

Registered number
06840267

Breakspeare Community Pre School
Report and Unaudited Accounts
31 July 2023

Breakspeare Community Pre School
Report and accounts
Contents

	Page
Company information	1
Directors' report	2
Independent examiner's report	4
Income and expenditure account	5
Statement of financial activities (including summary income and expenditure account)	6
Statement of changes in equity	7
Notes to the accounts	8

Breakspeare Community Pre School Company Information

Directors

Emma Gallagher

Anna Walkington (resigned January 2023)

Kirsty Hall (resigned January 2023)

Max Jackman (appointed January 2023)

Kimberley O'Conner (appointed January 2023)

Patrick Forest (appointed January 2023)

Hayley Neall (resigned January 2023)

Secretary

Britta Smith

Accountants

Chipperfield Accounting Ltd

Holly Cottage

Kings Lane

Chipperfield

WD4 9EP

Registered office

School Mead

Abbots Langley

Herts

WD5 0LB

Registered number

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Breakspeare Community Pre School
Registered number: 06840267
Directors' Report

The directors present their report and accounts for the year ended 31 July 2023.

I am delighted to provide you with my chair person report for 2023, this is my second year as chair and I am sad to say I will be stepping down at this years AGM, it has been an absolute privilege to be a part of the pre-school committee, I have experienced first hand as a parent the excellent work the team offer the children and their families and as chair I have been able to see the work that goes on behind the scenes to make the pre-school as wonderful as it is.

The team are led by a fantastic manager in Lyn and she has continued to excel over the last year, continuing her own personal development and successfully navigating the school through the recent ofsted inspection. The whole team including all the admin support should be incredibly proud of the environment they provide. I have no doubt they will continue to excel and will continue to provide a safe, nurturing environment for children and families in the community for many years to come.

Children

Last academic year September 2022 – July 2023 we had 76 children registered with us.

We had a higher ratio of boys this year.

We had 24 children of nursery age with 20 of those accessing the nursery curriculum. The nursery cohort planning is continued to be done by Audrey, our early years foundation stage co-ordinator, flower group is run by all the key workers and an additional group (petal group) is run by Kerry in the late spring and summer terms focussing on phonics, letters and sounds, rhyming and blending letters for word formation.

45 preschoolers and 7 pre-preschoolers.

Additional needs

Carrie and Charlotte completed their Certsey SENDCO qualification. We had a higher number of children than usual under our SEN umbrella this year. 3 of whom needed 1:1 support., the committee kindly agreed to fund this until LHNF was applied for and obtained. The children were supported by Debbie, Carrie, Charlotte, Lyn, Audrey, and Hayley. Some of the team did additional hours so we could continue to support the rest of the cohort with minimal disruption.

Both Charlotte and Carrie were responsible for attention autism sessions, applying for single service request, applying for LHNF writing IEP's with the input of specialist advisory teachers and the children's Keyperson.

Kerry has continued to be our behaviour lead and supports children, families, and keypersons with any emotional or behaviour issues they may have concerns over.

Staff/Training

Training undertaken by staff this past year.

Showcasing your provision during an Ofsted

Autism (Bucket) training with Michelle Plunkett

Safeguarding

SEN Audit

Bucket Training 2

Supporting Smooth Transitions

Supporting Speech Sound Development

Child Protection for Lead DSP

SENCo Cluster

Ofsted

The long-anticipated Ofsted inspection took place in May and went very well. The team and the children were fantastic and achieved a rating of Good by Ofsted.

Breakspeare Community Pre School
Registered number: 06840267
Directors' Report

Preschool Events:

Fundraising events this year have included:

Smarties Challenge – October 2022

Quiz Night – November 2022

Christmas Raffle – December 2022

Photos Shoots Christmas & Summer – October 2022 & May 2023

Happy School Bag Collections – November 2022 & April 2023

Sponsored Bunny Hop – April 2023

Facebook Marketplace Sales – Ad hoc

Handprint Tea Towels – July 2023

These events raised over £3400 for preschool.

