

ST MARYS PRE-SCHOOL PLAYGROUP

England & Wales · Charity number 1122601

Details

Status Registered

Legal form Other

Registered 2008-02-05

Register [View on the Charity Commission register](#)

Contact

Address 8 Sandiland Crescent
Bromley
BR2 7DR

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Activities

Objects: 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: A) OFFERING APPROPRIATE PLAY, EDUCATION AND CARE FACILITIES AND FAMILY LEARNING WITHIN A CHRISTIAN ETHOS, 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; B) ENCOURAGING THE STUDY OF THE NEEDS OF SUCH CHILDREN AND THEIR FAMILIES AND PROMOTING PUBLIC INTEREST IN AND RECOGNITION OF SUCH NEEDS IN THE LOCAL AREAS; C) INSTIGATING, AND ADHERING TO AND FURTHERING THE AIMS AND OBJECTS OF THE EARLY YEARS ALLIANCE.

Activities: 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 by offering appropriate play, education and care facilities and family learning ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability.

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, BROMLEY.
- Bromley

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£246,724	£229,016	-	-
2024-03-31	£228,807	£214,645	-	-
2023-03-31	£195,815	£204,306	-	-
2022-03-31	£193,811	£201,004	-	-
2021-03-31	£189,760	£182,330	-	-

Trustees

Name	Role	Appointed
CAROL ANN TRUELOVE Cert Ed	Chair	2016-01-18
Clare Scriven		2021-06-30
Mary Stannard		2021-05-26
Mary Whytock		2020-07-29
Rev Amanda Jane Spence		2023-03-01

ST MARYS PRE-SCHOOL PLAYGROUP

England & Wales - Charity number 1122601

Accounts

Charity registration number: 1122601

St Mary's Pre-School Playgroup
Annual Report and Financial Statements
for the Year Ended 31 March 2025

St Mary's Pre-School Playgroup

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St Mary's Pre-School Playgroup

Reference and Administrative Details

Trustees

Mrs C Truelove
Rev A Spence
Mrs C Scriven
Mrs M Stannard
Mrs M Whytock

Principal address

Old Church Schools
86 Hayes Street
Hayes
Bromley
Kent
BR2 7BA

Charity Registration Number

1122601

Accountants

Bourner Bullock
Chartered Accountants
114 St Martin's Lane
Covent Garden
London
WC2N 4BE

Independent examiner

Hannah Fowlie
Bourner Bullock
Chartered Accountants
114 St Martin's Lane
Covent Garden
London
WC2N 4BE

Website: www.stmaryspreschoolplaygroup.co.uk

St Mary's Pre-School Playgroup

Trustees' Report

Trustees' Report

The Trustees present their report along with the financial statements of the Charity for the year ended 31 March 2025. The financial statements have been prepared in accordance with the accounting policies set out on the ensuing pages and comply with the Trust Deed, Charities Act 2011 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) (effective 1 January 2019)-(Charities SORP (FRS 102)).

The Trustees confirm that they have complied with the requirements of Section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

There is currently provision for a maximum of 5 Trustees as follows:

- The Chair, who will be chosen from candidates proposed by the Rector of Hayes Parish Church;
- The current Rector of Hayes Parish Church (or, should there not be one, a deputy chosen by the Parochial Church Council until such time as a new Rector is in place);
- A member of Hayes Parish Church, who shall be chosen by Hayes (Kent) Parochial Church Council;
- A Charity Secretary;
- The Treasurer (providing this in not a paid position);
- A separate Independent Trustee should the Treasurer not be a Trustee.

The Trustees who served during the year were as follows:

Mrs Carol Truelove	Chair
The Reverend Amanda Spence	Rector of Hayes Parish Church
Mrs Clare Scriven	Independent Trustee
Mrs Mary Stannard	Member of Hayes Parish Church
Mrs Mary Whytock	Charity Secretary

The Trustees of the St Mary's Pre-School Playgroup (the 'PSPG') have the responsibility of promoting the aims of the Pre-School, which are to enhance the development and education of children primarily under statutory school age, by:

- a) Offering appropriate play, education and care facilities and family learning within a Christian ethos, 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;
- b) Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas; and
- c) Instigating and adhering to and furthering the aims and objectives of the Pre-School Learning Alliance.

Day-to-Day oversight of the Pre-School's activities are undertaken on the Trustees' behalf by the Chair supported by, amongst others, the following Officers:

- The Treasurer;
- The Financial Advisor to the Trustees;
- The Pre-School Leader;
- The Deputy Pre-School Leader.

St Mary's Pre-School Playgroup

Trustees' Report

As part of these oversight duties the Chair has delegation from the Trustees to agree any matters that may be considered as non-material and/or part of "business as usual". However, any financial delegation rests solely with the Financial Advisor to the Trustees.

The power to and responsibility for the appointment and removal of Trustees rests with the Trustees collectively. Upon appointment Trustees receive the Trust's governing documents, the most recent Annual and Financial Reports and guides to good practice and governance. They meet with current Trustees for briefing on the charity and its objectives. They are also made aware of their Trustee responsibilities.

Report from the Chair of Trustees

We have enjoyed another busy and successful year at the Pre-School and felt confident last July that our 4 year olds were ready and well-equipped to transition to 'Big School' in September. Each year our leaders, Gina Goddard and Ella Skipp, and our staff work closely with parents to ensure this is the case. Early Years teachers from our local primary school visit to meet the children in the Summer term and organise 2 playtime visits for the children at the school. Even some Years 5 and 6 children visit the Pre-School to read to the children as this hopefully helps our children to feel more comfortable around the bigger children when they start school. Hayes Primary is very supportive of the preparations we make for transition and, if necessary for a child, they will put extra help in place at their school for the child's start in September. We are very grateful to Hayes Primary for all their help as are our parents.

In September 2024 our permanent staff numbers increased from 13 to 15 and we have 2 supply staff. The Pre-School had around 80 children on its register last year. Our Leader, Gina Goddard and Deputy, Ella Skipp, together with our Room Leaders ensure the safe running of the pre-school every day whilst providing an interesting and challenging curriculum to enable the children to learn happily through their play. The Pre-School is open 5 mornings and 3 afternoons each week. Every morning we look after 16 2½ - 3 year olds in the small hall and up to 32 3-4 year olds in our Main Hall. We operate with a healthy staff pupil ratio of 1:4 for our younger children and 1:6.4 for our older children, which is significantly better than current guidelines. Each child is assigned a Keyworker who works closely with the parents to ensure that their child is thriving. For those parents who cannot regularly manage to talk to the Keyworker, we supply a 'Contact' book in which staff and parents can exchange points of interest and importance regarding the progress of the child. In addition, we organise formal meetings during school hours for the parents to come and discuss their child's progress and well-being. At the end of the academic year in July the leaders and staff received many notes of praise and thanks from the parents for looking after their children.

Our staff have attended various training courses throughout the year in addition to the statutory courses such as Safeguarding and Child Protection. We have a new 'Inclusion Co-ordinator', Keely Crockett, and she attended an Early Years conference in May on Equality, Diversity and Inclusion. Our SENDCO, Kay Wallace, regularly attends SEN courses to keep abreast of new information and strategies and cascades her notes to the staff. We work closely with the SEN Advisory team in Bromley who visit and offer help and support. The staff also received training from the Bromley SEN Inclusion Team on how to make story time and circle time more interactive and inclusive by incorporating puppets, visual props, music and movement.

Other training courses attended by staff included FGM and Prevent, 'All Things Visual Strategies' to learn how to support autistic children with communication difficulties, 'Understanding ADHD, speech and language and autism awareness training.

In response to the tragedy in Southport last year we have reviewed our safeguarding arrangements around access to the Pre-School once the doors are shut at 9.15 am and we contacted the police for advice regarding our emergency lockdown procedures. We now have a new comprehensive policy and an emergency lockdown drill is practiced every term. We also purchased some walkie-talkies for the staff.

We care deeply about the children in our care and for any parents who are facing particular difficulties. It is our privilege to do so but we rely on the help and support of local agencies such as The Bromley Children's Project and on occasion, our local councillor.

As ever the children enjoyed taking part in an Easter service at the church, wearing their Easter bonnets, a Harvest Festival and performing an enchanting Nativity. At the end of the school year the children performed the play 'The Gruffalo', which was a lot of fun for the children and the parents too! All these occasions in church are very well attended by our children's families.

St Mary's Pre-School Playgroup

Trustees' Report

The children have also enjoyed visits to our local library, celebrating Chinese New Year, a visit from the Police and Fire Brigade, an Xmas party and Panto and a World Book Day performance of 'The King's Speech' performed by a local theatre group. They also had the joy of seeing 5 ducklings hatch and helped to look after them for a few weeks. We kept some caterpillars for a while and the children enjoyed seeing them change into butterflies. They continue to enjoy the Pre-School garden complete with a bug hotel, mud kitchen and growing beds. Playtime in the garden is an essential part of every Pre-School day.

The 'Friends' of the Pre-School work hard throughout the year to raise extra funds for the Pre-School in order to give the children the best possible education and enjoyment. Our particular thanks go to Leanne Ball, Louise Sayer, Amy Maisey and Stephanie Zieminski for their commitment and enthusiasm and we are very grateful to the parents for their support with the fund-raising. For example, this money is used to pay for the Christmas Panto every year and the duckling hatching kit which I mentioned earlier.

Finally, on behalf of the Trustees I would like to thank Gina and Ella for their strong leadership and commitment, and the staff for their hard work and dedication to the children. I should also like to thank my fellow trustees for the time they give up each year towards the care of the Pre-School and to the Treasurer, my husband Richard, for the many hours he gives each year to ensure that the Pre-School stays afloat, particularly in recent times when the Early Years Sector has struggled financially.

Carol Truelove

June 2025

St Mary's Pre-School Playgroup

Trustees' Report

Treasurer's Report

The Pre-School's principal sources of income emanate from fees (both session and lunch club) and fundraising. Session fees are paid for by the parents or funded by the London Borough of Bromley ("LBB") through Early Years national funding. Fundraising activities are organised by the Friends of the Pre-School.

The financial year ended 31st March 2025 saw an unexpected increase in the surplus to just under £20,000 which allowed, after two fund transfers (see below), the General Fund to increase to a healthy £67,212 which is well above our policy level of a minimum of £50,000. However, there are some significant headwinds ahead, mainly through an expected increase in staffing costs of c£20,000 following the Government's continued Minimum Wage rises and a significant increase in the level of Employers' National Insurance contributions.

Total fee income at £243,358 increased by 11.2% with this being led by a 19.4% increase in Local Authority funding. The latter was partly due to the introduction of wider two-year-old funding but was much more attributable to an increase in the number of pupils. Invoiced Fees were lower due to some children now qualifying for funding but Lunch Club income was up by some £5,000 following an increase in pricing.

Total expenditure increased by 7.1% mainly on the back of a 7.6% increase to staffing costs following a further increase in Minimum Wage in April. The trustees though were pleased to award salary increases to all staff given the continuing inflationary pressures. Most other costs increased in line with inflation, with the exception of computer costs where new equipment was necessarily purchased in response to advancing technology.

Overall the income and expenditure movements led to a surplus of £19,690 which allowed the General Reserve to increase to £74,212 prior to fund transfers, well in excess of our reserve policy of maintaining a minimum of £50,000. The Trustees have discussed in detail various options given this higher than expected surplus, noting that this was anticipated to be a "one-off" following the increased funding income from LB Bromley, coupled with the known increase in staff costs as from April 2025.

The Trustees decided to make two transfers to specific funds, the first of which was an amount of £2,000 into a new Hardship Fund, which would be a Designated Fund. The Trustees now and again agree to either waive or reduce fees in response to genuine hardship approaches and in such cases, it will now be possible to draw on this Fund, as opposed to seeing a reduction in income.

The second transfer is for an amount of £5,000 to be donated to the Friends' Restricted Fund. Following the lack of any Friends' representatives in the 2023/24 academic year, fund-raising activities were notably decreased which had led to the Fund seeing a fall-off in income. As an example, whilst new representatives had come forward at the AGM in October 2024, the Fund balance as at 31st March 2025 had fallen to below £1,000. In making this donation to the Friends the Trustees noted that the ultimate beneficiaries would be the children themselves.

