

Cullingworth Pre-School

Charity number 1114082

A company limited by guarantee number 05686132

Annual Report and Financial Statements for the year ended 31 August 2024



Cullingworth Pre-School

Annual Report and Financial Statements for the year ended 31 August 2024

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Prepared by West Yorkshire Community Accountancy Service CIO

Cullingworth Pre-School

Trustees' report for the year ended 31 August 2024

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Amy Higgins	Chair	
Joanna Major	Treasurer	
Daniel Higgins		
Barbara Knowles	Manager	
Beatrice Outram Halstead		
Karen Hutton		
Roxanne Hardy		
Hayley Heaton		
Lydia Reveley		
Paul Leonard		
Helen Darby		

Charity number 1114082 Registered in England and Wales

Company number 05686132 Registered in England and Wales

Registered and principal address	Bankers	
12 Lodge Street	The Co-operative Bank	Cambridge and Counties Bank
Cullingworth	PO Box 250	Charnwood Court
Bradford	Skelmersdale	58 New Walk
BD13 5HB	WN8 6WT	Leicester
		LE1 6TE

Independent examiner

Rhys North ACA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 24 January 2006. It is governed by a memorandum and articles of association as amended 19 July 2019. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

Training for specific roles is given as and when required by retiring or existing trustees. Copies of the governing Memorandum and Articles of Association are available at the Preschool.

Cullingworth Pre-School

Trustees' report (continued) for the year ended 31 August 2024

Objectives and activities

The charity's objects

The aims of the Pre-school are to enhance the development and education of children between 2 and 5 years of age and support children to reach their full potential by:

- (a) offering appropriate play, education and care facilities, family learning and extended hours groups, working together with the parents to become involved in their child's learning, ensuring that we offer opportunities for all children whatever their race, culture, religion, means or ability;
- (b) ensuring that staff are well qualified and are given opportunities to keep their skills and knowledge updated; and
- (c) instigating and adhering to and furthering the aims and objects of the Pre-School Learning Alliance.

Public benefit statement

In setting our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of education.

Achievements and performance

The principal activities of the preschool remain to provide a comprehensive early years education to local 2, 3 and 4 year olds. We also provide a 'wraparound' child care service consisting of breakfast, lunch and after school club to children attending the local primary school. We have again been at full capacity. The holiday club has remained successful.

This year has also seen the commencement of building an extension to the preschool building which will house a new sensory room for our children to enjoy.

Financial review

The net income for the year was £37,480, including net income of £37,072 on unrestricted funds and net income of £408 on restricted funds.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £155,993.

The Preschool has an agreed reserves policy for it to hold sufficient funds in reserve to run the Preschool for one month, assuming no income was generated. This reserve to also hold sufficient funds to cover statutory redundancy payments in the event that the Preschool had to close for any reason. Based on budgeted 2024/2025 expenditure this would equate to £81,000.

The trustees recognise that actual reserves at 31 August 2024 exceed the target level of reserves. The reserves have reduced since 31 August 2023 as a result of the decision to invest in an extension to the Preschool which was in the course of construction at 31 August 2024. Given there are further costs of £18,600 for the extension, the trustees recognise the charity's reserves will reduce further although will remain above their target level. Given this the trustees plan to review the reserves policy in 2024/2025 with a view to then taking any necessary action to manage their reserves to within their target level.

Cullingworth Pre-School

Trustees' report (continued) for the year ended 31 August 2024

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and 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;

- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by the board of trustees on 30/6/2025

Joanna Major (Trustee)

Cullingworth Pre-School

Independent examiner's report to the trustees of Cullingworth Pre-School

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 August 2024, which are set out on pages 6 to 11.

Responsibilities and basis of report

As the charity's trustees of the charitable 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 charitable 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 ('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

Since the charitable company's gross income exceeded £250,000 your examiner must be a fellow of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a fellow of ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 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.

Rhys North ACA

30/6/2025

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Cullingworth Pre-School
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 August 2024

	Notes	2024	2024	2024	2023
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
Income from:					
Fees received		267,017	-	267,017	210,289
Grants and donations	(2)	656	850	1,506	321
Fundraising		1,120	-	1,120	2,934
Uniform sales		643	-	643	309
Other income		2,769	-	2,769	2,192
Bank interest		6,163	-	6,163	3,965
Total income		278,368	850	279,218	220,010
Expenditure on:					
Wages, NIC and pension	(3)	193,102	-	193,102	167,940
Consumable resources		1,015	-	1,015	4,097
Snacks		4,157	-	4,157	3,610
Uniforms		1,692	-	1,692	991
Rent		12,425	-	12,425	11,000
Utilities and water		7,794	-	7,794	5,036
Printing, postage and stationery		645	-	645	846
Telephone		443	-	443	236
Internet and software charges		2,639	-	2,639	2,642
Independent examination		1,680	-	1,680	1,680
Professional fees and charges		769	-	769	468
Insurance		797	-	797	234
Equipment hire		727	-	727	392
Repairs and renewals		1,925	334	2,259	2,752
Cleaning and waste disposal		2,568	-	2,568	5,933
General expenses		897	108	1,005	1,294
Subscriptions and licences		450	-	450	609
Training costs		315	-	315	464
Depreciation		5,655	-	5,655	5,992
Fundraising costs		206	-	206	481
Staff expenses		584	-	584	1,275
Bank charges		128	-	128	87
Bad debts		683	-	683	-
Total expenditure		241,296	442	241,738	218,059
Net income / (expenditure)		37,072	408	37,480	1,951
Fund balances brought forward		249,136	-	249,136	247,185
Fund balances carried forward	(4)	286,208	408	286,616	249,136

All incoming resources and resources expended derive from continuing activities.