The committee purchased stickers books for the preschool children and gave these to them for Christmas in December. In January we took some of the children to Primrose Hill orchard to plant a pear tree as part of the 'Queen's Green Canopy' organised by Abbots Langley Parish Council. In February we won the Tesco Blue Token Scheme and used the grant we were awarded to buy some adult and children's chairs and a wooden sofa seat for the book corner, all of which have been a great addition to the setting. In July the committee hosted a free afternoon for the preschool children to come and see Mr Marvel followed by a Teddy Bears Picnic which was a really enjoyable afternoon for all involved.

As part of our positive contribution activities, we invited the children and staff to wear spots and Pudsey themed clothing to preschool in November raising money for Children In Need, held 'Christmas Jumper Week' in December raising money for Save The Children and wore red and green to preschool on St Patrick's Day in March raising money for Comic Relief.

Conclusion:

All in all 2022/23 has been an incredible year for the preschool and I am honoured to have been a part of it, I certainly couldn't have done it without the amazing committee without who the school cannot run. I would like to thank a number of members who have said they will be stepping down at this AGM including Kerry but the biggest thanks must go Hayley who has been incredible in the fundraising role for the last few years and will be a huge miss to the group.

Although I am stepping down as chair I am happy to stay on the committee and support the new chair-person. I honestly wish the new committee members and all the staff the best.

This report was approved by the board on 2 October 2023 and signed on its behalf.

Emma Chaplin (Gallagher)
Director

Breakspeare Community Pre School

Independent Examiner's Unqualified Report to the Trustees of Breakspeare Community Pre School Breakspeare Community Pre School for the year ended 31 July 2023

Respective responsibilities of trustees and examiner

The Pre School's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The Pre-School's trustees consider that an audit is not required for the year under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under Section 145 of the 2011 Act);
- follow the procedures laid down in the general Directions given by the Charity Commissioners under Section 145(5)(b) of the 2011 Act; and
- state whether particular matters come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by Breakspeare Community Pre School and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

(1) Which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with Section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of Section 386 of the Companies Act and with the methods and principles of the Charities SORP (FRS102) have not been met; or

(2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts be reached.

Chipperfield Accounting Ltd
Chartered Accountants
Holly Cottage
Kings Lane
Chipperfield
WD4 9EP

2 October 2023

Breakspeare Community Pre School
Statement of financial activities (including summary income and expenditure account)
for the year ended 31 July 2023

	2023 £	2023 £	2023 £	2022 £
	Unrestricted funds	Restricted funds	Total funds	
Income	201,715	-	201,715	177,848
Administrative expenses	(194,364)	-	(194,364)	(174,413)
Reversal of rental expense	23,704	-	23,704	-
Operating profit	31,055	-	31,055	3,435
Profit before taxation	31,055	-	31,055	3,435
Tax on profit on ordinary activities	-	-	-	-
Profit for the financial year	31,055	-	31,055	3,435

Breakspeare Community Pre School
Registered number: 06840267
Balance Sheet
as at 31 July 2023

	Notes	2023 £	2023 £	2023 £	2022 £
		Unrestricted funds	Restricted funds	Total funds	
Fixed assets					
Tangible assets	3	5,376	-	5,376	4,264
Current assets					
Cash at bank and in hand		89,236	-	89,236	76,820
Creditors: amounts falling due within one year	4	(8,777)	-	(8,777)	(26,304)
Net current assets		80,459	-	80,459	50,516
Net assets		85,835	-	85,835	54,780
Funds of the charity					
Internal painting reserve	5	3,599	-	3,599	3,599
Wages and salary reserve	6	23,704	-	23,704	-
Rent reserve	6	3,234	-	3,234	-
Unrestricted reserves		55,298	-	55,298	51,181
Total funds		85,835	-	85,835	54,780

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared and delivered in accordance with the special provisions applicable to companies subject to the small companies regime and FRS102 SORP.