The Trustees also discussed the remaining surplus but wished to be cautious given the forecast c£20k Government-driven increase in staffing costs as from 1st April 2025. The situation will though be kept under continual review as, in line with our charity status, it is not the intention in normal circumstances to have the General Fund significantly above the £50,000 policy level.

St Mary's Pre-School Playgroup

Trustees' Report

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The trustees must not approve the financial statements unless they are satisfied that they 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 charity for that period.

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 judgments and accounting 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 financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

The trustees are responsible for keeping sufficient 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.

The trustees' are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Board of Trustees and signed on its behalf by:

.....

Carol Truelove, Chair

Date:.....

St Mary's Pre-School Playgroup

Independent Examiner's Report to the trustees of St Mary's Pre-School Playgroup

I report to the trustees on my examination of the financial statements of St Mary's Pre-School Playgroup ('the charity') for the year ended 31 March 2025 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 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.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

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 giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do 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 financial statements to be reached.

.....
Hannah Fowlie
Bourner Bullock
Chartered Accountants
114 St Martin's Ln
Covent Garden
London
WC2N 4BE

Date:

St Mary's Pre-School Playgroup

Statement of Financial Activities for the Year Ended 31 March 2025 (including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2025 £	Total funds 2024 £
Income from						
Donations	2	-	-	1,924	1,924	8,886
Charitable activities	3	242,193	-	1,442	243,635	218,963
Investment income	4	978	-	-	978	600
Other income	5	187	-	-	187	358
Total Income		243,358	-	3,366	246,724	228,807
Expenditure on:						
Charitable activities	6	223,668	746	4,602	229,016	214,645
Total Expenditure		223,668	746	4,602	229,016	214,645
Net income/ (expenditure)		19,690	(746)	(1,236)	17,708	14,162
Transfers between funds		(7,000)	2,000	5,000	-	-
Net movement in funds		12,690	1,254	3,764	17,708	14,162
Reconciliation of funds						
Total funds brought forward	10	54,522	4,750	6,692	65,964	51,802
Total funds carried forward	10	67,212	6,004	10,456	83,672	65,964

All of the Charity's activities derive from continuing operations during the period.

St Mary's Pre-School Playgroup
(Charity number: 1122601)
Balance Sheet as at 31 March 2025

	Note	2025 £	2024 £
Current assets			
Cash at bank		93,395	75,022
Petty cash		82	98
		93,477	75,120
Liabilities: Amounts falling due within one year	9	9,805	9,156
Net current assets		83,672	65,964
Net assets		83,672	65,964
Restricted income funds	10	10,456	6,692
Unrestricted income funds	10	73,216	59,272
Total funds		83,672	65,964

The financial statements were approved by the trustees and authorised for issue on and signed on their behalf by:

.....

Carol Truelove, Chair

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2025

1 Accounting Policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)-(Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following '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) (Second Edition)' rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

St Mary's Pre-School Playgroup meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historic cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis. The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Charitable funds

Unrestricted funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the Charity. The current policy of the charity is for unrestricted funds to be a minimum level of £50,000, which is approximately three months' ordinary expenditure. On this basis the trustees continue to adopt the going concern basis in preparing these financial statements.

Restricted funds represent monies that have been either donated or received in connection with a specific use, need or project and thus they may only be used in this connection. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Incoming Resources

Charitable activities relate to school fees and as from the financial year ended 31 March 2018 to the financial year ended 31 March 2025 are accounted for on an accruals basis and as such gives rise to Deferred Income.

All other income (including donations, gifts and grants) is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2025

1 Accounting Policies (continued)

Expenditure

All expenditure is recognised at the time it is incurred or (if earlier) once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. In addition, accruals are raised at the end of each accounting period for expenditure which has been incurred in that period but which has not been paid out by the period end.

Taxation

The charity is considered to pass the tests set out in Paragraph 1, Section 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3, Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Financial instruments

The charity only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities such as debtors and creditors and loans from related parties.

Financial assets that are measured at cost or amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found an impairment loss is recognised in profit and loss.

Financial assets and liabilities are offset and the net amount reported in the Balance Sheet where there is an 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.

The charity does not have anything other than basic financial instruments.

Debtors

Amounts owing to the charity at the end of any reporting period in respect of fees or other income are shown as debtors less any provision for amounts that may prove uncollectable. Prepayments are valued at the amount prepaid, net of any discounts.

Cash and cash equivalents

Cash and cash equivalents comprise cash-on-hand and call deposits, as well as any other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. The charity seeks to pay such obligations without delay and will accrue at the end of each accounting period for goods and services which has been incurred in that period but which has not been paid out by the period end.

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 though 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.

The trustees consider that there have been no significant judgements or accounting estimates in the year under review.

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2025

2 Income from donations

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2025 £	Total 2024 £
Grants and donations	-	-	1,924	1,924	8,886
	-	-	1,924	1,924	8,886

3 Charitable activities

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2025 £	Total 2024 £
LB Bromley fees	177,096	-	1,442	178,538	149,253
Other fees	65,097	-	-	65,097	69,710
	242,193	-	1,442	243,635	218,963

4 Investment income

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2025 £	Total 2024 £
Interest receivable on bank deposits	978	-	-	978	600
	978	-	-	978	600

5 Other income

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2025 £	Total 2024 £
Sale of photographs	187	-	-	187	358
	187	-	-	187	358

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2025

6 Expenditure on charitable activities

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2025 £	Total 2024 £
Consumables and teaching supplies	4,068	746	2,503	7,317	9,441
Equipment purchase					-
Rent	15,128	-	-	15,128	14,951
Salary costs (including NI and pensions)	185,913	-	-	185,913	172,983
Photocopier	960	-	-	960	1,146
Sundry costs	1,303	-	1,384	2,687	1,871
Telephone and broadband	759	-	-	759	1,388
Office costs	2,814	-	-	2,814	405
Training costs (including courses)	246	-	715	961	429
Support costs (See note 6.1)	9,957	-	-	9,957	8,856
Governance costs (See note 6.1)	2,520	-	-	2,520	3,175
	223,668	746	4,602	229,016	214,645
Total					

6.1 Analysis of governance and support costs

	Support Costs £	Governance costs £	Total 2025 £
Accountancy fees	843	2,520	3,363
Bank charges	133	-	133
CRB checks	307	-	307
Insurance	1,207	-	1,207
Payroll and pension administration	7,049	-	7,049
Professional fee and subscriptions	418	-	418
Total	9,957	2,520	12,477

7 Trustees remuneration and expenses

Total staff costs are as set out in section 6 above. The average monthly headcount employed by the Pre-School in the year was 16 (2024: 17).

8 Related party transactions

No trustee, nor any person connected with them, has received any remuneration from the Pre-School during the year. In addition no trustee has received any reimbursed expenses or any other benefits during the year.

The Pre-School employs Bournier Bullock, Chartered Accountants for both Payroll Services and Independent Examination.

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2025

9 Creditors: amounts falling due within one year

	Total 2025	Total 2024
	£	£
Accruals: Accountancy fees	1,260	1,200
Accruals: Independent Examiner fees	1,260	1,200
Other accruals	1,205	3,682
Deferred income	5,274	2,340
Pension liability	806	734
	9,805	9,156

10 Funds

	Balance at 1 April 2024	Incoming resources	Resources expended	Transfers	Balance at 31 March 2025
	£	£	£		£
Restricted funds					
SEN grant	2,374	-	(336)	-	2,038
Friends' money	1,542	1,924	(2,522)	5,000	5,944
Early Years People Premium	1,895	1,442	(1,384)	-	1,953
Disability access	881	-	(360)	-	521
	6,692	3,366	(4,602)	5,000	10,456
Unrestricted funds					
General unrestricted funds	54,522	243,358	(223,668)	(7,000)	67,212
Designated funds	4,750	-	(746)	2,000	6,004
Total funds brought forward	59,272	243,358	(224,414)	(5,000)	73,216
Total funds carried forward	65,964	246,724	(229,016)	-	83,672

The specific purposes for which the funds are to be applied are as follows:

Restricted funds:

SEN grant – This represents monies received from the authorities specifically for supporting children with Special Educational Needs.

Friends – This represents the balance of fundraising activities organized by, for example, the parents under the banner of “The Friends” who then in turn agree to release funds to support specific items of expenditure.

Early Years People Premium – This represents monies received from the Borough for disadvantaged children, as well as some associated expenditure.

Disability Allowance – This represents a receipt of a disability allowance from the Local Authority in relation to one specific pupil. The local authority confirmed that should the allowance not be used in full, then there is no restriction on further use.

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2025

Designated funds:

Hayes Players Donation – This represents a donation from the Hayes Players with the intention to use the Fund to support drama efforts in the Pre-School. The donation letter has made it clear the use of the fund is entirely at the charity's discretion.

Hardship Fund - The Trustees now and again agree to either waive or reduce fees in response to genuine hardship approaches and in such cases it will now be possible to draw on this Fund, as opposed to seeing a reduction in income.

Unrestricted funds: these funds are provided by donors for support of the charity, without restriction on how funds should be deployed.

ST MARYS PRE-SCHOOL PLAYGROUP

England & Wales - Charity number 1122601

Accounts

Charity registration number: 1122601

St Mary's Pre-School Playgroup
Annual Report and Financial Statements
for the Year Ended 31 March 2024

St Mary's Pre-School Playgroup

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St Mary's Pre-School Playgroup

Reference and Administrative Details

Trustees

Mrs C Truelove
Rev A Spence
Mrs C Scriven
Mrs M Stannard
Mrs M Whytock

Principal address

Old Church Schools
86 Hayes Street
Hayes
Bromley
Kent
BR2 7BA

Charity Registration Number

1122601

Accountants

Bourner Bullock
Chartered Accountants
114 St Martin's Lane
Covent Garden
London
WC2N 4BE

Independent examiner

Hannah Fowlie
Bourner Bullock
Chartered Accountants
114 St Martin's Lane
Covent Garden
London
WC2N 4BE

Website: www.stmaryspreschoolplaygroup.co.uk

St Mary's Pre-School Playgroup

Trustees' Report

Trustees Report

The Trustees present their report along with the financial statements of the Charity for the year ended 31 March 2024. The financial statements have been prepared in accordance with the accounting policies set out on the ensuing pages and comply with the Trust Deed, Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts on accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (2nd Edition, effective January 2019) ("Charities SORP").

The Trustees confirm that they have complied with the requirements of Section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

There is currently provision for a maximum of 5 Trustees as follows:

- The Chair, who will be chosen from candidates proposed by the Rector of Hayes Parish Church;
- The current Rector of Hayes Parish Church (or, should there not be one, a deputy chosen by the Parochial Church Council until such time as a new Rector is in place);
- A member of Hayes Parish Church, who shall be chosen by Hayes (Kent) Parochial Church Council;
- A Charity Secretary;
- The Treasurer (providing this in not a paid position);
- A separate Independent Trustee should the Treasurer not be a Trustee.

The Trustees who served during the year were as follows:

Mrs Carol Truelove	Chair
The Reverend Amanda Spence	Rector of Hayes Parish Church
Mrs Clare Scriven	Independent Trustee
Mrs Mary Stannard	Member of Hayes Parish Church
Mrs Mary Whytock	Charity Secretary

The Trustees of the St Mary's Pre-School Playgroup (the 'PSPG') have the responsibility of promoting the aims of the Pre-School, which are to enhance the development and education of children primarily under statutory school age, by:

- a) Offering appropriate play, education and care facilities and family learning within a Christian ethos, 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;
- b) Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas; and
- c) Instigating and adhering to and furthering the aims and objectives of the Pre-School Learning Alliance.

Day-to-Day oversight of the Pre-School's activities are undertaken on the Trustees' behalf by the Chair supported by, amongst others, the following Officers:

- The Treasurer;
- The Financial Advisor to the Trustees;
- The Pre-School Leader;
- The Deputy Pre-School Leader.

As part of these oversight duties the Chair has delegation from the Trustees to agree any matters that may be considered as non-material and/or part of "business as usual". However, any financial delegation rests solely with the Financial Advisor to the Trustees.

St Mary's Pre-School Playgroup

Trustees' Report

The power to and responsibility for the appointment and removal of Trustees rests with the Trustees collectively. Upon appointment Trustees receive the Trust's governing documents, the most recent Annual and Financial Reports and guides to good practice and governance. They meet with current Trustees for briefing on the charity and its objectives. They are also made aware of their Trustee responsibilities.

