

**Charity Reg. No. 1119955**

**Company Reg. No. 5859974**

**SAINT JEROME'S PRE-SCHOOL PLAYGROUP**

(A Registered Charity and a Company Limited by Guarantee)

**TRUSTEES' ANNUAL REPORT**

**AND**

**ANNUAL REPORT AND ACCOUNTS**

**FOR THE FINANCIAL YEAR ENDED 31<sup>st</sup> JULY 2024**

Contents

Trustees' Annual Report	2
Financial Statements	5
Accounting Policies and Notes	8

## **ST. JEROME'S PRE-SCHOOL PLAYGROUP**

### **TRUSTEES' ANNUAL REPORT 2024**

#### **REFERENCE AND ADMINISTRATIVE INFORMATION**

St. Jerome's Pre-school Playgroup ("the Playgroup") was incorporated as a company limited by guarantee (number 5859974) on 28th. June 2006 and was registered as a charity (number 1119955) on 5th. July 2007.

In accordance with the Memorandum of Association, each trustee is a member of the company and offers limited guarantee to the extent of £10 per member.

#### **TRUSTEES**

The trustees of the Playgroup, who are also directors of the company, and who served during the year were:

A. J. Cunningham LL.M., LL.B. (Hons)  
Lt. Col. (Ret'd) J. P. Moreland KCHS (deceased)  
S. Murphy Dip Ed, DASE  
N. Stark FCCA  
M. Hughes  
N. Maher

#### **CHARITY CORRESPONDENT**

N.Stark FCCA

#### **REGISTERED OFFICE**

St. Jerome's Preschool Playgroup  
Greenloons Drive  
Formby. L37 2LX.

#### **BANKER**

Natwest plc. Formby, L37 2DZ

## **SAINT JEROME'S PRE-SCHOOL PLAYGROUP TRUSTEES' ANNUAL REPORT 2024 (cont'd)**

### **STRUCTURE**

The Playgroup was established under a Memorandum of Association which outlined its objectives and powers and it is governed in accordance with its Articles of Association. The Trustees determine the general policy of the Playgroup. Day-to-day operations are delegated to the Managers.

### **CHARITABLE PURPOSE AND ACHIEVEMENTS**

The objective of the Playgroup, as agreed with the Charity Commission, is: *“to enhance the development and education of children from 2 years to statutory school age.”* This is achieved by means of appropriate play, education and care facilities and staff training.

Our policy of investment in capital assets, operational assets and staff training has enabled the Playgroup, under the leadership of the management team, to advance in all areas of performance and enhance security. Parent feedback has been positive.

Financially, income increased by 5%. Costs have decreased by 11% as the significant capital expenditure incurred in 2023 (£37,891) has not been required in this year.

It is with great sadness that we report the passing of long standing trustee Joe Moreland.

### **PROCEDURE FOR THE APPOINTMENT OF NEW TRUSTEES**

Nominations are received from current Trustees and two references are asked for. References are checked and candidates are referred to OFSTED for checks through the Disclosure and Barring Service. Interviews take place to explore applicants' knowledge and understanding of the relevant aspects of the position.

### **RESERVES POLICY**

The Trustees review the need for reserves at board meetings in the light of the current surplus or deficit, and the budgeted level of income, costs and capital expenditure, allowing reasonably for a range of different future scenarios.

### **FUNDS HELD AS CUSTODIAN TRUSTEE**

No such funds are held by the Playgroup.

