Reserves

Approximately £50,000 is kept in a reserve account as untouchable. This sum of money is reserved for the possibility of staff redundancies and larger repairs and maintenance as the building is over 25 years old. The Charity Commission requires the pre-school to have reserves in the event of closure and redundancy.

We are looking to replace the perimeter fence, upgrade the outdoor area and replace the window catches, therefore in future months we will transfer some of the reserves to fund this expense alongside any fundraising.

Jane Gooch

Chair

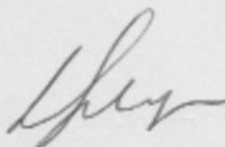


Trustee:

J Gooch

Trustee:

L Flynn



29/4/24

29/4/24

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE OWL PRE-SCHOOL
For the year ended 31 July 2023**

I report on the accounts of the Trust for the year ended 31 July 2023 which are set out on pages 5 to 11.

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with 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

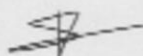
In connection with my examination, no matter has come to my attention:

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

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

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



K Scudder

Date: 29th April 2024

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2023

	Notes	£	2023 £	£	2022 £
Incoming Resources					
Donations & legacies	2		8,043		8,484
Income from charitable activities	3		151,036		134,748
Investment income	4		296		26
Fundraising	5		947		882
Other income	6		1,566		1,831
			<u>161,888</u>		<u>145,971</u>
Resources Expended					
Expenditure on charitable activities	7	(152,133)		(139,079)	
			<u>(152,133)</u>		<u>(139,079)</u>
Net incoming resources/(resources expended)	8		9,755		6,892
Net movement in fund			<u>9,755</u>		<u>6,892</u>
Balance brought forward at 1 August 2022			73,885		66,993
Balance carried forward at 31 July 2023			<u>83,640</u>		<u>73,885</u>

The notes on pages 7 to 11 form an integral part of these financial statements

BALANCE SHEET AS AT 31 JULY 2023

	Notes	£	2023 £	£	2022 £
Fixed Assets	9		7,700		373
Current Assets					
Debtors	10	1,345		1,081	
Cash at bank and in hand		81,772		80,443	
			83,117		81,524
			90,817		81,897
Creditors: amounts falling due within one year	11	(7,177)		(8,012)	
			(7,177)		(8,012)
Net Assets			83,640		73,885
Financed by:	15				
Unrestricted Fund as at 1 August 2022			73,885		66,993
Add Surplus/(Deficit) from Revenue Account			9,755		6,892
			83,640		73,885

For the year ending 31 July 2023 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the charitable company to obtain an audit of its financial statements for the year ending 31 July 2023 in accordance with section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- ensuring that the charitable company keeps accounting records that comply with Section 386 and 387 of the Companies Act 2006 and
- 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 period and of its surplus or deficit for each financial period 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.

These financial statements have been prepared in accordance with Section 398 of the Companies Act 2006 Section 138 of the Charities Act 2011. These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

Approved by the trustees on 29/4/24 and signed on their behalf by

Trustee:

J Gooch

Trustee:

L Flynn

NOTES TO THE ACCOUNTS
for the year ended 31 July 2023

1 Accounting Policies:

Accounting Convention: 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 (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Owls Pre-School 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(s).

Reconciliation with previously Generally Accepted Accounting Practice: In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 no restatement of comparative items was required.

Incoming Resources: All incoming resources are included in the Statement of Financial Activities (SOFA) when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

For legacies, entitlement is the earlier of the Charity being notified of an impending distribution or the legacy being received.

Resources Expended: All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities consistent with the resources.

Fund Accounting: General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes. Designated funds are unrestricted funds which the trustees have designated for a specific purpose. There are no restricted funds.

Fixed Assets: Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Computer Equipment - 20% reducing balance

Plant & Machinery - 20% reducing balance

Debtors: These relate to prepayments and accrued income.

Creditors: These relate to other creditors, accruals and deferred income.

Value Added Tax: Irrecoverable VAT which can be attributed to a capital item or revenue expenditure is added to the cost of the capital item or expenses where practicable and material.