Report from the Chair of Trustees

The Pre-School employs 13 permanent staff and 3 temporary staff. Our Leader, Gina Goddard and Deputy, Ella Skipp, together with our Room Leaders ensure the safe running of the pre-school every day whilst providing an interesting and challenging curriculum to enable the children to learn happily through their play. The Pre-School is open 5 mornings and 3 afternoons each week. Every morning we look after 16 2½-3 year-olds in the small hall and up to 32 3-4 year-olds in our Main Hall. We operate with a healthy staff pupil ratio of 1:4 for our younger children and 1:6.4 for our older children, which is significantly better than current guidelines. Our staff meet regularly with parents as they are committed to keeping parents informed of their child's progress.

Every year our staff attend various training courses in order to keep our standards of care and teaching high. As well as the statutory courses such as Safeguarding, Child Protection and Paediatric First Aid, during this past year some staff volunteered to attend the following courses: Maths, Sensory, Supporting Children's Speech, Language and Communication and SEN courses. All staff received Behaviour Management training and new ways of dealing with challenging behaviour have been implemented with positive outcomes.

The Pre-School has made some changes to our daily practice to encourage the children to be more independent, e.g. pouring their own drinks and finding their own name label when coming to have their snack at morning break time. We are helping the children to identify their own emotions by talking about how they are feeling during circle time, story time and whilst they are playing. A grateful parent donated £100 to the P-S when their child moved on to 'big school' and with it we bought a 'Emotions' rug. The rug has many faces on it all depicting our different emotions and the children are encouraged to talk about their feelings. We are always mindful to encourage good behaviour and kindness by using specific praise.

Like many nurseries and pre-schools we have struggled financially in recent years but the increase of 56p per hour to Government funding for 3-4 year-olds has really helped us to balance the books whilst at the same time rewarding our staff.

We continue to enjoy a good relationship with our local primary school and staff visit us occasionally and we visit them in the Summer Term, which helps each child to transition. We also follow their methods of teaching phonics.

In October Ofsted paid us a visit and we were very pleased and happy to receive an award of 'Outstanding'. All credit for this superb achievement goes to our dedicated leaders and staff who are very experienced, well trained and hard working. Here are a few of the comments that were made by the Ofsted inspector:

- The whole environment is exceptionally well planned and resourced
- Children's personal, social and emotional development is extremely well supported
- The curriculum is ambitious and well-sequenced which focuses on language and maths development
- Children with SEN and/or disability received excellent support
- Children's speech and language are very well developed across every age group
- Children have a positive attitude towards their learning, benefitting from a wealth of exciting opportunities and experiences
- Children behave exceptionally well
- Staff are wonderful role models. They continually strive to improve their professional knowledge and practice
- Parents are exceptionally happy with the high-quality levels of care and education their children receive.

Thank you to the 'Friends' of the Pre-School, our parents, who supported our charity fundraisers throughout the year and our particular thanks go to Jorja Goodall and Lucy Bodycombe who organised events such as a sponsored bounce, Easter bonnet making and sunflower growing.

St Mary's Pre-School Playgroup

Trustees' Report

In March, for World Book Day, a small theatre group visited to perform a South African folktale called Abiyoyo and the children loved it and responded enthusiastically. The children came to pre-school that day dressed as a book character.

In January we celebrated the Chinese New Year. The children ate noodles, beansprouts and peppers and they went home with a lucky bag containing a chocolate coin, a fortune cookie, a set of chopsticks, some decorations and a toy dragon.

In February we had a charity dress up week in aid of the charity 'Crackerjacks' which raises money for disabled children. We also raised money in June for the charity 'Go yellow for shine' which provides specialist advice and support for children and adults living with spina bifida and/or hydrocephalus. One of our children has this condition.

The police are regular visitors to the P-S and once again came to talk about road safety.

We celebrated the King's Coronation in May with a party. The children made crowns and royal carriages and each child was given a Union Jack flag and a special Coronation Teddy Bear.

We took receipt of some chick eggs last Spring and watched them hatch. The children enjoyed looking after them and were sad to see them go. The caterpillar kits captured their interest next followed by the delivery of an ant house! The children always enjoy making use of our 'Platinum Jubilee garden' and last year grew sunflowers, cress and beans.

A local theatre group 'The Hayes Players' closed last year but they very generously donated a gift to us of £5,000. We are so grateful for this money and we will use it where possible for 'the Arts'.

The Rev'd Amanda Spence from St Mary's Church, and one of our Trustees, visits the Pre-School regularly to talk to the children and the Church welcomes our parents and children each year for an Easter service, which included a parade of the children wearing their home-made Easter bonnets and an Easter egg hunt, Harvest Festival and a Nativity, which is always a crowd pleaser!

I would like to thank my fellow trustees for the time they give each year towards the care of the Pre-School and on behalf of all of us I extend my heartfelt thanks to Gina for her exemplary leadership and to the staff for their high standards of professionalism to the job and care of the children.

Carol Truelove

June 2024

St Mary's Pre-School Playgroup

Trustees' Report

Treasurer's Report

The Pre-School's principal sources of income emanate from fees (both session and lunch club) and fundraising. Session fees are paid for by the parents or funded by the London Borough of Bromley ("LBB") through Early Years national funding. Fundraising activities are organised by the Friends of the Pre-School.

The financial year ended 31st March 2024 represented a transitional year for the Pre-School leading up to the implementation of the Government's new Funding Regime as from 1st April 2024. In advance of this change Bromley Borough increased its funding rate for three and four year-olds in September 2023 from £5.20 to £5.76 per hour. This enabled the Pre-School to make a significant surplus, which in turn allowed the restoration of our General Fund to above our policy level of a minimum of £50,000. However financial pressures remain, particularly with the announced increase in minimum wage of 9.8% as from April 2024. In addition there remains a need for ongoing staff training on important topics, whilst safeguarding quite rightly continues to be a prime focus.

Total fee income at £217,980 increased by 13.3% with this being led by a 15.8% increase in Local Authority funding for the reasons mentioned in the previous paragraph. In addition the planned increased level of private fees for both sessions and lunch club (+12.5%) also contributed to the overall increase.

Total expenditure increased by 5.2% mainly on the back of a 5% increase to staff salaries in September 2023: the Trustees were pleased to be able to award this level of increase given the general inflationary pressures. Most other costs increased in line with inflation but the absence of paediatric training this year (c£800 every three years) helped to keep the overall cost increase to a manageable 4.6%.

Overall the income and expenditure movements led to a surplus of £10,044 - this compares to a deficit of £6,740 in 2022/23. This surplus has allowed the General Reserve to increase to £54,522 which is now back in excess of our reserve policy of maintaining a minimum of £50,000. The Trustees continue to remain comfortable from a going concern perspective with the level of General Reserve but this year's surplus should be viewed as a one-off. The Trustees are conscious of (1) some (understandable) uncertainty as to how new Funding Regime will impact the Pre-School in practice and (2) the significant increase in minimum wage which will lead overall to additional staff costs of c£10,000. However preliminary analysis would suggest that a breakeven outcome in the 2024/25 financial year should be possible.

Turning to Restricted Funds the main movement was a net outflow of c£1,442 on the Friends Fund due to their continuing support to the Pre-School with the costs of "extras" such as the very popular hatching of ducklings. This net outflow has been noted, especially in the context of the now reduced Fund level of £1,542, and efforts to increase fund-raising are to take place. In addition a new Restricted Fund was created following the receipt of a disability allowance from the Local Authority in relation to one specific pupil. However the Authority have confirmed that should we not use this allowance in full, then there is no restriction on its further use.

A new Designated Fund was created during the year as a result of a £5,000 donation from the Hayes Players. The intention is to use this Fund to support drama efforts in the Pre-School but the donation letter has made it clear that the use of this Fund is entirely at our discretion.

St Mary's Pre-School Playgroup

Trustees' Report

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The trustees must not approve the financial statements unless they are satisfied that they 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 charity for that period.

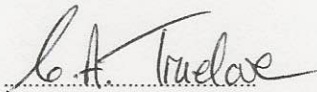
In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting 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 financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

The trustees are responsible for keeping sufficient 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.

The trustees' are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Board of Trustees and signed on its behalf by:



Carol Truelove, Chair

Date: 17 July 2024

St Mary's Pre-School Playgroup

Independent Examiner's Report to the trustees of St Mary's Pre-School Playgroup

I report to the trustees on my examination of the financial statements of St Mary's Pre-School Playgroup ('the charity') for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 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.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

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 giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do 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 financial statements to be reached.

DocuSigned by:

Hannah Fowlie

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Hannah Fowlie
Bourner Bullock
Chartered Accountants
114 St Martin's Ln
Covent Garden
London
WC2N 4BE

Date: 17 July 2024

St Mary's Pre-School Playgroup

Statement of Financial Activities for the Year Ended 31 March 2024 (including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

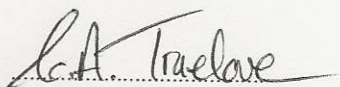
	Not	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2024 £	Total funds 2023 £
Income from						
Donations	2	-	5,000	3,886	8,886	2,617
Charitable activities	3	217,980	-	983	218,963	192,689
Investment income	4	600	-	-	600	145
Other income	5	358	-	-	358	364
Total Income		218,938	5,000	4,869	228,807	195,815
Expenditure on:						
Charitable activities	6	208,894	250	5,501	214,645	204,306
Total Expenditure		208,894	250	5,501	214,645	204,306
Net income/ (expenditure)		10,044	4,750	(632)	14,162	(8,491)
Net movement in funds		10,044	4,750	(632)	14,162	(8,491)
Reconciliation of funds						
Total funds brought forward	10	44,478	-	7,324	51,802	60,293
Total funds carried forward	10	54,522	4,750	6,692	65,964	51,802

All of the Charity's activities derive from continuing operations during the period.

St Mary's Pre-School Playgroup
(Charity number: 1122601)
Balance Sheet as at 31 March 2024

	Note	2024 £	2023 £
Current assets			
Cash at bank		75,022	59,541
Petty cash		98	5
		75,120	59,546
Liabilities: Amounts falling due within one year	9	9,156	7,744
Net current assets		65,964	51,802
Net assets			
		65,964	51,802
Restricted income funds	10	6,692	7,324
Unrestricted income funds	10	59,272	44,478
Total funds		65,964	51,802

The financial statements were approved by the trustees, and authorised for issue on 17.7.2024 and signed on their behalf by:



Carol Truelove, Chair

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2024

1 Accounting Policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)- (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following '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) (Second Edition)' rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

St Mary's Pre-School Playgroup meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historic cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis. The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Charitable funds

Unrestricted funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the Charity. The current policy of the charity is for unrestricted funds to be a minimum level of £50,000, which is approximately three months' ordinary expenditure. On this basis the trustees continue to adopt the going concern basis in preparing these financial statements.

Restricted funds represent monies that have been either donated or received in connection with a specific use, need or project and thus they may only be used in this connection. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Incoming Resources

Charitable activities relate to school fees and as from the financial year ended 31 March 2018 to the financial year ended 31 March 2024 are accounted for on an accruals basis and as such gives rise to Deferred Income.

All other income (including donations, gifts and grants) is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2024

1 Accounting Policies (continued)

Expenditure

All expenditure is recognised at the time it is incurred or (if earlier) once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. In addition, accruals are raised at the end of each accounting period for expenditure which has been incurred in that period but which has not been paid out by the period end.

Taxation

The charity is considered to pass the tests set out in Paragraph 1, Section 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3, Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Financial instruments

The charity only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities such as debtors and creditors and loans from related parties.

Financial assets that are measured at cost or amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found an impairment loss is recognised in profit and loss.

Financial assets and liabilities are offset and the net amount reported in the Balance Sheet where there is an 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.

The charity does not have anything other than basic financial instruments.

Debtors

Amounts owing to the charity at the end of any reporting period in respect of fees or other income are shown as debtors less any provision for amounts that may prove uncollectable. Prepayments are valued at the amount prepaid, net of any discounts.

Cash and cash equivalents

Cash and cash equivalents comprise cash-on-hand and call deposits, as well as any other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. The charity seeks to pay such obligations without delay and will accrue at the end of each accounting period for goods and services which has been incurred in that period but which has not been paid out by the period end.

