

**Charity registration number 1127983**

**Company registration number 06772134 (England and Wales)**

**YAXLEY AND MELLIS PRE-SCHOOL**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

## YAXLEY AND MELLIS PRE-SCHOOL

### LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Committee</b>	Mrs S Partridge Mrs A Young Mrs C Bloomfield Mrs K Turner	(Appointed 4 November 2021)
<b>Secretary</b>	Mrs Emma Jenks	
<b>Charity number</b>	1127983	
<b>Company number</b>	06772134	
<b>Principal address</b>	Yaxley Road Mellis Eye Suffolk IP23 8DY	
<b>Registered office</b>	Mellis Cevcp School Yaxley Road Mellis Eye Suffolk IP23 8DY	
<b>Independent examiner</b>	Waveney Accountants Limited T/as Newman & Co Chartered Accountants 4b Church Street Diss Norfolk IP22 4DD	

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YAXLEY AND MELLIS PRE-SCHOOL

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## YAXLEY AND MELLIS PRE-SCHOOL

### COMMITTEE'S REPORT (INCLUDING DIRECTORS' REPORT)

#### FOR THE YEAR ENDED 31 DECEMBER 2021

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The committee present their annual report and financial statements for the year ended 31 December 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's deed of trust, the Companies Act 2006 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)" (as amended for accounting periods commencing from 1 January 2016)

#### **Objectives and activities**

We are regulated by Ofsted, governed by the Early Years Framework and are members of the Preschool Learning Alliance. The Preschool was inspected by Ofsted after the year end in May 2019 and we were very pleased to be awarded 'Good' under the grading criteria.

The preschool's purpose is to provide education in compliance with the Statutory Framework for Early Years Foundation Stage for children aged 24 to 60 months. Our aim is to constantly monitor our service and ensure we strive to provide the best possible early years education we can.

We are positioned between the Yaxley and Mellis villages, set inside the grounds of Mellis Church of England Voluntary Controlled Primary school. The preschool maintains close links with the Primary school. This ensures an excellent and seamless transition to the Primary education system. Parental feedback and initial teaching assessments praises the ease at which our children have settled in to school life.

Our long term objective is promoting inclusion and working in partnership with each child's parents or carers. Families of all attending children are strongly encouraged to participate in aspects of the preschool through parent interactions days, fundraising and school trips.

The committee have paid due regard to guidance issued by the Charity Commission in deciding what activities the should undertake.

#### **Significant activities**

In January 2021 Covid restrictions were eased for early years education settings and the preschool was able to invite the children back (as well as out of hours children) from 9am to 3pm. Flexifurlough and furloughed staff returned to preschool hours to support this change. Staff were required to test daily for Covid and follow government guidelines if they had a positive lateral flow test.

In May 2021 the deputy manager was appointed to manager to cover maternity leave which commenced in September 2021.

#### **Public benefit**

In all decision making the trustees have had due regard to the guidance published by the Charity Commission in relation to public benefit.

#### **Achievements and performance**

Fundraising was able to recommence with children taking part in the Mellis Mile sponsored walk in Spring 2021. In the summer term the preschool encouraged parents to donate clothes to "bag for school", from which the preschool received a small percentage. A Christmas hamper was also arranged to raise funds.

#### **Financial review**

The preschool is principally funded by the Government. A before and after school club has generated additional income to ensure that the setting is able to operate sustainably.

It is the policy of the that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and four month's expenditure. The committee considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

## YAXLEY AND MELLIS PRE-SCHOOL

### COMMITTEE'S REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

#### FOR THE YEAR ENDED 31 DECEMBER 2021

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The preschool has no investments.

The committee have assessed the major risks to which the is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

#### **Structure, governance and management**

##### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The committee, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mrs S Partridge

Mrs L Clifford

(Resigned 4 November 2021)

Mrs A Young

Mrs C Bloomfield

Mrs Fiona Charnley

(Resigned 11 January 2021)

Ms Emily Doyle

(Appointed 11 January 2021 and resigned 12 July 2021)

Mrs K Turner

(Appointed 4 November 2021)

##### **Recruitment and appointment of new trustees**

The committee are all volunteers who give up their time to take on roles. The minimum members to maintain the preschool as per Ofsted guidelines is 5. At close of 2021 we have 6 committee members made up of 4 Directors 1 Secretary and 1 parent member.