Emma Chaplin (Gallagher)
Director

Approved by the board on 2 October 2023

Breakspeare Community Pre School
Statement of Changes in Equity
for the year ended 31 July 2023

	Wages/ salary reserve £	Rent reserve £	Internal painting reserve £	Profit and loss account £	Total £
At 1 August 2021	-	-	5,755	47,746	53,501
Profit for the financial year	-	-	-	3,435	3,435
Movement	-	-	(2,156)	-	(2,156)
Total comprehensive income for the financial year	-	-	3,599	51,181	54,780
At 31 July 2022	-	-	3,599	51,181	54,780
At 1 August 2022	-	-	3,599	51,181	54,780
Profit for the financial year	-	-	-	31,055	31,055
Movement - wages reserve	23,704	-	-	(23,704)	-
Movement - rent reserve	-	3,234	-	(3,234)	-
Total comprehensive income for the financial year	23,704	3,234	3,599	55,298	85,835
At 31 July 2023	23,704	3,234	3,599	55,298	85,835

An accrual for rent for prior years for £23,704 was reversed in the year since HCC will only collect rent from 2023. A new Wages and salary reserve was set up to enable the charity to increase wages without increasing fees. A rent reserve has been set up for rent collections.

Breakspeare Community Pre School
Notes to the Accounts
for the year ended 31 July 2023

1 Basis of preparation

The accounts have been prepared under the historical cost convention and in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland and with the Charities Act 2011.

No material prior year error have been identified in the reporting period.

2.1 Accounting policies

This standard list of accounting policies has been applied by the charity except for those deleted.

2.2 Recognition of income

Recognition of income These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources;
- the monetary value can be measured with sufficient reliability.

Offsetting There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Grants and donations Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).

In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).

Legacies Legacies are included in the SOFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

Government grants The charity has received government grants in the reporting period.

Tax reclaims on donations and gifts Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Contractual income and performance related grants This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.

Donated goods Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.
 Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.
 Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.

Breakspeare Community Pre School
Notes to the Accounts
for the year ended 31 July 2023

Donated services and facilities	<p>Donated services and facilities are included in the SOFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.</p> <p>Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SOFA.</p>
Support costs	The charity has incurred expenditure on support costs.
Volunteer help	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
Income from interest, royalties and dividends	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.
Income from membership	<p>Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.</p> <p>Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.</p>
Settlement of insurance claims	Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other income in the SoFA.
Investment gains and losses	This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

2.3 Expenditure and liabilities

Liability recognition	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.
Governance and support costs	<p>Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.</p> <p>Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.</p>
Grants with performance conditions	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
Grants payable without performance	Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.
Redundancy	The charity made no redundancy payments during the reporting period.
Deferred Creditors	<p>No material item of deferred income has been included in the accounts.</p> <p>The charity has creditors which are measured at settlement amounts less any trade discounts.</p>
Provisions for liabilities	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.
Basic financial instruments	The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.

Breakspeare Community Pre School
Notes to the Accounts
for the year ended 31 July 2023

2.4 Assets

Tangible fixed assets for use by charity	<p>These are capitalised if they can be used for more than one year.</p> <p>They are valued at cost.</p> <p>The depreciation rates and methods used are disclosed in note 9.</p>
Intangible fixed assets	<p>The charity has intangible fixed assets, that is, non-monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed.</p> <p>They are valued at cost.</p>
Heritage assets	<p>The charity has heritage assets, that is, non-monetary assets with historic, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. They are valued at cost.</p>
Investments	<p>Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.</p> <p>Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments.</p>
Stocks and work in progress	<p>Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.</p> <p>Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.</p> <p>Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.</p>
Debtors	<p>Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.</p>
Current asset investments	<p>The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity of less than one year held for investment purposes rather than to meet short-term cash commitments as they fall due.</p> <p>They are valued at fair value except where they qualify as basic financial instruments.</p>

Breakspeare Community Pre School
Notes to the Accounts
for the year ended 31 July 2023

3 Income

	Unrestricted funds	Restricted funds	2023	2022
	£	£	£	£
Donations	-	-	-	200
Charitable activities	45,196	-	45,196	55,049
Grants	156,519	-	156,519	122,599
	<u>201,715</u>	<u>-</u>	<u>201,715</u>	<u>177,848</u>

4 Analysis of receipts of government grants

	2023	2022
	£	£
Grant	1,121	-
HMRC CJRS grant and SSP	-	48
HCC Additional Support Funding	10,133	-
HCC EYPP	1,959	-
HCC Funding	141,556	122,551
HCC Inclusion Funding	1,750	-

5 Expenditure

	2023	2022
	£	£
Generating funds and publicity	529	7

6 Details of certain types of expenditure

	2023	2022
	£	£
Accountancy fees	720	720

7 Paid employees

	2023	2022
	£	£
Salaries and wages	153,339	138,174
Social security costs	876	1,506
Pension costs	10,916	10,043
Other employee benefits	3,105	3,422
	<u>168,236</u>	<u>153,145</u>

Pensions

Contributions to defined contribution plans are expensed in the period to which they relate.

