



Trustees' annual report (including Directors' report) for the period

Period start date: 1st June 2020

Period end date: 31st May 2021

Charity name: Little Bears Day Care

Charity registration number: 1124274

Objectives and activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	We aim to provide quality early years education to children ages 0 to 4 years.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>To provide nursery education for children who attend Little Bears Day Care.</p> <p>Our objectives are set to reflect our educational aims of the nursery. It is important to us that we maintain and improve the quality of provision that we provide.</p> <p>We welcome children from all backgrounds, children are assessed to ensure that we can provide the very best education to allow them to reach their full potential. We are an equal opportunity organisation and are committed to a working environment that is free from any form of discrimination on the grounds of colour, race, ethnicity, religion, sex, sexual orientation or disability. We will make reasonable adjustments to meet the needs of staff or pupils who are or become disabled. Our setting is committed to safeguarding and promoting the welfare of all children and expects all staff and volunteers to share this commitment.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In running Little Bears Day Care, we keep in mind the Charity Commissions Guidance on public benefit at our trustee meetings.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	<p>Volunteers from amongst the trustees and staff and also parents make voluntary contributions from time to time, for example by:</p> <ul style="list-style-type: none">• helping to run fundraising events such as coffee mornings and fun days.• donating raffle prizes and buying raffle tickets;• attending fundraising events;• supporting sponsored events;
Other		

Achievements and performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	During 2020 Little Bears remained open during the covid pandemic with skeleton staff. We were able to operate for our own key worker children and children from other nurseries. We fully opened to all children again in September 2020. During the first few months we were unable to fundraise, however towards the end of the year we successfully raised a good amount through sponsorships, donations, raffles and selling Halloween and easter themed treats.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial review

Review of the charity's financial position at the end of the period	Para 1.21	The financial results for the period are attached. The trustees did not enjoy a good year with slightly less turnover from the year before. The Trustees consider the financial position of the company to be stable.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Little Bears Day Care needs reserves in order to: <ul style="list-style-type: none"> • Meet redundancy liabilities should we have to close • Ensure there are sufficient cash reserves in the current account to cover day to day running costs. • Replace equipment due to wear and tear and interior maintenance as and when needed. • Unexpected costs such as cover for illness or maternity cover. • Cover running costs during periods of lower income (e.g. summer holidays when funding falls)
Amount of reserves held	Para 1.22	We have calculated to cover 1 month worth of running costs we will need to have £10,000 in the reserve account and the current account must not drop below this each month.
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, governance and management

Description of charity's trusts:		
Type of governing document: for example, trust deed, memorandum and articles of association etc	Para 1.25	Constitution
How is the charity constituted? for example limited company, unincorporated association, CIO	Para 1.25	Trustees
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are elected or re-elected at the Annual General Meeting held in the Summer Term. Members can be co-opted at any time throughout the year, until the next AGM, on the invitation of the current trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	All trustees have DBS checks and register with ofsted by completing an EY2 Form. Trustees are also asked to sign a declaration of confidentiality and trustee code of conduct.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We work with Brownlow Community Centre and help them raise funds throughout the year to help fund the building we rent.
Relationship with any related parties	Para 1.51	Little Bears Day Care is a member of the Pre-School Learning Alliance, which offers guidance and support for pre school settings.
Other		

Reference and administrative details

Charity name	Little Bears Day Care
Other name the charity uses	
Registered charity number	1124274
Charity's principal address	Brownlow Community Centre, Claypit Street, Whitchurch, Shropshire SY13 1LF

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Amy Haley	Chairperson		
2	Nicola Beddows	Treasurer		
3	Bev Stokes	Secretary		
4	Chloe Lambert			
5	Jennifer Ledward			
6	Amy Haresnape			
7	Michelle Read			
8				
9				
10				
11				

Corporate trustees – names of the directors at the date the report was approved

Director name	

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (optional information)

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>B Stokes</i>	<i>N Beddows</i>
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Full name(s)	BEVERLEY STOKES	Nicola Beddows
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Position (eg Secretary, Chair, etc)	SECRETARY	Treasurer
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Date	04/04/2022 .
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Profit and Loss