NOTES TO THE ACCOUNTS
for the year ended 31 July 2023

2 Donations and legacies

	2023	2022
	£	£
Donations	8,043	4,825
Grant from KCC for communication	-	3,659
	<u>8,043</u>	<u>8,484</u>

3 Income from charitable activities

	2023	2022
	£	£
Income from KCC	150,604	133,942
Fees	432	806
	<u>151,036</u>	<u>134,748</u>

4 Investment income

	2023	2022
	£	£
Bank interest received	<u>296</u>	<u>26</u>

5 Fundraising

	2023	2022
	£	£
Raffles	783	709
Photos	164	173
	<u>947</u>	<u>882</u>

6 Other income

	2023	2022
	£	£
Snacks	1,553	1,195
Uniform & water bottle sales	13	636
	<u>1,566</u>	<u>1,831</u>

NOTES TO THE ACCOUNTS

for the year ended 31 July 2023

7 Analysis of charitable expenditure

	2023	2022
	£	£
Direct costs	9,272	7,394
Wages and salaries costs	121,961	114,864
Staff training and welfare	2,219	377
Rent	2,000	2,000
Rates	-	233
Light and heat	1,350	1,278
Telephone and fax	1,303	1,269
Stationery and printing	2,610	1,660
Subscriptions	1,451	1,163
Insurance	1,073	930
Software and IT costs	1,887	936
Repairs and maintenance	1,910	1,661
Snacks	1,894	1,296
Funday event costs	124	-
Communication Grant	-	1,763
Sundry expenses	907	757
Donations	70	55
Depreciation charge	253	93
Accountancy Fees	1,250	1,120
Other legal and professional	599	230
	<u>152,133</u>	<u>139,079</u>

8 Analysis of Resources Expended

	2023	2022
	£	£
Resources expended include the following:		
Independent examiners fee	<u>240</u>	<u>220</u>

NOTES TO THE ACCOUNTS
for the year ended 31 July 2023

9 Fixed Assets

	Computer Equipment £	Plant & Machinery £	Total £
Cost			
At 1 August 2022	909	-	909
Additions	350	7,230	7,580
At 31 July 2023	<u>1,259</u>	<u>7,230</u>	<u>8,489</u>
Depreciation			
At 1 August 2022	536	-	536
Charge for the year	133	120	253
At 31 July 2023	<u>669</u>	<u>120</u>	<u>789</u>
Net Book Value			
At 31 July 2023	<u>590</u>	<u>7,110</u>	<u>7,700</u>
At 31 July 2022	<u>373</u>	<u>-</u>	<u>373</u>

10 Debtors

	2023 £	2022 £
Prepayments and accrued income	<u>1,345</u>	<u>1,081</u>

11 Creditors < 1 year

	2023 £	2022 £
Other taxes and social security	1,379	3,012
Other creditors and accruals	<u>5,798</u>	<u>5,000</u>
	<u>7,177</u>	<u>8,012</u>

12 Trustee Remuneration

Trustees do not receive remuneration for their services as trustees.

NOTES TO THE ACCOUNTS
for the year ended 31 July 2023

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Net Book Value			
At 31 July 2023	<u>590</u>	<u>7,110</u>	<u>7,700</u>
At 31 July 2022	<u>373</u>	<u>-</u>	<u>373</u>

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	2023 £	2022 £
Prepayments and accrued income	<u>1,345</u>	<u>1,081</u>

11 Creditors < 1 year

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Other taxes and social security	1,379	3,012
Other creditors and accruals	<u>5,798</u>	<u>5,000</u>
	<u>7,177</u>	<u>8,012</u>

12 Trustee Remuneration

Trustees do not receive remuneration for their services as trustees.

NOTES TO THE ACCOUNTS
for the year ended 31 July 2023

13 Trustees' Expenses

Trustees received out of pocket expenses totalling £nil (2022: £nil).

14 Employee Emoluments

	2023	2022
	£	£
Wages and salaries	120,718	113,707
Employers pension contributions	1,243	1,157
	<u>121,961</u>	<u>114,864</u>

15 Reserves

	Unrestricted Funds 2023	Unrestricted Funds 2022
	£	£
Balance at start of financial year	73,885	66,993
Surplus/(Deficit) for the year	9,755	6,892
Balance at close of financial year	<u>83,640</u>	<u>73,885</u>

16 Related party transactions

There are no related party transactions in the year.

17 Controlling interest

The Trustees as a collective body control the charity.

18 Commitments

The trustees had no capital commitments as at 31 July 2023 (2022: £nil).