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 though 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.

The trustees consider that there have been no significant judgements or accounting estimates in the year under review.

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2024

2 Income from donations

	Designated funds £	Restricted funds £	Total 2024 £	Total 2023 £
Grants and donations	5,000	3,886	8,886	2,617
	<u>5,000</u>	<u>3,886</u>	<u>8,886</u>	<u>2,617</u>

3 Charitable activities

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
LB Bromley fees	148,270	983	149,253	128,271
Other fees	69,710	-	69,710	64,418
	<u>217,980</u>	<u>983</u>	<u>218,963</u>	<u>192,689</u>

4 Investment income

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Interest receivable on bank deposits	600	-	600	145
	<u>600</u>	<u>-</u>	<u>600</u>	<u>145</u>

5 Other income

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Sale of photographs	353	-	353	324
Sundry Income	5	-	5	40
	<u>358</u>	<u>-</u>	<u>358</u>	<u>364</u>

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2024

6 Expenditure on charitable activities

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2024 £	Total 2023 £
Consumables and teaching supplies	4,232	-	5,209	9,441	7,718
Equipment purchase	-	-	-	-	400
Rent	14,951	-	-	14,951	14,752
Salary costs (including NI and pensions)	172,757	-	226	172,983	164,602
Photocopier	1,146	-	-	1,146	1,295
Sundry costs	1,621	250	-	1,871	2,558
Telephone and broadband	1,388	-	-	1,388	903
Office costs	405	-	-	405	-
Training costs (including courses)	363	-	66	429	978
Support costs (See note 6.1)	8,856	-	-	8,856	8,438
Governance costs (See note 6.1)	3,175	-	-	3,175	2,662
	<u>208,894</u>	<u>250</u>	<u>5,501</u>	<u>214,645</u>	<u>204,306</u>
Total					

6.1 Analysis of governance and support costs

	Support Costs £	Governance costs £	Total 2024 £
Accountancy fees	-	3,175	3,175
Bank charges	144	-	144
CRB checks	257	-	257
Insurance	674	-	674
Payroll and pension administration	6,949	-	6,949
Professional fee and subscriptions	832	-	832
Total	<u>8,856</u>	<u>3,175</u>	<u>12,031</u>

7 Trustees remuneration and expenses

Total staff costs are as set out in section 6 above. The average monthly headcount employed by the Pre-School in the year was 17 (2023: 16).

8 Related party transactions

No trustee, nor any person connected with them, has received any remuneration from the Pre-School during the year. In addition no trustee has received any reimbursed expenses or any other benefits during the year.

The Pre-School employs Bournier Bullock, Chartered Accountants for both Payroll Services and Independent Examination.

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2024

9 Creditors: amounts falling due within one year

	Total 2024	Total 2023
	£	£
Accruals: Accountancy fees	1,200	960
Accruals: Independent Examiner fees	1,200	960
Other accruals	3,682	2,579
Deferred income	2,340	2,128
Pension liability	734	1,117
	9,156	7,744

10 Funds

	Balance at 1 April 2023	Incoming resources	Resources expended	Balance at 31 March 2024
	£	£	£	£
Restricted funds				
SEN grant	2,824	-	(450)	2,374
Friends' money	2,984	3,005	(4,447)	1,542
Early Years People Premium	1,516	983	(604)	1,895
Disability access	-	881	-	881
	7,324	4,869	(5,501)	6,692
Unrestricted funds				
General unrestricted funds	44,478	218,938	(208,894)	54,522
Designated funds	-	5,000	(250)	4,750
Total funds	51,802	228,807	(214,645)	65,964

The specific purposes for which the funds are to be applied are as follows:

Restricted funds:

SEN grant – This represents monies received from the authorities specifically for supporting children with Special Educational Needs.

Friends – This represents the balance of fundraising activities organized by, for example, the parents under the banner of “The Friends” who then in turn agree to release funds to support specific items of expenditure.

Early Years People Premium – This represents monies received from the Borough for disadvantaged children, as well as some associated expenditure.

Disability Allowance – This represents a receipt of a disability allowance from the Local Authority in relation to one specific pupil. The local authority confirmed that should the allowance not be used in full, then there is no restriction on further use.

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2024

Designated funds:

Hayes Players Donation – This represents a donation from the Hayes Players with the intention to use the Fund to support drama efforts in the Pre-School. The donation letter has made it clear the use of the fund is entirely at the charity's discretion.

Unrestricted funds: these funds are provided by donors for support of the charity, without restriction on how funds should be deployed.

ST MARYS PRE-SCHOOL PLAYGROUP

England & Wales - Charity number 1122601

Accounts

Charity registration number: 1122601

St Mary's Pre-School Playgroup
Annual Report and Financial Statements
for the Year Ended 31 March 2023

St Mary's Pre-School Playgroup

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St Mary's Pre-School Playgroup

Reference and Administrative Details

Trustees

Mrs C Truelove
Rev A Spence
Mrs C Scriven
Mrs M Stannard
Mrs M Whytock

Principal address

Old Church Schools
86 Hayes Street
Hayes
Bromley
Kent
BR2 7BA

Charity Registration Number

1122601

Accountants

Bourner Bullock
Chartered Accountants
114 St Martin's Ln
Covent Garden
London
WC2N 4BE

Independent examiner

David Wheeler
Bourner Bullock
Chartered Accountants
114 St Martin's Ln
Covent Garden
London
WC2N 4BE

Website: www.stmaryspreschoolplaygroup.co.uk

St Mary's Pre-School Playgroup

Trustees' Report

Trustees' Report

The Trustees present their report along with the financial statements of the Charity for the year ended 31 March 2023. The financial statements have been prepared in accordance with the accounting policies set out on the ensuing pages and comply with the Trust Deed, Charities Act 2011 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 (2nd Edition, effective January 2019) ("Charities SORP").

The Trustees confirm that they have complied with the requirements of Section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

There is currently provision for a maximum of 5 Trustees as follows:

- The Chair, who will be chosen from candidates proposed by the Rector of Hayes Parish Church;
- The current Rector of Hayes Parish Church (or, should there not be one, a deputy chosen by the Parochial Church Council until such time as a new Rector is in place);
- A member of Hayes Parish Church, who shall be chosen by Hayes (Kent) Parochial Church Council;
- A Charity Secretary;
- The Treasurer (providing this in not a paid position);
- A separate Independent Trustee should the Treasurer not be a Trustee.

The Trustees who served during the year were as follows:

Mrs Carol Truelove	Chair
The Reverend Amanda Spence	Rector of Hayes Parish Church (from 1 st March 2023)
Mrs Clare Scriven	Independent Trustee
Mrs Mary Stannard	Member of Hayes Parish Church
Mr Mark Willoughby	Member of Hayes Parish Church (resigned 1 st March 2023)
Mrs Mary Whytock	Charity Secretary

The Trustees of the St Mary's Pre-School Playgroup (the 'PSPG') have the responsibility of promoting the aims of the Pre-School, which are to enhance the development and education of children primarily under statutory school age, by:

- a) Offering appropriate play, education and care facilities and family learning within a Christian ethos, 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;
- b) Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas; and
- c) Instigating and adhering to and furthering the aims and objectives of the Pre-School Learning Alliance.

St Mary's Pre-School Playgroup

Trustees' Report

Day-to-Day oversight of the Pre-School's activities is undertaken on the Trustees' behalf by the Chair supported by, amongst others, the following officers:

- The Treasurer;
- The Financial Advisor to the Trustees;
- The Pre-School Leader;
- The Deputy Pre-School Leader.

As part of these oversight duties the Chair has delegation from the Trustees to agree any matters that may be considered as non-material and/or part of 'business as usual'. However, any financial delegation rests solely with the Financial Advisor to the Trustees.

The power to and responsibility for the appointment and removal of Trustees rests with the Trustees collectively. Upon appointment Trustees receive the Trust's governing documents, the most recent Annual and Financial Reports and guides to good practice and governance. They meet with current Trustees for a briefing on the charity and its objectives and are also made aware of their Trustee responsibilities.

Report from the Chair of Trustees

The effects of COVID19 were still being felt at the Pre-School last April 2022 with staff absences quite high, including our leaders. Everyone pulled together and disruption of sessions was at a minimum, but it was a stressful time and our staff coped admirably. We continued to follow Government guidance re COVID adhering to strict systems of control including our rooms being deep cleaned every day.

In March 2023 the new Rector Designate of Hayes Parish Church, the Revd. Amanda Spence, was appointed a Trustee of the Pre-School and she was warmly welcomed by the Trust. Amanda is keen to support the work of the P-S and visits regularly to talk and read to the children. Their families are warmly invited to the church to attend regular and some special services throughout the year such as the Christingle service near Christmas. With Amanda's encouragement the 'Friends' organised an enjoyable coffee morning at the church for parents and we hope this will become a regular event.

At the present time the P-S employs 13 permanent staff and 4 temporary staff. Our Leader, Gina Goddard and Deputy, Ella Skipp, together with our Room Leaders ensure the safe running of the P-S every day whilst providing an interesting and challenging curriculum. The children are their top priority, but they also work to ensure each member of staff feels supported and motivated and regular supervisory meetings take place to review their CPD (Continuous Personal Development), well-being and to review their assessments of their Keyworker children. All staff have had a job appraisal interview with myself and Gina. These were insightful and helpful and offered the opportunity to discover where improvements in our practices could be made. One member of staff, who is our SEN Co-ordinator, received a long-service gift this year for being with us for 25 years. Our curriculum plans have been enhanced this year through the efforts and expertise of one member of staff who joined us last year and is a qualified teacher. Our staff are committed to keeping parents informed of their child's progress and particularly they have had a number of face-to-face reviews with parents of children with speech and language, behaviour or medical concerns. The leaders particularly have also provided help in chasing up appointments and referrals.

Our staff volunteer for various training courses throughout each year including Personal, Social and Emotional Development and Schemas (how children learn in different ways), which is particularly helpful so that we can teach each child more effectively. All staff completed their Paediatric First Aid training, which included defibrillator training and their statutory Safeguarding training was completed again this year.

This past year we have supported 13 children with special needs and our SENCo and leaders have worked tirelessly with parents and outside agencies to determine the best support for the children and each child had a written support plan. The SEN Advisory team from Bromley Borough have visited us a few times and gave help and advice about various strategies to help the children. They gave training on how to use literacy effectively when teaching children with speech and language difficulties and ran a behaviour management workshop which helped us to enhance our behaviour management strategies. They kindly offered us some very positive feedback about our P-S, which we were pleased to receive.

St Mary's Pre-School Playgroup

Trustees' Report

As at March 2023 the Pre-School is full to capacity every morning, i.e. 48 children, and over 28 children attend each of our 3 afternoon sessions. The Pre-School has a good staff/children ratio of 1:6 for the 3-4 year olds, and 1:4 for the 2-3 year olds.

We continue to enjoy a happy and supportive relationship with our parents and the P-S often receives emails of thanks and praise from them. They generously support the work of the P-S by taking part in various fundraising activities organised by the Friends. I would like to acknowledge the work of the Friends committee for their enthusiasm and efforts to raise money for any extra curricular activities we enjoy providing for the children. This year again the children enjoyed a Christmas Panto and Party, a Platinum Jubilee celebration, a Chinese New Year celebration and receipt of 5 duckling eggs to hatch and nurture along with some 'Caterpillar' kits. The funds also bought some new resources including play food and utensils, stencils, polydron, a map of the world and a children's globe. We are so grateful to the fund-raising team, thank you.

Three charity fundraisers were held this year. We had 'dress up' week to raise money for the Crackerjacks Children's Trust which helps children and their families with severe disabilities, 'Xmas Jumper Day' for Save the Children and 'make your own Pudsey ears' for Children in Need. We celebrated World Book Day with a visit from a local theatre group performing 'Olivia and the Moon Dragon' which was wonderful. A past parent visited us to talk to the children about Diwali and we celebrated the Chinese New Year eating noodles, dressing up in traditional Chinese clothes and the children took home a fortune cookie and an Ang Pow bag (traditional lucky bag) with a chocolate coin inside.