Little Bears Day Care For the year ended 31 May 2021

2021

Turnover

Fund Raising	5,557.32
Funding (Council)	71,306.66
Late Payment Fee	(7.42)
Other Revenue	18,021.84
Sales	179,225.31
Total Turnover	274,103.71

Cost of Sales

Arts & Crafts	377.14
Direct Expenses	110.86
Food & Drink	1,079.81
Non Business Transactions	507.46
School Run / Holiday Club	88.05
Total Cost of Sales	2,163.32

271,940.39

Gross Profit

Administrative Costs

Advertising & Marketing	349.00
Audit & Accountancy fees	864.00
Bank Fees	663.78
Batteries	1.58
Bins / Waste	2,323.64
Books	10.98
Charitable and Political Donations	(481.11)
Cleaning	1,162.14
College Repayment	(500.00)
Employers National Insurance	7,047.46
First Aid / Health & Safety	507.19
Fund Raising Expenses	686.22
Fund Raising Purchases	1,672.56
Garden Items	266.19
General Expenses	1,236.39
Insurance	610.78
IT Software and Consumables	1,047.92
Legal Expenses	4,860.44
Motor Vehicle Expenses	171.36
Operating Lease Payments	20.00
Pensions Costs	6,229.41
Play Equipment	308.75
Postage, Freight & Courier	48.75
Printing & Stationery	350.05

	2021
Rent	12,193.98
Repairs & Maintenance	984.48
Salaries	230,035.74
Staff Training	1,252.20
Subscriptions	2,469.71
Telephone & Internet	570.00
Toys	227.33
Uniform	364.84
Total Administrative Costs	277,555.76
Operating Profit	(5,615.37)
Profit on Ordinary Activities Before Taxation	(5,615.37)
Profit after Taxation	(5,615.37)

Dashboard

Little Bears Day Care - Balance Sheet

Balance Sheet Little Bears Day Care As at 31 May 2021

	31 May 2021	31 May 2020
Assets		
Bank		
Little Bears (Barclay's)	52,667.02	55,986.11
Paypal	(5,173.34)	(0.01)
Petty Cash 17/18	(455.77)	(542.53)
Petty Cash Account	(10.83)	(10.83)
Stripe	7,161.19	914.15
World Pay	(0.03)	(0.03)
Total Bank	54,188.24	56,346.86
Current Assets		
Accounts Receivable	(3,905.40)	479.59
Petty Cash	(42.40)	(4.00)
Total Current Assets	(3,947.80)	475.59
Fixed Assets		
Computer Equipment	642.00	0.00
Furniture For Rooms	870.00	870.00
Leasehold Improvements	626.34	626.34
Total Fixed Assets	2,138.34	1,496.34
Total Assets	52,378.78	58,318.79

Liabilities

Current Liabilities		
Accounts Payable	(452.11)	(876.85)
HMRC Wage Payments	20,431.02	20,817.67
PAYE Payable	(6,700.28)	(6,700.28)
Pensions Payable	(193.07)	752.66

Rounding	2.74	3.66
Student Loan Deductions Payable	119.70	119.70
Suspense	(15.39)	(15.39)
Wage Control	208.30	208.30
Wages Payable - Payroll	1,387.42	803.50
Total Current Liabilities	14,788.33	15,112.97
Total Liabilities	14,788.33	15,112.97
Net Assets	37,590.45	43,205.82

Equity

Current Year Earnings	(5,615.37)	13,751.89
Retained Earnings	43,205.82	29,453.93
Total Equity	37,590.45	43,205.82

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
LITTLE BEARS DAYCARE

**On accounts for the year
ended**

31SY MAY 2021

**Charity no
(if any)**

1124274

Set out on pages

(remember to include the page numbers of additional sheets)

**Responsibilities and
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/05/2021.

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

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

**Independent
examiner's statement**

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

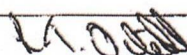
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:



Date:

01.04.2022

Name:

LIAM O'NEILL

**Relevant professional
qualification(s) or body**

MAAT – ASSOCIATION OF ACCOUNTING TECHNICIANS (AAT)

(if any):

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Address:

CHURTON ROAD

FARNDON

CHESHIRE, CH3 6QP

Section B

Disclosure

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

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

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