##### **Induction and training of new trustees**

The committee have no formal training or induction and roles are taken and learnt as the year progresses. We adhere to the Preschools 'suitable person' policy. We have in place the minimum of Chairperson, Secretary, Treasurer and Ofsted nominated person as well as one volunteer in order to continue as a preschool.

##### **Decision making**

All aspects of the preschool are discussed with the committee and decisions are all voted on to ensure the best outcome for the preschool. We hold regular Directors only meetings to discuss all aspects of the preschool, including strategy, staff wages, staffing levels and policies. The Chair person also has a series of 1:1 meetings with staff to ensure good information dissemination and support team working strategies.

The committee's report was approved by the Board of Committee.

Mrs K Turner

**Trustee**

14 December 2022

## YAXLEY AND MELLIS PRE-SCHOOL

### INDEPENDENT EXAMINER'S REPORT

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I report to the committee on my examination of the financial statements of Yaxley And Mellis Pre-school (the ) for the year ended 31 December 2021.

#### **Responsibilities and basis of report**

As the committee of the (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the 's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

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

- 1 accounting records were not kept in respect of the as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Wayne Goddard FCCA ACA CTA

T/as Newman & Co  
Chartered Accountants  
4b Church Street  
Diss  
Norfolk  
IP22 4DD

Dated: 14 December 2022

YAXLEY AND MELLIS PRE-SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 DECEMBER 2021

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
	Notes						
<b>Income from:</b>							
Donations and legacies	2	-	115	115	-	-	-
Charitable activities	3	122,381	450	122,831	106,327	-	106,327
Other trading activities	4	1,067	-	1,067	240	-	240
<b>Total income</b>		123,448	565	124,013	106,567	-	106,567
<b>Expenditure on:</b>							
Charitable activities	5	104,391	565	104,956	112,542	-	112,542
<b>Net income/(expenditure) for the year/</b>							
<b>Net movement in funds</b>		19,057	-	19,057	(5,975)	-	(5,975)
Fund balances at 1 January 2021		37,124	276,847	313,971	43,099	276,847	319,946
<b>Fund balances at 31 December 2021</b>		56,181	276,847	333,028	37,124	276,847	313,971

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

YAXLEY AND MELLIS PRE-SCHOOL

BALANCE SHEET

AS AT 31 DECEMBER 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	9		274,551		280,709
<b>Current assets</b>					
Debtors	10	2,172		537	
Cash at bank and in hand		57,726		32,725	
		<u>59,898</u>		<u>33,262</u>	
<b>Creditors: amounts falling due within one year</b>	11	<u>(1,421)</u>		<u>-</u>	
Net current assets			58,477		33,262
<b>Total assets less current liabilities</b>			<u>333,028</u>		<u>313,971</u>
<b>Income funds</b>					
Restricted funds			276,847		276,847
Unrestricted funds - general			56,181		37,124
			<u>333,028</u>		<u>313,971</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2021.

The Directors/Trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Committee on 14 December 2022

Mrs K Turner  
Trustee

Company registration number 06772134



## YAXLEY AND MELLIS PRE-SCHOOL

### NOTES TO THE FINANCIAL STATEMENTS

#### FOR THE YEAR ENDED 31 DECEMBER 2021

## **1 Accounting policies**

### **Charity information**

Yaxley And Mellis Pre-school is a private company limited by guarantee incorporated in England and Wales. The registered office is Mellis Cevcp School, Yaxley Road, Mellis, Eye, Suffolk, IP23 8DY.

### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's deed of trust, the Companies Act 2006 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)" (as amended for accounting periods commencing from 1 January 2016). The is a Public Benefit Entity as defined by FRS 102.

The has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the . Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

### **1.2 Going concern**

At the time of approving the financial statements, the committee have a reasonable expectation that the has adequate resources to continue in operational existence for the foreseeable future. Thus the committee continue to adopt the going concern basis of accounting in preparing the financial statements.

### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the committee in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the .

### **1.4 Income**

Income is recognised when the is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

### **1.5 Expenditure**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost relating to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**1 Accounting policies**

**(Continued)**

**1.6 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2% on cost
Fixtures, fittings and equipment	25% on cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

**1.7 Impairment of fixed assets**

At each reporting end date, the reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

**1.8 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

**1.9 Financial instruments**

The has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the 's balance sheet when the becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally 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.

***Basic financial assets***

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

***Basic financial liabilities***

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

***Derecognition of financial liabilities***

Financial liabilities are derecognised when the 's contractual obligations expire or are discharged or cancelled.