The church welcomed parents and children for an Easter service in which we enjoyed a parade of the children wearing their home-made Easter bonnets and an Easter egg hunt. We returned in the Autumn term for Harvest Festival and a Nativity which was enchanting and wonderfully performed to onlooking proud parents. Our youngest children did not attend the Nativity but enjoyed their own Christmas sing-a-long to their parents.

The children continue to enjoy our garden area which we have named 'Platinum Jubilee Garden'. The Friends have generously bought some children's gardening tools and they have enjoyed digging, weeding, planting wildflowers to encourage insects and wildlife, playing in the 'mud kitchen' and making bird feeds.

On behalf of all the Trustees I would like to thank our leaders and staff for their consistent high standards of work with the children and the contributions they make each year to making the Pre-School a safe, secure and happy environment in which our children can thrive and reach their full potential.

Carol Truelove

June 2023

St Mary's Pre-School Playgroup

Trustees' Report

Treasurer's Report

The Pre-School's principal sources of income emanate from fees (both session and lunch club) and fundraising. Session fees are paid for by the parents or funded by the London Borough of Bromley ("LBB") through Early Years national funding. Fundraising activities are organised by the Friends of the Pre-School.

With the main impacts of the pandemic now thankfully behind us, the financial year ended 31st March 2023 again represented a more normal year for the Pre-School. However financial pressures remain with an enhanced sanitisation regime continuing to take its toll financially with increased costs on cleaning products, as well as some additional working hours now being needed. In addition there remains a greater need for ongoing staff training on important topics, whilst safeguarding quite rightly continues to be a prime focus.

Total fee income at £192,455 increased by 1.6% but within this there was a fall of some 2.4% in Local Authority funding due to a slight drop in qualifying numbers. However the planned increased level of fees of private fees for both sessions and lunch club (+10.7%) ensured that total income was increased.

Total expenditure increased by a modest 1.2% as the focus on cost control continued. Staff costs actually decreased by 0.5% but this was solely due to maternity costs being fully reimbursed by the Government. Most other costs increased in line with inflation but there were a couple of one-off items totalling c£800.

Overall the income and expenditure movements led to a deficit of £6,740 – this compares to a deficit of £7,600 in 2021/22. The deficit has been deducted from the General Reserve which as a result has fallen to £44,478: this level is now below our reserve policy of looking for a minimum of £50,000. The Trustees however remain comfortable from a going concern perspective with this reduced level but have acknowledged the need to address this and are taking steps to restore profitability, or at least a break-even position. There are also some external factors to take into account (see below).

As mentioned above the Trustees are conscious of the need to achieve a break-even position as a minimum and have taken the decision to increase the private fees again by some 12.5%. In coming to this decision the Trustees are very conscious of the current inflation situation and thus opportunities to reduce overall costs at the moment are probably limited. Fortunately reaction from parents to the increased fees, which will come into effect in September this year, has been supportive.

A key external factor though is the Government's recent announcement that early year's funding will be extended to two-year old children as from April 2024. Perhaps not unexpectedly, but equally not that helpfully, the detail on this in terms of amounts etc is not yet available: however, the impact could be significant.

Turning to Restricted Funds income totalled £2,851 with the vast majority of this (£2,617) coming from the fundraising activities of the "Friends". Expenditure on Restricted Funds totalled £4,602 with again the lion's share of this relating to the Friends through equipment purchases and other donations. It was good to see the Friends' activities in "full swing" again post the pandemic.

St Mary's Pre-School Playgroup

Trustees' Report

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The trustees must not approve the financial statements unless they are satisfied that they 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 charity for that period.

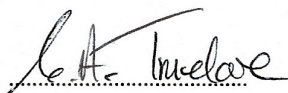
In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting 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 financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

The trustees are responsible for keeping sufficient 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.

The trustees' are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Board of Trustees and signed on its behalf by:



Carol Truelove, Chair

Date: 19 July 2023

St Mary's Pre-School Playgroup

Independent Examiner's Report to the trustees of St Mary's Pre-School Playgroup

I report to the trustees on my examination of the financial statements of St Mary's Pre-School Playgroup ('the charity') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 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.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

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 giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do 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 financial statements to be reached.



.....
David Wheeler
Bourner Bullock
Chartered Accountants
114 St Martin's Ln
Covent Garden
London
WC2N 4BE

Date: 19.07.2023

St Mary's Pre-School Playgroup

Statement of Financial Activities for the Year Ended 31 March 2023 (including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total funds 2023 £	Total funds 2022 £
Income from					
Donations	2	-	2,617	2,617	352
Charitable activities	3	192,455	234	192,689	192,040
Investment income	4	145	-	145	7
Other income	5	364	-	364	1,412
Total Income		<u>192,964</u>	<u>2,851</u>	<u>195,815</u>	<u>193,811</u>
Expenditure on:					
Charitable activities	6	<u>199,704</u>	<u>4,602</u>	<u>204,306</u>	<u>201,004</u>
Total Expenditure		<u>199,704</u>	<u>4,602</u>	<u>204,306</u>	<u>201,004</u>
Net income/ (expenditure)		<u>(6,740)</u>	<u>(1,751)</u>	<u>(8,491)</u>	<u>(7,193)</u>
Net movement in funds		<u>(6,740)</u>	<u>(1,751)</u>	<u>(8,491)</u>	<u>(7,193)</u>
Reconciliation of funds					
Total funds brought forward	11	<u>51,218</u>	<u>9,075</u>	<u>60,293</u>	<u>67,486</u>
Total funds carried forward	11	<u>44,478</u>	<u>7,324</u>	<u>51,802</u>	<u>60,293</u>

All of the Charity's activities derive from continuing operations during the period.

St Mary's Pre-School Playgroup
(Charity number: 1122601)
Balance Sheet as at 31 March 2023

	Note	2023 £	2022 £
Current assets			
Debtors	9	-	110
Cash at bank		59,541	68,239
Petty cash		5	40
		59,546	68,389
Liabilities: Amounts falling due within one year	10	7,744	8,096
Net current assets		51,802	60,293
Net assets		51,802	60,293
Restricted income funds	11	7,324	9,075
Unrestricted income funds	11	44,478	51,218
Total funds		51,802	60,293

The financial statements were approved by the trustees, and authorised for issue on 19/7/23 and signed on their behalf by:



Carol Truelove, Chair

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2023

1 Accounting Policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)- (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following '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) (Second Edition)' rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

St Mary's Pre-School Playgroup meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historic cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis. The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Charitable funds

Unrestricted funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the Charity. The current policy of the charity is for unrestricted funds to be a minimum level of £45,000, which is approximately three months' ordinary expenditure. On this basis the trustees continue to adopt the going concern basis in preparing these financial statements.

Restricted funds represent monies that have been either donated or received in connection with a specific use, need or project and thus they may only be used in this connection. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Incoming Resources

Charitable activities relate to school fees and as from the financial year ended 31 March 2021 are accounted for on an accruals basis and as such gives rise to both Debtors and Deferred Income.

All other income (including donations, gifts and grants) is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2023

1 Accounting Policies (continued)

Expenditure

All expenditure is recognised at the time it is incurred or (if earlier) once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. In addition, accruals are raised at the end of each accounting period for expenditure which has been incurred in that period but which has not been paid out by the period end.

Taxation

The charity is considered to pass the tests set out in Paragraph 1, Section 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3, Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Financial instruments

The charity only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities such as debtors and creditors and loans from related parties.

Financial assets that are measured at cost or amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found an impairment loss is recognised in profit and loss.

Financial assets and liabilities are offset and the net amount reported in the Balance Sheet where there is an 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.

The charity does not have anything other than basic financial instruments.

Debtors

Amounts owing to the charity at the end of any reporting period in respect of fees or other income are shown as debtors less any provision for amounts that may prove uncollectable. Prepayments are valued at the amount prepaid, net of any discounts.

Cash and cash equivalents

Cash and cash equivalents comprise cash-on-hand and call deposits, as well as any other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. The charity seeks to pay such obligations without delay and will accrue at the end of each accounting period for goods and services which has been incurred in that period but which has not been paid out by the period end.

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 though 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.

The trustees consider that there have been no significant judgements or accounting estimates in the year under review.

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2023

2 Income from donations

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Grants and donations	-	2,617	2,617	352
	-	2,617	2,617	352

3 Charitable activities

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
LB Bromley fees	128,037	234	128,271	133,876
Other fees	64,418	-	64,418	58,164
	192,455	234	192,689	192,040

4 Investment income

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Interest receivable on bank deposits	145	-	145	7
	145	-	145	7

5 Other income

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Sale of photographs	364	-	364	1,412
	364	-	364	1,412

Other income received during the year relates to income received from the sale of pupil photographs.

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2023

6 Expenditure on charitable activities

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Consumables and teaching supplies	3,561	4,157	7,718	5,646
Equipment purchase	400	-	400	-
Rent	14,752	-	14,752	14,110
Salary costs (including NI and pensions)	164,235	367	164,602	166,045
Photocopier	1,295	-	1,295	1,240
Sundry costs	2,558	-	2,558	2,568
Telephone and broadband	903	-	903	825
Training costs (including courses)	900	78	978	220
Support costs (See note 6.1)	8,438	-	8,438	7,626
Governance costs (See note 6.1)	2,662	-	2,662	2,724
	<u>199,704</u>	<u>4,602</u>	<u>204,306</u>	<u>201,004</u>
Total				

6.1 Analysis of governance and support costs

	Support Costs £	Governance costs £	Total 2023 £
Accountancy fees	-	2,662	2,662
Bank charges	139	-	139
CRB checks	285	-	285
Insurance	642	-	642
Payroll and pension administration	5,977	-	5,977
Professional fee and subscriptions	1,395	-	1,395
Total	<u>8,438</u>	<u>2,662</u>	<u>11,100</u>

7 Trustees remuneration and expenses

Total staff costs are as set out in section 6 above. The average monthly headcount employed by the Pre-School in the year was 16 (2022: 16).

8 Related party transactions

No trustee, nor any person connected with them, has received any remuneration from the Pre-School during the year. In addition no trustee has received any reimbursed expenses or any other benefits during the year.

The Pre-School employs Bourner Bullock, Chartered Accountants for both Payroll Services and Independent Examination.

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2023

9 Debtors

	Total 2023 £	Total 2022 £
Other debtors	-	110
	-	110
	-	110

10 Creditors: amounts falling due within one year

	Total 2023 £	Total 2022 £
Accruals: Accountancy fees	960	882
Accruals: Independent Examiner fees	960	882
Other accruals	2,579	3,925
Deferred income	2,128	1,769
Pension liability	1,117	638
	7,744	8,096
	7,744	8,096

11 Funds

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Restricted funds				
SEN grant	3,364	-	(540)	2,824
Friends' money	4,139	2,617	(3,772)	2,984
Early Years People Premium	1,572	234	(290)	1,516
	9,075	2,851	(4,602)	7,324
Unrestricted funds				
General unrestricted funds	51,218	192,964	(199,704)	44,478
Total funds	60,293	195,815	(204,306)	51,802

The specific purposes for which the funds are to be applied are as follows:

Restricted funds:

SEN grant – This represents monies received from the authorities specifically for supporting children with Special Educational Needs.

Friends – This represents the balance of fundraising activities organized by, for example, the parents under the banner of “The Friends” who then in turn agree to release funds to support specific items of expenditure.

Early Years People Premium – This represents monies received from the Borough for disadvantaged children, as well as some associated expenditure.

Unrestricted funds: these funds are provided by donors for support of the charity, without restriction on how funds should be deployed.