**ST. JEROME'S PRE-SCHOOL PLAYGROUP**

**STATEMENT OF FINANCIAL ACTIVITIES AND  
INCOME AND EXPENDITURE ACCOUNT  
FOR THE FINANCIAL YEAR ENDED 31<sup>st</sup> JULY 2024**

	Unrestricted Funds		2023
	£	£	£
<b>Incoming Resources:</b>			
Voluntary Income			
Fees	29,812		43,375
Donations and Charity Events	-		-
Grants	124,340		103,494
Pre and after school fees	62,941		59,255
Other income	3,197		3,041
Investment Income			
Bank Interest	<u>284</u>		<u>150</u>
Total Incoming Resources	220,574		209,315
 <b>Resources Expended:</b>			
Staff Costs	145,301		143,270
Insurance and professional costs	6,796		6,140
Telephone, Postage & Stationery	4,036		2,345
Repairs, maintenance and equipment	5,086		37,891
Depreciation	9,551		9,584
Other Operating Costs	22,239		18,176
Total Resources Expended	<u>193,009</u>		<u>217,406</u>
 <b>Net (Outgoing)/Incoming Resources</b>	 27,565		 (8,091)
 Funds brought forward	 223,925		 232,016
 Total Funds carried forward	 <u>251,490</u>		 <u>223,925</u>

# **SAINT JEROME'S PRE-SCHOOL PLAYGROUP**

## **BALANCE SHEET AS AT 31<sup>st</sup> JULY 2024**

		Unrestricted Funds	2023
	Note	£	£
Net Tangible Fixed Assets	10	36,215	44,394
Current Assets:			
Cash at bank and in hand		219,920	189,448
Stock of uniforms		<u>78</u>	<u>78</u>
		219,998	189,526
Current Liabilities:			
Other creditors		(4,723)	(9,995)
Net Current Assets		223,775	223,775
NET ASSET VALUE		<u>251,490</u>	<u>223,925</u>
Funds of the Charity:			
Unrestricted Funds		<u>251,490</u>	<u>223,925</u>

## **ST. JEROME'S PRE-SCHOOL PLAYGROUP**

### **Trustees' Statement**

- (a) For the financial year ended 5th. August 2023 the Playgroup was entitled to exemption from audit under section 477(2) of the Companies Act 2006.
- (b) Members have not required the Playgroup to obtain audit in accordance with section 476 of the Companies Act 2006.
- (c) The trustees acknowledge their responsibility for:
- i. ensuring that the Playgroup keeps accounting records which comply with Section 386 and
  - ii. preparing accounts which give a true and fair view of the state of affairs of the Playgroup as at the end of the financial year and of its surplus or deficit for the financial year, in accordance with the requirements of Section 393 and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the Playgroup.
- (d) The accounts have been prepared in accordance the special provisions in Part VII of the Companies Act 2006 relating to small companies.

Signed on behalf of the Trustees:

.....  
N.G.Stark

.....  
Date

.....  
A.Cunningham

.....  
Date

The appended notes on pages 7 and 8 form part of these accounts.

**ACCOUNTING POLICIES AND NOTES TO THE FINANCIAL STATEMENTS**  
**31<sup>st</sup> JULY 2024**

1. The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value, 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 (FRS 102) issued on 16<sup>th</sup> July 2014.and with the Charities Act 2011.
2. Income is recognised when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.
3. There has been no offsetting of assets and liabilities, or income and expenses.
- 4.. The charity has received grants from the local authority in the reporting period.
5. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.
6. Debtors are measured on initial recognition at settlement amount. Subsequently, they are measured at the cash or other consideration expected to be received. .
- 7.. Unrestricted Funds are available for use at the discretion of the trustees in furtherance of the general objectives of the Playgroup.
8. The company was formed to continue the operations of the former St. Jerome's Pre-School Playgroup which was not a corporate enterprise. The transfer took effect on 6th. June 2007.
9. Depreciation has been charged at 25% per annum on the written down value of fixed assets, with the exception of the new building which is being written off over 15 years.