YAXLEY AND MELLIS PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

**1 Accounting policies**

**(Continued)**

**1.10 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

**2 Donations and legacies**

	<b>Restricted funds</b>	<b>Total</b>
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Donations and gifts	115	-

**3 Charitable activities**

	<b>Pre-school Income 2021 £</b>	<b>Pre-school Income 2020 £</b>
Fees	38,200	33,097
Clubs & activities	558	1,416
Funding	84,073	71,814
	<u>122,831</u>	<u>106,327</u>
Analysis by fund		
Unrestricted funds - general	122,381	106,327
Restricted funds	450	-
	<u>122,831</u>	<u>106,327</u>

**4 Other trading activities**

	<b>Unrestricted funds general 2021 £</b>	<b>Unrestricted funds general 2020 £</b>
Fundraising events	1,067	240

YAXLEY AND MELLIS PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

5

Charitable activities

	Pre-school Expenditure 2021 £	Pre-school Expenditure 2020 £
Depreciation and impairment	6,158	6,158
Wages	83,348	93,080
Pensions	2,896	2,693
Clubs & activities	565	314
	<hr/>	<hr/>
	92,967	102,245
	<hr/>	<hr/>
Share of support costs (see note 6)	11,989	10,297
	<hr/>	<hr/>
	104,956	112,542
	<hr/>	<hr/>
<b>Analysis by fund</b>		
Unrestricted funds - general	104,391	112,542
Restricted funds	565	-
	<hr/>	<hr/>
	104,956	112,542
	<hr/>	<hr/>
<b>For the year ended 31 December 2020</b>		
Unrestricted funds - general	112,542	
	<hr/>	

**6 Support costs**

	Support costs £	Governance costs £	2021 Support costs £	Governance costs £	2020 £
Sundry expenses	680	-	680	392	392
General running & maintenance	7,673	-	7,673	7,354	7,354
Equipment & materials	2,411	-	2,411	2,192	2,192
Training & courses	1,225	-	1,225	359	359
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	11,989	-	11,989	10,297	10,297
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Analysed between					
Charitable activities	11,989	-	11,989	10,297	10,297
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

**7 Committee**

None of the committee (or any persons connected with them) received any remuneration or benefits from the during the year.

YAXLEY AND MELLIS PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

**8 Employees**

The average monthly number of employees during the year was:

<b>2021</b>	<b>2020</b>
<b>Number</b>	<b>Number</b>
7	8
<u>7</u>	<u>8</u>

There were no employees whose annual remuneration was more than £60,000.

**9 Tangible fixed assets**

	<b>Freehold land and buildings</b>	<b>Fixtures, fittings and equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>			
At 1 January 2021	291,598	19,677	311,275
	<u>291,598</u>	<u>19,677</u>	<u>311,275</u>
At 31 December 2021	291,598	19,677	311,275
	<u>291,598</u>	<u>19,677</u>	<u>311,275</u>
<b>Depreciation and impairment</b>			
At 1 January 2021	11,664	18,902	30,566
Depreciation charged in the year	5,832	326	6,158
	<u>17,496</u>	<u>19,228</u>	<u>36,724</u>
At 31 December 2021	17,496	19,228	36,724
	<u>17,496</u>	<u>19,228</u>	<u>36,724</u>
<b>Carrying amount</b>			
At 31 December 2021	274,102	449	274,551
	<u>274,102</u>	<u>449</u>	<u>274,551</u>
At 31 December 2020	279,934	775	280,709
	<u>279,934</u>	<u>775</u>	<u>280,709</u>

**10 Debtors**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Amounts falling due within one year:</b>		
Trade debtors	2,172	537
	<u>2,172</u>	<u>537</u>

**11 Creditors: amounts falling due within one year**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade creditors	1,421	-
	<u>1,421</u>	<u>-</u>

YAXLEY AND MELLIS PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

**12 Analysis of net assets between funds**

	<b>Unrestricted funds 2021 £</b>	<b>Restricted funds 2021 £</b>	<b>Total 2021 £</b>	<b>Unrestricted funds 2020 £</b>	<b>Restricted funds 2020 £</b>	<b>Total 2020 £</b>
Fund balances at 31 December 2021 are represented by:						
Tangible assets	274,551	-	274,551	280,709	-	280,709
Current assets/(liabilities)	58,477	-	58,477	33,262	-	33,262
	<u>333,028</u>	<u>-</u>	<u>333,028</u>	<u>313,971</u>	<u>-</u>	<u>313,971</u>

**13 Related party transactions**

There were no disclosable related party transactions during the year (2020 - none).