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

Breakspeare Community Pre School

Notes to the Accounts

for the year ended 31 July 2023

2 Employees

Employees	2023 Number	2022 Number
Average number of persons employed by the company	17	16

3 Tangible fixed assets

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Plant and machinery	25% straight line
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	£
Cost	
At 1 August 2022	13,737
Additions	3,467
At 31 July 2023	17,204
Depreciation	
At 1 August 2022	9,473
Charge for the year	2,355
At 31 July 2023	11,828
Net book value	
At 31 July 2023	5,376
At 31 July 2022	4,264

Breakspeare Community Pre School
Notes to the Accounts
for the year ended 31 July 2023

4	Creditors: amounts falling due within one year	2023 £	2022 £
	Other creditors	8,777	26,304

5	Internal painting reserve	2023 £	2022 £
	At 1 August 2022	3,599	5,755
	Movement	-	(2,156)
	At 31 July 2023	3,599	3,599

6	Wages and salary reserve	2023 £	2022 £
	At 1 August 2022	-	-
	Movement	23,704	-
	At 31 July 2023	23,704	-

An accrual for rent for prior years for £23,704 was reversed in the year since HCC will only collect rent from 2023. A new Wages and salary reserve was set up to enable the charity to increase wages without increasing fees.

7	Rent reserve	2023 £	2022 £
	At 1 August 2022	-	-
	Movement	3,234	-
	At 31 July 2023	3,234	-

A rent reserve has been set up for rent collections.

8 Other information

Breakspeare Community Pre School is a private company limited by shares and incorporated in England. Its registered office is School Mead, Abbots Langley, WD5 0LB.

Breakspeare Community Pre School
Detailed income and expenditure account
for the year ended 31 July 2023

This schedule does not form part of the statutory accounts

	2023	2022
	£	£
Income		
Fees	38,135	47,963
Fundraising	5,128	4,981
Grant	1,121	-
HCC Additonal Support Funding	10,133	-
HCC EYPP	1,959	-
HCC Funding	141,556	122,551
HCC Inclusion Funding	1,750	-
Registration Fees	929	1,170
Uniform	1,004	-
HMRC CJRS grant and SSP	-	48
T-Shirt income	-	935
Donations	-	200
	<u>201,715</u>	<u>177,848</u>
Administrative expenses		
Employee costs:		
Wages and salaries One to One Costs	9,074	138,174
Wages and salaries Support Costs	1,658	-
Wages and salaries	142,607	
Pensions	10,916	10,043
Employer's NI and PAYE	876	1,506
Staff training and welfare	980	1,127
Refreshments	533	420
T-Shirts and uniforms	1,106	1,275
Gifts	486	600
	<u>168,236</u>	<u>153,145</u>
Premises costs:		
Rent - current year	3,234	3,234
Rent - reversal of prior year accruals	(23,704)	-
Council tax/rates	1,062	986
Light and heat	-	298
Cleaning and rubbish collection	4,245	3,740
	<u>(15,163)</u>	<u>8,258</u>
General administrative expenses:		
Generating funds and publicity	529	7
Stationery, printing and telephone	1,236	1,173
Subscriptions	393	383
Insurance	1,262	1,225
Equipment expensed	6,489	3,901
Software and IT	1,878	1,691
Repairs and maintenance	732	1,938
Depreciation	2,355	1,489
Bad debts	-	378
Sundry expenses	453	47
	<u>15,327</u>	<u>12,232</u>
Legal and professional costs:		
Accountancy fees	720	720
Debt collection	-	50
Advertising and PR	27	8

Breakspeare Community Pre School
Detailed income and expenditure account
for the year ended 31 July 2023

This schedule does not form part of the statutory accounts

	2023	2022
	£	£
Other legal and professional	1,513	-
	<u>2,260</u>	<u>778</u>
	<u>170,660</u>	<u>174,413</u>