**ST. JEROME'S PRE-SCHOOL PLAYGROUP**

**ACCOUNTING POLICIES AND NOTES TO THE FINANCIAL STATEMENTS**

**31<sup>st</sup> JULY 2024**

10. Tangible Fixed Assets:

	Building £	Fixtures, fittings and equipment £	Total £
Cost at 1 <sup>st</sup> August 2023	132,463	19,565	152,028
Additions	<u>8,748</u>	<u>1,372</u>	<u>1,372</u>
Balance at 31 <sup>st</sup> July 2024	<u>132,463</u>	<u>20,937</u>	<u>153,400</u>
Depreciation at 1 <sup>st</sup> August 2023	89,910	17,724	107,634
Charge for the period	<u>8,748</u>	<u>803</u>	<u>9,551</u>
Balance as at 31 <sup>st</sup> July 2024	<u>98,658</u>	<u>18,527</u>	<u>117,185</u>
Net Book Value as at 31 <sup>st</sup> July 2024	<u>33,805</u>	<u>2,410</u>	<u>36,215</u>

11. Staff Costs

	£
Salaries	138,902
Social Security costs	2,906
Pension contributions	<u>3,493</u>
Total Staff Costs	<u>145,301</u>

No remuneration was paid to trustees, and there were no related party transactions.

The average number of staff, excluding trustees, was 5. They were employed on a mixture of full time and part time bases.

All the employees were involved in charitable activities and 2 employees were also involved in governance.



**ST. JEROME'S PRE-SCHOOL PLAYGROUP**

**ACCOUNTING POLICIES AND NOTES TO THE FINANCIAL STATEMENTS**

**31<sup>st</sup> JULY 2024**

**12. Taxation**

The Playgroup is a registered charity and hence exempt from corporation tax on its income and gains where they are applied for charitable purposes. No liability to corporation tax is anticipated.

The Playgroup is not registered for VAT. All unrecoverable VAT is charged, in the Statement of Financial Activities, as it is incurred.

**13. Contingent Liabilities**

The Playgroup has no contingent liabilities

**14. Share Capital.**

The Playgroup is a company limited by guarantee and hence has no share capital.

**15. Fair value of assets**

There was no exposure to credit risk or liquidity at the year end.

**Charity Reg. No. 1119955**

**Company Reg. No. 5859974**

**SAINT JEROME'S PRE-SCHOOL PLAYGROUP**

(A Registered Charity and a Company Limited by Guarantee)

**TRUSTEES' ANNUAL REPORT**

**AND**

**ANNUAL REPORT AND ACCOUNTS**

**FOR THE FINANCIAL YEAR ENDED 31<sup>st</sup> JULY 2024**

Contents

Trustees' Annual Report	2
Financial Statements	5
Accounting Policies and Notes	8

## **ST. JEROME'S PRE-SCHOOL PLAYGROUP**

### **TRUSTEES' ANNUAL REPORT 2024**

#### **REFERENCE AND ADMINISTRATIVE INFORMATION**

St. Jerome's Pre-school Playgroup ("the Playgroup") was incorporated as a company limited by guarantee (number 5859974) on 28th. June 2006 and was registered as a charity (number 1119955) on 5th. July 2007.

In accordance with the Memorandum of Association, each trustee is a member of the company and offers limited guarantee to the extent of £10 per member.

#### **TRUSTEES**

The trustees of the Playgroup, who are also directors of the company, and who served during the year were:

A. J. Cunningham LL.M., LL.B. (Hons)  
Lt. Col. (Ret'd) J. P. Moreland KCHS (deceased)  
S. Murphy Dip Ed, DASE  
N. Stark FCCA  
M. Hughes  
N. Maher

#### **CHARITY CORRESPONDENT**

N.Stark FCCA

#### **REGISTERED OFFICE**

St. Jerome's Preschool Playgroup  
Greenloons Drive  
Formby. L37 2LX.

#### **BANKER**

Natwest plc. Formby, L37 2DZ

## **SAINT JEROME'S PRE-SCHOOL PLAYGROUP TRUSTEES' ANNUAL REPORT 2024 (cont'd)**

### **STRUCTURE**

The Playgroup was established under a Memorandum of Association which outlined its objectives and powers and it is governed in accordance with its Articles of Association. The Trustees determine the general policy of the Playgroup. Day-to-day operations are delegated to the Managers.

### **CHARITABLE PURPOSE AND ACHIEVEMENTS**

The objective of the Playgroup, as agreed with the Charity Commission, is: *“to enhance the development and education of children from 2 years to statutory school age.”* This is achieved by means of appropriate play, education and care facilities and staff training.