ST MARYS PRE-SCHOOL PLAYGROUP

England & Wales - Charity number 1122601

Accounts

Charity registration number: 1122601

St Mary's Pre-School Playgroup
Annual Report and Financial Statements
for the Year Ended 31 March 2022

St Mary's Pre-School Playgroup

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St Mary's Pre-School Playgroup

Reference and Administrative Details

Trustees

Mrs C Truelove
Mrs C Scriven (Appointed 30th June 2021)
Mrs M Stannard (Appointed 26th May 2021)
Mr M Willoughby
Mrs M Whytock

Principal address

Old Church Schools
86 Hayes Street
Hayes
Bromley
Kent
BR2 7BA

Charity Registration Number

1122601

Accountants

Bourner Bullock
Chartered Accountants
Sovereign House
212-224 Shaftesbury Avenue
London
WC2H 8HQ

Independent examiner

Hannah Fowle ACA ACG
Bourner Bullock
Chartered Accountants
Sovereign House
212-224 Shaftesbury Avenue
London
WC2H 8HQ

Website: www.stmaryspreschoolplaygroup.co.uk

St Mary's Pre-School Playgroup

Trustees' Report

Trustees' Report

The Trustees present their report along with the financial statements of the Charity for the year ended 31 March 2022. The financial statements have been prepared in accordance with the accounting policies set out on the ensuing pages and comply with the Trust Deed, Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts on accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The Trustees confirm that they have complied with the requirements of Section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

There is currently provision for a maximum of 5 Trustees as follows:

- The Chair, who will be chosen from candidates proposed by the Rector of Hayes Parish Church;
- The current Rector of Hayes Parish Church (or, should there not be one, a deputy chosen by the Parochial Church Council until such time as a new Rector is in place);
- A member of Hayes Parish Church, who shall be chosen by Hayes (Kent) Parochial Church Council;
- A Charity Secretary;
- The Treasurer (providing this is not a paid position);
- A separate Independent Trustee should the Treasurer not be a Trustee.

The Trustees who served during the year were as follows:

Mrs Carol Truelove	Chair
Mrs Caroline Lewis	Charity Secretary (resigned 30 th June 2021)
The Reverend Napoleon John	Rector of Hayes Parish Church (resigned 26 th May 2021)
Mrs Clare Scriven	Independent Trustee (from 30 th June 2021)
Mrs Mary Stannard	Member of Hayes Parish Church (from 26 th May 2021)
Mr Mark Willoughby	Member of Hayes Parish Church
Mrs Mary Whytock	Independent Trustee (until 30 th June 2021)
	Charity Secretary (from 30 th June 2021)

The Trustees of the St Mary's Pre-School Playgroup (the 'PSPG') have the responsibility of promoting the aims of the Pre-School, which are to enhance the development and education of children primarily under statutory school age, by:

- a) Offering appropriate play, education and care facilities and family learning within a Christian ethos, 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;
- b) Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas; and
- c) Instigating and adhering to and furthering the aims and objectives of the Pre-School Learning Alliance.

St Mary's Pre-School Playgroup

Trustees' Report

Day-to-Day oversight of the Pre-School's activities are undertaken on the Trustees' behalf by the Chair supported by, amongst others, the following Officers:

- The Treasurer;
- The Financial Advisor to the Trustees;
- The Pre-School Leader;
- The Deputy Pre-School Leader.

As part of these oversight duties the Chair has delegation from the Trustees to agree any matters that may be considered as non-material and/or part of "business as usual". However, any financial delegation rests with the Financial Advisor to the Trustees.

The power to and responsibility for the appointment and removal of Trustees rests with the Trustees collectively. Upon appointment Trustees receive the Trust's governing documents, the most recent Annual and Financial Reports and guides to good practice and governance. They meet with current Trustees for briefing on the charity and its objectives. They are also made aware of their Trustee responsibilities.

Chair's Report

Report from the Chair of Trustees

At the start of the financial year (2021/22) the Pre-School was still operating under strict Government guidance to run safely amid the COVID pandemic crisis. Our children were still split into 3 'bubbles' and each bubble remained totally separate from the others and the staff did not mix. Strict cleaning of equipment and sanitisation of individuals was enforced, the staff were regularly home testing themselves and the parents were fully engaged with our infection control procedures. All of these measures contributed to a very low number of COVID cases at the Pre-School throughout the pandemic and very few sessions had to be cancelled at the last minute due to lack of staff cover. If one bubble shut down for a session, the other two stayed open.

By the second half of the Spring Term 2021 most of our children had returned to the school. Our staff monitored the children carefully for any signs of anxiety after the pandemic, especially those going on to Primary school in the September.

The Pre-School enjoys a happy and helpful relationship with our 2 local Primary schools. Our 'leavers' are invited to these schools during the summer term to help their transition to the school in September and an Early Years' teacher has also visited on occasion to discuss with our staff how best we can help the children prepare for Primary school. One staff member has received training on how phonics is taught at one of the Primary schools, which helps greatly with continuity of learning.

The Pre-School works closely with local agencies and has received a visit from the Special Needs Area Co-ordinator which proved to be very beneficial and contributed enormously to our work in this field. A speech and language therapist was invited to the school to give some training on teaching techniques and how to get the right help for the children. All the children with these difficulties have now been reviewed and we are supporting the parents, including chasing appointments with specialists, as they try to get the right help.

At present we employ 13 permanent members of staff, 12 of whom have remained in post since last year and one new member who joined us in September 2021, a qualified teacher with SEN expertise. We also employ 2 staff on temporary contracts. During the past year 3 members of staff have received a long-service award, having completed 15 or more years of service. Our staff attend weekly staff meetings, at which SEN matters are always discussed. They also attend regular supervisory meetings given by our leaders. The statutory Safeguarding and Paediatric First Aid courses are attended by all, as well as weekly 'in-house' training on good practice and best teaching strategies. They are encouraged to attend other courses to keep the Pre-School in touch with up-to-date teaching strategies for 'Language', 'Literacy and Learning', 'Mathematical Minds' and 'Support Physical Development'. Other courses that have interested our staff are 'Introduction to Schemas', 'Personal and Social Development in Practice' and 'Expressive Arts and Design'.

St Mary's Pre-School Playgroup

Trustees' Report

As at March 2022 the Pre-School is full to capacity every morning, i.e. 48 children, and over 20 children attend each of our 3 afternoon sessions. The Pre-School has a good staff/children ratio of 1:6 for the 3-4 year olds, and 1:4 for the 2-3 year olds.

We operate an 'open door' practice for parents at the Pre-School so that they can always share any news or concerns, but more formally each member of staff will arrange meetings with the parents of their 'Keyworker children' every term to discuss their development and progress. At the beginning of the school year 2/3 parent representatives are appointed. They are invited to attend the termly meetings of the Trustees and act as a 'mouthpiece' for the parents to pass on any questions or constructive criticism they might have, or to give some positive feedback, which, I am pleased to report, occurs regularly. We are, and have been, particularly throughout the pandemic, very thankful to the parents for their help and support in our care of their children and their learning. The Pre-School does receive many positive emails of thanks and praise from the parents throughout the year.

We are very fortunate and most grateful to have the support of 'The Friends' at the Pre-School who enthusiastically raise money for us throughout the year, although the pandemic prevented many of our usual events. However, their funds meant that the children could enjoy an Xmas Panto, 'The Greediest Elf' and party, a Chinese New Year celebration, a visit from 'Reptile Razzmatazz' and 5 duckling eggs to hatch in an incubator and enjoy each day for a week, including watching their first attempts in the water! The staff held a charity fundraiser for the Crackerjacks Children's Trust, which helps children and their families with severe disabilities and all children joined in by wearing their favourite dressing-up costume and making a donation.

As is normal, the children visited St Mary's church throughout the year. Harvest Festival was celebrated, the children performed a heart-warming Nativity to the parents, an Easter service was attended, which included an Easter bonnet parade and easter egg hunt, and they gave an emotional 'end of year concert' for the parents.

This year the Pre-School was pleased to welcome the Police who came to talk to the children about road safety and 'talking to strangers'. We also welcomed an Oral Health Visitor.

We now have our own garden area at the Pre-School in which the children can enjoy digging, growing flowers and vegetables and will delight in having their own 'Bug Hotel'! Money from the Friends will be used to buy garden tools, wellie boots and overalls for the children.

Our Constitution was revised and rewritten this past year to more accurately reflect what really happens with the management of the Pre-School and its needs and practices. The new Constitution was adopted by the Trustees in September 2021 and then approved by the Charity Commission.

The Trustees would like to pay tribute to our leaders and staff who are loyal, dedicated, extremely hard-working and committed to always giving the best care and attention to all the children. Our thanks also go to our supportive parents and the Friends.

Carol Truelove

June 2022

St Mary's Pre-School Playgroup

Trustees' Report

Treasurer's Report

The Pre-School's principal sources of income emanate from fees (both session and lunch club) and fundraising. Session fees are paid for by the parents or funded by the London Borough of Bromley ("LBB") through Early Years national funding. Fundraising activities are organised by the Friends of the Pre-School.

With the second Government lockdown ending in March 2021 the financial year ended 31st March 2022 represented a near normal year, with only limited impact from the pandemic in terms of the main items of income and expenditure. However the enhanced sanitisation regime did take its toll financially with increased costs on cleaning products, as well as some additional working hours being needed.

Due to the main impact of the pandemic coinciding with the previous financial year, a year-on-year comparison is not that helpful. A more meaningful exercise is to look back to the year ended 31st March 2020 and this will be the main focus of the commentary below.

Total fee income at £189,390 was almost exactly the same as the 2019/20 level, whilst total expenditure at £198,409 was increased by a modest 1.0%, mainly due to an 2.5% increase in staff costs and the aforementioned need for additional sanitising products.

Overall the income and expenditure movements led to a deficit of £7,600 – this compares to a deficit of £4,768 in 2019/20. The deficit has been deducted from the General Reserve but it is important to note that the revised level of this Reserve at £51,218 remains in excess of policy. Activity on the Restricted Funds has been modest during the year with, understandably, activities of the Friends still being fairly minimal. However the 2022 Summer Term is pleasingly seeing a renewal of fund-raising activities and such like.

The Trustees have discussed at length the need to return the outcome to a break-even position in the current financial year and this will be considerably helped by a previously planned increase in the private fees from September 2022. The Government also announced a modest uplift in the Early Years national funding from April 2022. Some modest reduction in staffing costs has also been identified but the Trustees are very conscious of the current inflation situation and thus opportunities to reduce overall costs at the moment are probably limited.

St Mary's Pre-School Playgroup

Trustees' Report

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The trustees must not approve the financial statements unless they are satisfied that they 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 charity for that period.

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 judgments and accounting 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 financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

The trustees are responsible for keeping sufficient 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.

Approved by the Board of Trustees and signed on its behalf by:



Carol Truelove, Chair

Date: 21.7.22

St Mary's Pre-School Playgroup

Independent Examiner's Report to the trustees of St Mary's Pre-School Playgroup

I report to the trustees on my examination of the financial statements of St Mary's Pre-School Playgroup ('the charity') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 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.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

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 giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do 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 financial statements to be reached.

H Fowlie
.....
Hannah Fowlie ACA ACG
Bourner Bullock
Chartered Accountants
Sovereign House
212-224 Shaftesbury Avenue
London
WC2H 8HQ

Date: *21 JULY 2022*

St Mary's Pre-School Playgroup

Statement of Financial Activities for the Year Ended 31 March 2022 (including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

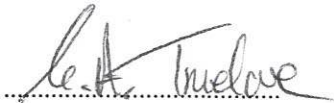
	Note	Unrestricted funds £	Restricted funds £	Total funds 2022 £	Total funds 2021 £
Income from					
Donations	2	-	352	352	3,517
Charitable activities	3	189,390	2,650	192,040	186,226
Investment income	4	7	-	7	17
Other income	5	1,412	-	1,412	-
Total Income		<u>190,809</u>	<u>3,002</u>	<u>193,811</u>	<u>189,760</u>
Expenditure on:					
Charitable activities	6	198,409	2,595	201,004	182,330
Total Expenditure		<u>198,409</u>	<u>2,595</u>	<u>201,004</u>	<u>182,330</u>
Net income/ (expenditure)		<u>(7,600)</u>	<u>407</u>	<u>(7,193)</u>	<u>7,430</u>
Net movement in funds		<u>(7,600)</u>	<u>407</u>	<u>(7,193)</u>	<u>7,430</u>
Reconciliation of funds					
Total funds brought forward	11	<u>58,818</u>	<u>8,668</u>	<u>67,486</u>	<u>60,056</u>
Total funds carried forward	11	<u>51,218</u>	<u>9,075</u>	<u>60,293</u>	<u>67,486</u>

All of the Charity's activities derive from continuing operations during the period.