Cullingworth Pre-School
Balance sheet
as at 31 August 2024

		2024	2024	2024	2023
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(5)	130,215	-	130,215	48,607
Total fixed assets		<u>130,215</u>	<u>-</u>	<u>130,215</u>	<u>48,607</u>
Current assets					
Debtors and prepayments	(6)	1,923	-	1,923	5,836
Cash at bank and in hand	(7)	214,155	408	214,563	197,945
Total current assets		<u>216,078</u>	<u>408</u>	<u>216,486</u>	<u>203,781</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	60,085	-	60,085	3,252
Total current liabilities		<u>60,085</u>	<u>-</u>	<u>60,085</u>	<u>3,252</u>
Net current assets / (liabilities)		<u>155,993</u>	<u>408</u>	<u>156,401</u>	<u>200,529</u>
Net assets		<u>286,208</u>	<u>408</u>	<u>286,616</u>	<u>249,136</u>
Funds					
Unrestricted funds		286,208	-	286,208	249,136
Total funds		<u>286,208</u>	<u>408</u>	<u>286,616</u>	<u>249,136</u>

For the year ending 31 August 2024 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 accounts for the year in question in accordance with section 476. The trustees (who are also the directors for the purposes of company law) 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 and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 30/6/2025

Joanna Major (Trustee)

Cullingworth Pre-School

Notes to the accounts

for the year ended 31 August 2024

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Village Hall fit-out costs: over 25 years

Fixtures and fittings: 33% on reducing balance basis

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

Cullingworth Pre-School
Notes to the accounts continued
for the year ended 31 August 2024

2 Grants and donations	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Tesco Groundworks	-	850	850	-
Other donations	656	-	656	321
	<u>656</u>	<u>850</u>	<u>1,506</u>	<u>321</u>

3 Staff costs and numbers	2024 £	2023 £
Gross salaries	187,526	163,407
Social security costs	8,092	7,613
Employment allowance	(5,296)	(5,564)
Pensions	<u>2,780</u>	<u>2,484</u>
	<u>193,102</u>	<u>167,940</u>

The average number of employees during the year was 17.7, being an average of 11.4 full time equivalent (2023: 14.2, 9.9 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2024 £	2023 £
Costs of the scheme to the charity for the year	2,780	2,484
Amount of any contributions outstanding at the year end	730	784

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Tesco Groundworks	-	850	442	-	408
	<u>-</u>	<u>850</u>	<u>442</u>	<u>-</u>	<u>408</u>

Fund name	Purpose of restriction
Tesco Groundworks	To support the launch of hot lunches and new kitchen equipment.

5 Tangible assets	Extension under construction £	Fixtures, Fittings & Equipment £	Village Hall fit out costs £	Total £
Cost				
At 1 September 2023	-	58,460	50,699	109,159
Additions	84,314	2,949	-	87,263
At 31 August 2024	<u>84,314</u>	<u>61,409</u>	<u>50,699</u>	<u>196,422</u>
Depreciation				
At 1 September 2023	-	50,412	10,140	60,552
Charge for year	-	3,627	2,028	5,655
At 31 August 2024	<u>-</u>	<u>54,039</u>	<u>12,168</u>	<u>66,207</u>
Net book value				
At 31 August 2024	<u>84,314</u>	<u>7,370</u>	<u>38,531</u>	<u>130,215</u>
At 31 August 2023	<u>-</u>	<u>8,048</u>	<u>40,559</u>	<u>48,607</u>

Cullingworth Pre-School
Notes to the accounts continued
for the year ended 31 August 2024

6 Debtors and prepayments	2024	2023
	£	£
Debtors	613	2,155
Prepayments	1,310	1,130
Other debtors	-	2,551
	<u>1,923</u>	<u>5,836</u>

7 Cash at bank and in hand	2024	2023
	£	£
Cash at bank	214,039	197,555
Cash in hand	524	390
	<u>214,563</u>	<u>197,945</u>

8 Creditors and accruals	2024	2023
	£	£
Creditors	45,409	-
Accruals	4,351	2,468
Taxation and social security	9,595	-
Other creditors	730	784
	<u>60,085</u>	<u>3,252</u>

9 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

Details of remuneration and benefits

		2024	2023
		£	£
Barbara Knowles	Employment costs as Pre-School manager	22,316	27,451
Joanna Major	Employment costs as Admin Manager	11,744	9,217
		<u>34,060</u>	<u>36,668</u>

Legal authority for the payment

The legal authority for the payment is via a provision within the charity's governing document.

Remuneration and benefits received by key management personnel

The key management personnel of the charity include the trustees and Pre-School Manager. The total employee benefits received by key management personnel were £22,316 (previous year: £27,451).

Other transactions with trustees or related parties			2024	2023
			£	£
Name of trustee or related party	Relationship to charity	Description of transaction		
Eve Knowles	Close relative of Barbara Knowles, trustee	Employment costs	15,222	16,494
Scarecrows Holiday Club Ltd	Company owned by Barbara Knowles, trustee	Purchase of assets of Scarecrow Holiday Club Ltd	-	2,000
			<u>15,222</u>	<u>18,494</u>

Cullingworth Pre-School
Notes to the accounts continued
for the year ended 31 August 2024

10 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:

	2024	2023
	£	£
Within one year	14,492	11,000
In the second to fifth years inclusive	57,967	44,000
Over five years from the balance sheet date	24,153	29,333
	<u>96,612</u>	<u>84,333</u>