Our policy of investment in capital assets, operational assets and staff training has enabled the Playgroup, under the leadership of the management team, to advance in all areas of performance and enhance security. Parent feedback has been positive.

Financially, income increased by 5%. Costs have decreased by 11% as the significant capital expenditure incurred in 2023 (£37,891) has not been required in this year.

It is with great sadness that we report the passing of long standing trustee Joe Moreland.

### **PROCEDURE FOR THE APPOINTMENT OF NEW TRUSTEES**

Nominations are received from current Trustees and two references are asked for. References are checked and candidates are referred to OFSTED for checks through the Disclosure and Barring Service. Interviews take place to explore applicants' knowledge and understanding of the relevant aspects of the position.

### **RESERVES POLICY**

The Trustees review the need for reserves at board meetings in the light of the current surplus or deficit, and the budgeted level of income, costs and capital expenditure, allowing reasonably for a range of different future scenarios.

### **FUNDS HELD AS CUSTODIAN TRUSTEE**

No such funds are held by the Playgroup.

**ST. JEROME'S PRE-SCHOOL PLAYGROUP**

**STATEMENT OF FINANCIAL ACTIVITIES AND  
INCOME AND EXPENDITURE ACCOUNT  
FOR THE FINANCIAL YEAR ENDED 31<sup>st</sup> JULY 2024**

	Unrestricted Funds		2023
	£	£	£
<b>Incoming Resources:</b>			
Voluntary Income			
Fees	29,812		43,375
Donations and Charity Events	-		-
Grants	124,340		103,494
Pre and after school fees	62,941		59,255
Other income	3,197		3,041
Investment Income			
Bank Interest	<u>284</u>		<u>150</u>
Total Incoming Resources		220,574	209,315
 <b>Resources Expended:</b>			
Staff Costs	145,301		143,270
Insurance and professional costs	6,796		6,140
Telephone, Postage & Stationery	4,036		2,345
Repairs, maintenance and equipment	5,086		37,891
Depreciation	9,551		9,584
Other Operating Costs	22,239		18,176
Total Resources Expended		<u>193,009</u>	<u>217,406</u>
 <b>Net (Outgoing)/Incoming Resources</b>		27,565	(8,091)
 Funds brought forward		223,925	232,016
 Total Funds carried forward		<u>251,490</u>	<u>223,925</u>

# **SAINT JEROME'S PRE-SCHOOL PLAYGROUP**

## **BALANCE SHEET AS AT 31<sup>st</sup> JULY 2024**

		Unrestricted Funds	2023
	Note	£	£
Net Tangible Fixed Assets	10	36,215	44,394
Current Assets:			
Cash at bank and in hand		219,920	189,448
Stock of uniforms		<u>78</u>	<u>78</u>
		219,998	189,526
Current Liabilities:			
Other creditors		(4,723)	(9,995)
Net Current Assets		223,775	223,775
NET ASSET VALUE		<u>251,490</u>	<u>223,925</u>
Funds of the Charity:			
Unrestricted Funds		<u>251,490</u>	<u>223,925</u>

## ST. JEROME'S PRE-SCHOOL PLAYGROUP

### Trustees' Statement

- (a) For the financial year ended 5th. August 2023 the Playgroup was entitled to exemption from audit under section 477(2) of the Companies Act 2006.
- (b) Members have not required the Playgroup to obtain audit in accordance with section 476 of the Companies Act 2006.
- (c) The trustees acknowledge their responsibility for:
- i. ensuring that the Playgroup keeps accounting records which comply with Section 386 and
  - ii. preparing accounts which give a true and fair view of the state of affairs of the Playgroup as at the end of the financial year and of its surplus or deficit for the financial year, in accordance with the requirements of Section 393 and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the Playgroup.
- (d) The accounts have been prepared in accordance the special provisions in Part VII of the Companies Act 2006 relating to small companies.