St Mary's Pre-School Playgroup
(Charity number: 1122601)
Balance Sheet as at 31 March 2022

	Note	2022 £	2021 £
Current assets			
Debtors	9	110	98
Cash at bank		68,239	73,052
Petty cash		40	104
		68,389	73,254
Liabilities: Amounts falling due within one year	10	8,096	5,768
Net current assets		60,293	67,486
Net assets		60,293	67,486
Restricted income funds	11	9,075	8,668
Unrestricted income funds	11	51,218	58,818
Total funds		60,293	67,486

The financial statements were approved by the trustees, and authorised for issue on 21-7-22 and signed on their behalf by:



Carol Truelove, Chair

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2022

1 Accounting Policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Basis of preparation

The financial statements have been prepared in accordance with 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Second Edition)' and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following '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) (Second Edition)' rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

St Mary's Pre-School Playgroup meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historic cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis. The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Charitable funds

Unrestricted funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the Charity. The current policy of the charity is for unrestricted funds to be a minimum level of £45,000, which is approximately three months' ordinary expenditure. On this basis the trustees continue to adopt the going concern basis in preparing these financial statements.

Restricted funds represent monies that have been either donated or received in connection with a specific use, need or project and thus they may only be used in this connection. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Incoming Resources

Charitable activities relate to school fees and as from the financial year ended 31 March 2021 are accounted for on an accruals basis and as such gives rise to both Debtors and Deferred Income.

All other income (including donations, gifts and grants) is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2022

1 Accounting Policies (continued)

Expenditure

All expenditure is recognised at the time it is incurred or (if earlier) once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. In addition, accruals are raised at the end of each accounting period for expenditure which has been incurred in that period but which has not been paid out by the period end.

Taxation

The charity is considered to pass the tests set out in Paragraph 1, Section 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3, Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Financial instruments

The charity only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities such as debtors and creditors and loans from related parties.

Financial assets that are measured at cost or amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found an impairment loss is recognised in profit and loss.

Financial assets and liabilities are offset and the net amount reported in the Balance Sheet where there is an 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.

The charity does not have anything other than basic financial instruments.

Debtors

Amounts owing to the charity at the end of any reporting period in respect of fees or other income are shown as debtors less any provision for amounts that may prove uncollectable. Prepayments are valued at the amount prepaid, net of any discounts.

Cash and cash equivalents

Cash and cash equivalents comprise cash-on-hand and call deposits, as well as any other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. The charity seeks to pay such obligations without delay and will accrue at the end of each accounting period for goods and services which has been incurred in that period but which has not been paid out by the period end.

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 though 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.

The trustees consider that there have been no significant judgements or accounting estimates in the year under review.

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2022

2	Income from donations	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
	Grants and donations	-	352	352	3,517
		-	352	352	3,517
3	Charitable activities	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
	LB Bromley fees	131,226	2,650	133,876	148,226
	Other fees	58,164	-	58,164	38,140
		189,390	2,650	192,040	186,226
4	Investment income	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
	Interest receivable on bank deposits	7	-	7	17
		7	-	7	17
5	Other income	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
	Sale of photographs	1,412	-	1,412	-
		1,412	-	1,412	-

Other income received during the year relates to income received from the sale of pupil photographs.

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2022

6 Expenditure on charitable activities

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Consumables and teaching supplies	4,109	1,537	5,646	4,342
Equipment purchase	-	-	-	276
Rent	14,110	-	14,110	11,351
Salary costs (including NI and pensions)	164,987	1,058	166,045	150,558
Photocopier	1,240	-	1,240	-
Sundry costs	2,568	-	2,568	2,526
Telephone and broadband	825	-	825	806
Training costs (including courses)	220	-	220	494
Support costs (See note 6.1)	7,626	-	7,626	9,596
Governance costs (See note 6.1)	2,724	-	2,724	2,381
	<u>198,409</u>	<u>2,595</u>	<u>201,004</u>	<u>182,330</u>
Total				

6.1 Analysis of governance and support costs

	Support Costs £	Governance costs £	Total 2022 £
Accountancy fees	-	2,724	2,724
Advertising	-	-	-
Bank charges	109	-	109
CRB checks	172	-	172
Insurance	618	-	618
Office costs	-	-	-
Payroll and pension administration	5,552	-	5,552
Professional fee and subscriptions	1,175	-	1,175
Total	<u>7,626</u>	<u>2,724</u>	<u>10,350</u>

7 Trustees remuneration and expenses

Total staff costs are as set out in section 6 above. The average monthly headcount employed by the Pre-School in the year was 16 (2021: 16).

8 Related party transactions

No trustee, nor any person connected with them, has received any remuneration from the Pre-School during the year. In addition no trustee has received any reimbursed expenses or any other benefits during the year.

The Pre-School employs Bournier Bullock, Chartered Accountants for both Payroll Services and Independent Examination.

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2022

9 Debtors

	Total 2022	Total 2021
	£	£
Other debtors	110	98
	110	98

10 Creditors: amounts falling due within one year

	Total 2022	Total 2021
	£	£
Accruals: Accountancy fees	882	840
Accruals: Independent Examiner fees	882	840
Other accruals	3,925	2,165
Deferred income	1,769	1,220
Pension liability	638	703
	8,096	5,768

11 Funds

	Balance at 1 April 2021	Incoming resources	Resources expended	Balance at 31 March 2022
	£	£	£	£
Restricted funds				
SEN grant	3,252	1,170	(1,058)	3,364
Friends' money	4,548	352	(761)	4,139
Early Years People Premium	868	1,480	(776)	1,572
	8,668	3,002	(2,595)	9,075
Unrestricted funds				
General unrestricted funds	58,818	190,809	(198,409)	51,218
Total funds	67,486	193,811	(201,004)	60,293

The specific purposes for which the funds are to be applied are as follows:

Restricted funds:

SEN grant – This represents monies received from the authorities specifically for supporting children with Special Educational Needs.

Friends – This represents the balance of fundraising activities organized by, for example, the parents under the banner of “The Friends” who then in turn agree to release funds to support specific items of expenditure.

Early Years People Premium – This represents monies received from the Borough for disadvantaged children, as well as some associated expenditure.

Unrestricted funds: these funds are provided by donors for support of the charity, without restriction on how funds should be deployed.

ST MARYS PRE-SCHOOL PLAYGROUP

England & Wales - Charity number 1122601

Accounts

Charity registration number: 1122601

St Mary's Pre-School Playgroup
Annual Report and Financial Statements
for the Year Ended 31 March 2021

St Mary's Pre-School Playgroup

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St Mary's Pre-School Playgroup

Reference and Administrative Details

Trustees

Mrs C Truelove
Mrs C Lewis
Rev N John
Mr M Willoughby
Mrs M Whytock (Appointed 29th July 2020)

Principal address

Old Church Schools
86 Hayes Street
Hayes
Bromley
Kent
BR2 7BA

Charity Registration Number

1122601

Accountants

Bourner Bullock
Chartered Accountants
Sovereign House
212-224 Shaftesbury Avenue
London
WC2H 8HQ

Independent examiner

Mr David Wheeler FCCA ACA
Bourner Bullock
Chartered Accountants
Sovereign House
212-224 Shaftesbury Avenue
London
WC2H 8HQ

Website: www.stmaryspreschoolplaygroup.co.uk

St Mary's Pre-School Playgroup

Trustees' Report

Trustees' Report

The Trustees present their report along with the financial statements of the Charity for the year ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out on the ensuing pages and comply with the Trust Deed, Charities Act 2011 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).

The Trustees confirm that they have complied with the requirements of Section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

There is currently provision for a maximum of 5 Trustees as follows:

- The Chair, who will be chosen from candidates proposed by the Rector of Hayes Parish Church;
- The current Rector of Hayes Parish Church;
- A Churchwarden of Hayes Parish Church, who shall be chosen by Hayes (Kent) Parochial Church Council;
- A Charity Secretary;
- The Treasurer (providing this in not a paid position);
- A separate Independent Trustee should the Treasurer not be a Trustee.

The Trustees who served during the year were as follows:

Mr Carol Truelove	Chair
Mrs Caroline Lewis	Charity Secretary
The Reverend Napoleon John	Rector of Hayes Parish Church
Mr Mark Willoughby	Churchwarden of Hayes Parish Church
Mrs Mary Whytock	Independent Trustee (from 29th July 2020)

The Trustees of the St Mary's Pre-School Playgroup (the 'PSPG') have the responsibility of co-operating with the Management Committee (see below) in promoting the aims of the Pre-School, which are to enhance the development and education of children primarily under statutory school age, by:

- a) Offering appropriate play, education and care facilities and family learning within a Christian ethos, 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;
- b) Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas; and
- c) Instigating and adhering to and furthering the aims and objectives of the Pre-School Learning Alliance.

The PSPG operates through a Management Committee which meets on a regular basis throughout the year. The Management Committee consists of the following:

The Trustees, a representative of the Parochial Church Council and not fewer than 2, nor more than 4 parent representatives elected at the Annual General Meeting. The Committee also co-opts, with no voting rights, the Treasurer (if a non-Trustee position) and the PSPG Leader and Deputy Leader.

The power to and responsibility for the appointment and removal of Trustees rests with the Trustees collectively. Upon appointment Trustees receive the Trust's governing documents, the most recent Annual and Financial Reports and guides to good practice and governance. They meet with current Trustees for briefing on the charity and its objectives. They are also made aware of their Trustee responsibilities.

St Mary's Pre-School Playgroup

Trustees' Report

Chairman's Report

Report from the Chair of Trustees

On 20th March 2020, like so many other Pre-Schools countrywide, we had to abruptly close our doors due to the Coronavirus pandemic causing a 'lockdown'. We had no 'Keyworker' children or vulnerable children to accommodate. During the lockdown we were able to continue to pay our staff 80% of their salaries and this was mainly achievable because of our local authority funding.

Parents received regular communications throughout lockdown from Gina Goddard, Pre-School Leader, with helpful suggestions regarding online teaching, learning materials and resources for home learning. The staff also communicated with their Keyworker Children's families and offered support with ideas and resources. This was all greatly appreciated by the parents.

The staff were also kept informed during lockdown of Government guidelines and were asked to do some online training and to source teaching ideas and activities for re-opening. The Trustees and Gina are always mindful of the staff's wellbeing, particularly throughout this most difficult of times, and staff have been encouraged to make use of free online learning courses aimed at mindfulness and promoting positive mental health.

The Pre-School was pleased to re-open on the 15th June for the older children who were moving on to Primary School in September 2020 and most of the staff returned. A few couldn't return as they had child-care issues or vulnerable relatives at home. A lot of preparation was done in order to open safely and procedures were put in place to control infection as much as possible. Equipment and materials for the children to use were chosen carefully to reduce infection and everything was scrupulously cleaned after every session. Handwashing was constant and the children were taught how to be as careful as possible not to spread germs, often through singing songs. It was decided to place the children in 3 'bubbles' and these bubbles would never mix on site, including the staff and parents who had their separate entrance and exit doors. Re-opening was trouble-free and the Trustees were hugely appreciative of all the hard work from the staff to ensure that the Pre-School managed to operate smoothly, safely and efficiently throughout.

In September 2020 all staff agreed to return but one member of staff had resigned in August. The numbers of children on our register were down, as is usual for the Autumn term, so it was decided not to replace her immediately. Also, fewer children unfortunately meant that we had to ask the staff to reduce their hours, just for this term, and we were most grateful to them for their understanding about this.

Again, all the necessary Government guidelines had been followed and infection control procedures put in place, and the children enjoyed a happy, fruitful and safe term. Our Nativity could not take place in church this year, but thanks to the staff the children were still able to take part in a scaled down version, complete with costume and song, and one kind parent filmed it for all parents to see online. Unfortunately, on the last day of term the Pre-School had to close early, and the Christmas party was missed, due to one child having tested positive. 30 children and 5 staff had to isolate until 23rd December, but everyone was co-operative and understanding.

During 2020 the Trustees were pleased to gift 3 members of staff with a long-service award as they had each given over 20 years of service to the Pre-School. Mary Whytock joined the Pre-School Board of Trustees in July 2020 and I am very grateful to her for taking on this role with such enthusiasm.

In January 2021 our dedicated staff returned again to open up the Pre-School, even though the country was in 'lockdown'. Only 60% of children returned as understandably some parents were very anxious about sending them back. The children who didn't return were once again assisted with their home learning through regular communication from the Leader and staff. Staff were issued with PPE including masks and face visors to try to keep everyone as safe as possible and they were asked to regularly get tested at a testing centre in Bromley.