Signed on behalf of the Trustees:

.....  
N.G.Stark

.....  
Date

.....  
A.Cunningham

.....  
Date

The appended notes on pages 7 and 8 form part of these accounts.

**ACCOUNTING POLICIES AND NOTES TO THE FINANCIAL STATEMENTS**  
**31<sup>st</sup> JULY 2024**

1. The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value, 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 (FRS 102) issued on 16<sup>th</sup> July 2014.and with the Charities Act 2011.
2. Income is recognised when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.
3. There has been no offsetting of assets and liabilities, or income and expenses.
- 4.. The charity has received grants from the local authority in the reporting period.
5. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.
6. Debtors are measured on initial recognition at settlement amount. Subsequently, they are measured at the cash or other consideration expected to be received. .
- 7.. Unrestricted Funds are available for use at the discretion of the trustees in furtherance of the general objectives of the Playgroup.
8. The company was formed to continue the operations of the former St. Jerome's Pre-School Playgroup which was not a corporate enterprise. The transfer took effect on 6th. June 2007.
9. Depreciation has been charged at 25% per annum on the written down value of fixed assets, with the exception of the new building which is being written off over 15 years.



**ST. JEROME'S PRE-SCHOOL PLAYGROUP**

**ACCOUNTING POLICIES AND NOTES TO THE FINANCIAL STATEMENTS**

**31<sup>st</sup> JULY 2024**

10. Tangible Fixed Assets:

	Building £	Fixtures, fittings and equipment £	Total £
Cost at 1 <sup>st</sup> August 2023	132,463	19,565	152,028
Additions	<u>8,748</u>	<u>1,372</u>	<u>1,372</u>
Balance at 31 <sup>st</sup> July 2024	<u>132,463</u>	<u>20,937</u>	<u>153,400</u>
Depreciation at 1 <sup>st</sup> August 2023	89,910	17,724	107,634
Charge for the period	<u>8,748</u>	<u>803</u>	<u>9,551</u>
Balance as at 31 <sup>st</sup> July 2024	<u>98,658</u>	<u>18,527</u>	<u>117,185</u>
Net Book Value as at 31 <sup>st</sup> July 2024	<u>33,805</u>	<u>2,410</u>	<u>36,215</u>

11. Staff Costs

	£
Salaries	138,902
Social Security costs	2,906
Pension contributions	<u>3,493</u>
Total Staff Costs	<u>145,301</u>

No remuneration was paid to trustees, and there were no related party transactions.

The average number of staff, excluding trustees, was 5. They were employed on a mixture of full time and part time bases.

All the employees were involved in charitable activities and 2 employees were also involved in governance.

**ST. JEROME'S PRE-SCHOOL PLAYGROUP**

**ACCOUNTING POLICIES AND NOTES TO THE FINANCIAL STATEMENTS**

**31<sup>st</sup> JULY 2024**

**12. Taxation**

The Playgroup is a registered charity and hence exempt from corporation tax on its income and gains where they are applied for charitable purposes. No liability to corporation tax is anticipated.

The Playgroup is not registered for VAT. All unrecoverable VAT is charged, in the Statement of Financial Activities, as it is incurred.

**13. Contingent Liabilities**

The Playgroup has no contingent liabilities

**14. Share Capital.**

The Playgroup is a company limited by guarantee and hence has no share capital.

**15. Fair value of assets**

There was no exposure to credit risk or liquidity at the year end.



Section A

Independent Examiner's Report

Report to the trustees/  
members of

St Jeromes Pre School Playgroup

On accounts for the year  
ended

5<sup>th</sup> August 2024

Charity no  
(if any)

1119955

Set out on pages

1 to 9

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 5th August 2024.

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed:

*C Cowling*

Date:

23/04/2025.

Name:

MRS CLAIRE COWLING.

Relevant professional  
qualification(s) or body  
(if any):

AAT Level 2.

Address:

18 REDGATE

FORMBY

LIVERPOOL L37 4EW.

**Section B****Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**