St Mary's Pre-School Playgroup

Trustees' Report

Chairman's Report (Continued)

The number of children on our register at the beginning of the year was 80. The Pre-School is open 5 mornings and 3 afternoons each week. The bubbles have remained in place and when all children are in attendance for a session the numbers in each bubble are 20, 16 and 12. We currently have 12 permanent members of staff and 3 staff on temporary contracts and we always operate with a healthy staff pupil ratio.

The leaders and staff have managed to complete several online training courses throughout the pandemic including 'Are you ready for Ofsted', 'Infection Control' and refresher Child Protection courses, including a course to help them identify any troubles with children returning from lockdown and a course to promote positive mental health in children. I also completed the Child Protection and Ofsted courses.

As there has been lost learning due to the pandemic the staff have particularly concentrated on phonics teaching and pen control for the older children, with parent support, and for all children their personal, social and emotional development.

Sadly during the past year the Pre-School fund-raising 'Friends' have not been able to hold any events, but we all look forward to some fun times ahead later this year when the world gets back to normal. We are always so grateful to the parents who give up their time to raise much needed funds for the Pre-School to offer its children that little bit extra! The staff held a charity fundraiser for the Crackerjacks Children's Trust which helps children and their families with severe disabilities. All children joined in by wearing their favourite dressing-up costume and making a donation.

The Trustees are hugely thankful to the staff for their hard work, dedication and commitment to the children throughout the past difficult year and would also like to thank the parents for the support they have given in helping the Pre-School to remain a safe place for everyone.

Carol Truelove
June 2021

St Mary's Pre-School Playgroup

Trustees' Report

Treasurer's Report

The Pre-School's principal sources of income emanate from fees (both session and lunch club) and fundraising. Session fees are paid for by the parents or funded by the London Borough of Bromley ("LBB") through Early Years national funding. Fundraising activities are organised by the Friends of the Pre-School.

With the financial year coinciding almost exactly with the pandemic (the first lockdown started on 23rd March 2020), the results for this financial year have to be looked at in isolation i.e. any meaningful comparison to the previous financial year is both difficult and, to a certain extent, academic. The Pre-School were very fortunate that the Government ensured that local authority funding continued uninterrupted: this funding accounts for approximately 73% of total fee income which meant that the Pre-School was much better placed than most early years settings, as this percentage is much lower on average.

Given this continuation of Government funding, as well as the Church waiving any rental payments whilst the Pre-School was unable to open, the Pre-School did not need recourse to any formal furlough scheme. However, in order to "balance the books" with the lack of any private fees whilst the Pre-School was closed, the staff agreed to a quasi furlough scheme under which a 20% voluntary reduction to monthly pay was put in place. The Trustees were very grateful to the staff for this concession.

In the end total income at £186,243 was only about 2.1% lower than the previous year: this overall reduction was cushioned by the fact that the LB Bromley fees actually increased by 7.1%. Turning to expenditure the total level decreased by some £15.3k to £179,730 mainly as a result of lower staff costs (-£11.9k) and other savings occasioned through the Pre-School being closed for some weeks. The main reason for the staff savings was the aforementioned quasi furlough agreement, although there were one or two other more minor reasons such as the Government increasing the Employment Allowance benefit to NI costs from £3k to £4k.

Overall the income and expenditure movements led to a surplus of £6,513 which has been added to the General Reserve such that the level of Unrestricted Funds now stands at £58,818 - a level which remains in excess of policy. Activity on the Restricted Funds has been modest during the year with, understandably, activities of the Friends being practically at a standstill. However, a new Restricted Fund has been opened to reflect receipt from the Borough of a "Early Years Pupil Premium" which is available for disadvantaged children.

The current financial year will hopefully see a return to a more normal picture, with an increase in private fees helping to ensure that we are able to maintain standards through funds being importantly dedicated to, for example, ongoing staff training. One final point to mention is that the Trustees, in recognition of the pandemic and its associated difficulties, decided to defer the private fee increases from September 2020 to January 2021.

St Mary's Pre-School Playgroup

Trustees' Report

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The trustees must not approve the financial statements unless they are satisfied that they 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 charity for that period.

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 judgments and accounting 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 financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

The trustees are responsible for keeping sufficient 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.

Approved by the Board of Trustees and signed on its behalf by:



Carol Truelove, Chairman

Date: 30/6/21

St Mary's Pre-School Playgroup

Independent Examiner's Report to the trustees of St Mary's Pre-School Playgroup

I report to the trustees on my examination of the financial statements of St Mary's Pre-School Playgroup ('the charity') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 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.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

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 giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do 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 financial statements to be reached.



David Wheeler FCCA ACA
Bourner Bullock
Chartered Accountants
Sovereign House
212-224 Shaftesbury Avenue
London
WC2H 8HQ

Date: 30/6/21

St Mary's Pre-School Playgroup

Statement of Financial Activities for the Year Ended 31 March 2021 (including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
Income from					
Donations	2	-	3,517	3,517	1,973
Charitable activities	3	186,226	-	186,226	189,607
Other trading activities	4	-	-	-	419
Investment income	5	17	-	17	139
Total Income		186,243	3,517	189,760	192,138
Expenditure on:					
Charitable activities	6	179,730	2,600	182,330	196,455
Raising funds	7	-	-	-	615
Total Expenditure		179,730	2,600	182,330	197,070
Net income/ (expenditure)		6,513	917	7,430	(4,932)
Net movement in funds		6,513	917	7,430	(4,932)
Reconciliation of funds					
Total funds brought forward	12	52,305	7,751	60,056	64,988
Total funds carried forward	12	58,818	8,668	67,486	60,056

All of the Charity's activities derive from continuing operations during the period.

St Mary's Pre-School Playgroup
(Charity number: 1122601)
Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
Current assets			
Debtors	10	98 ✓	402 ✓
Cash at bank		73,052 ✓	62,731 ✓
Petty cash		104 ✓	19 ✓
		73,254 ✓	63,152 ✓
Liabilities: Amounts falling due within one year	11	5,768 ✓	(3,096) ✓
Net current assets		67,486 ✓	60,056 ✓
Net assets		67,486 ✓	60,056 ✓
Restricted income funds	12	8,668 ✓	7,751 ✓
Unrestricted income funds	12	58,818 ✓	52,305 ✓
Total funds		67,486 ✓	60,056 ✓

The financial statements were approved by the trustees, and authorised for issue on 30/6/21 and signed on their behalf by:



Carol Truelove, Chairman

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2021

1 Accounting Policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Basis of preparation

The financial statements have been prepared in accordance with 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Second Edition)' and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following '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) (Second Edition)' rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

St Mary's Pre-School Playgroup meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historic cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis. The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Charitable funds

Unrestricted funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the Charity. The current policy of the charity is for unrestricted funds to be a minimum level of £45,000, which is approximately three months' ordinary expenditure. On this basis the trustees continue to adopt the going concern basis in prepare these financial statements.

Restricted funds represent monies that have been either donated or received in connection with a specific use, need or project and thus they may only be used in this connection. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Incoming Resources

Charitable activities relate to school fees and as from the financial year ended 31 March 2021 are accounted for on an accruals basis and as such gives rise to both Debtors and Deferred Income.

All other income (including donations, gifts and grants) is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2021

1 Accounting Policies (continued)

Expenditure

All expenditure is recognised at the time it is incurred or (if earlier) once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. In addition, accruals are raised at the end of each accounting period for expenditure which has been incurred in that period but which has not been paid out by the period end.

Taxation

The charity is considered to pass the tests set out in Paragraph 1, Section 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3, Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Financial instruments

The charity only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities such as debtors and creditors and loans from related parties.

Financial assets that are measured at cost or amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found an impairment loss is recognised in profit and loss.

Financial assets and liabilities are offset and the net amount reported in the Balance Sheet where there is an 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.

The charity does not have anything other than basic financial instruments.

Debtors

Amounts owing to the charity at the end of any reporting period in respect of fees or other income are shown as debtors less any provision for amounts that may prove uncollectable. Prepayments are valued at the amount prepaid, net of any discounts.

Cash and cash equivalents

Cash and cash equivalents comprise cash-on-hand and call deposits, as well as any other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. The charity seeks to pay such obligations without delay and will accrue at the end of each accounting period for goods and services which has been incurred in that period but which has not been paid out by the period end.

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 though 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.

The trustees consider that there have been no significant judgements or accounting estimates in the year under review.

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2021

2 Income from donations

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Grants and donations	-	3,517	3,517	1,973
	-	3,517	3,517	1,973

3 Charitable activities

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
LB Bromley fees	148,226	-	148,226	138,232
Other fees	38,140	-	38,140	51,375
	186,226	-	186,226	189,607

4 Other trading activities

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Sundry income	-	-	-	419
	-	-	-	419

5 Investment income

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Interest receivable on bank deposits	17	-	17	139
	17	-	17	139

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2021

6 Expenditure on charitable activities

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Consumables and teaching supplies	4,342	-	4,342	3,160
Equipment purchase	276	-	276	1,590
Rent	11,351	-	11,351	12,928
Salary costs (including NI and pensions)	150,117	441	150,558	162,040
Sundry costs	367	2,159	2,526	3,019
Telephone and broadband	806	-	806	776
Training costs (including courses)	494	-	494	569
Support costs (See note 6.1)	9,596	-	9,596	10,264
Governance costs (See note 6.1)	2,381	-	2,381	2,109
	<u>179,730</u>	<u>2,600</u>	<u>182,330</u>	<u>196,455</u>
Total				

6.1 Analysis of governance and support costs

	Support Costs £	Governance costs £	Total 2021 £
Accountancy fees	-	2,381	2,381
Advertising	-	-	-
Bank charges	108	-	108
CRB checks	272	-	272
Insurance	611	-	611
Office costs	1,684	-	1,684
Payroll and pension administration	5,542	-	5,542
Professional fee and subscriptions	1,379	-	1,379
	<u>9,596</u>	<u>2,381</u>	<u>11,977</u>
Total			

7 Expenditure on raising funds

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Lottery license	-	-	-	-
Stall at local fete	-	-	-	30
Hire of hall	-	-	-	-
Sundry expenses	-	-	-	585
	<u>-</u>	<u>-</u>	<u>-</u>	<u>615</u>
Total				

8 Trustees remuneration and expenses

Total staff costs are as set out in section 6 above. The average monthly headcount employed by the Pre-School in the year was 16 (2020: 17).

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2021

9 Related party transactions

No trustee, nor any person connected with them, has received any remuneration from the Pre-School during the year. In addition no trustee has received any reimbursed expenses or any other benefits during the year.

The Pre-School employs Bournier Bullock, Chartered Accountants for both Payroll Services and Independent Examination. Olivia Truelove-Dodd, who is the daughter of Carol Truelove (Trustee) and Richard Truelove (Honorary Treasurer), is employed by Bournier Bullock but is not involved in either Payroll Services or the Independent Examination.

10 Debtors

	Total 2021 £	Total 2020 £
Other debtors	98	402
	98	402

11 Creditors: amounts falling due within one year

	Total 2021 £	Total 2020 £
Accruals: Accountancy fees	840	840
Accruals: Independent Examiner fees	840	840
Other accruals	2,165	782
Deferred income	1,220	-
Pension liability	703	634
	5,768	3,096

12 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
Restricted funds				
SEN grant	3,063	630	(441)	3,252
Friends' money	4,688	249	(389)	4,548
Early Years People Premium	0	2,638	(1,770)	868
	7,751	3,517	(2,600)	8,668
Unrestricted funds				
General unrestricted funds	52,305	186,243	(179,730)	58,818
Total funds	60,056	189,760	(182,330)	67,486

St Mary's Pre-School Playgroup

Notes to the Financial Statements for the year ended 31 March 2021

The specific purposes for which the funds are to be applied are as follows:

Restricted funds:

SEN grant – This represents monies received from the authorities specifically for supporting children with Special Educational Needs.

Friends – This represents the balance of fundraising activities organized by, for example, the parents under the banner of “The Friends” who then in turn agree to release funds to support specific items of expenditure.

Early Years People Premium – This represents monies received from the Borough for disadvantaged children, as well as some associated expenditure.

Unrestricted funds: these funds are provided by donors for support of the charity, without restriction on how funds should be deployed.