

Registered number
06946102

CLAVERING & ARKESDEN PRESCHOOL
(A company limited by guarantee)

Report and Accounts

31 August 2023

CLAVERING & ARKESDEN PRESCHOOL
Report and accounts
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CLAVERING & ARKESDEN PRESCHOOL

Legal and administrative information

Status

The organisation is a charitable company limited by guarantee, incorporated on 27 June 2009.

The company was established under a Memorandum of Association which established the objects and powers of the charitable company to carry out the functions of a Preschool and is governed under its Articles of Association. Under those Articles, the directors and trustees are elected annually at the AGM. The directors of the Company are as set out below.

Overall management of the organisation is the responsibility of the committee members who are elected and co-opted under the terms of the Memorandum & Articles of Association. Day to day project activity is managed and carried out by volunteers and/or paid staff.

The company, which is a registered charity (No: 1132714), has exemption from using the word "limited" in its registered name.

Trustees and directors

Judith French, Chair

Tom Archer, Treasurer

Olwen Astley Davies, Secretary

Corin Greenhow

Lois Clarke (resigned 31 January 2023)

Michelle Eltis (resigned 31 January 2023)

Alice Gregory (resigned 31 January 2023)

Megan Sumpster (resigned 31 January 2023)

Senior Staff Members

Michelle Draper - Manager

Registered office

Clavering & Arkesden Preschool

Rear of School, Stortford Rd

Clavering

Saffron Walden

Essex

CB11 4PE

Independent Examiner

Nick Caton

Mill Scott Ltd

Mill End

Mill Lane

Clavering

Saffron Walden

Essex

CB11 4RP

CLAVERING & ARKESDEN PRESCHOOL

Registered number: 06946102

Directors and Trustees report

The directors present their reports and accounts for the year ended 31 August 2023.

Aims and organisation

The principle objective of preschool is to provide Early Years care for children in the Clavering and surrounding area aged between two and half years and statutory school age.

Summary of the year

Where the previous academic year (2021-22) saw a return to business-as-usual following the pandemic-led disruption of the previous 2 years, 2022-23 saw the Preschool strengthen its position. Pupil numbers increased compared to the prior year and there was a full staff roster. Following the departure of the Helen Howett at the end of the 2021-22 year, Clare Hart started as manager at the beginning of the academic year.

A new committee was appointed following the AGM in November 2022. 2 new officer appointments were made, with Judith French taking the Chair role and Olwen Davies as Secretary. The committee continues to meet regularly and we are advertising for new volunteers for committee and fundraising support for the coming year.

Staff and Personnel

Sadly, at the start of the summer term 2023 Clare Hart took the decision to leave Preschool. Fortunately Michelle Draper, the deputy manager, took the decision to step up to the manager position with Marion Bartram agreeing to deputise.

At the start of the year we also welcomed Laura George onto the staff.

Staff Training

Staff training and development remains important to us and we continue to identify new initiatives to enrich the learning experience for children.

Fundraising and Donations

Compared to previous years the preschool had a relatively successful year for fundraising, thanks to the efforts of the committee, staff and parents. Over £8,000 was raised, with the main contributions coming from the St.Patrick's day party, a donation from another preschool in the area which sadly closed and a grant from Uttlesford Council for play equipment.

CLAVERING & ARKESDEN PRESCHOOL

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Directors and Trustees report

Finance

Total Income for the year stood at £ 124,142, up over 20% on the previous year. Extended and Universal Government funding was significantly higher than the previous financial year (by nearly £17,000), although session fees were slightly down compared to the previous year at just under £23,000 (a decrease of just over 7%). As mentioned above, fundraising income increased, more than doubling year-on-year.

Expenditures also increased over 7% compared to the previous year, and stood at £114,724 for the year. Primary drivers for the increase were staff wages, a significant increase in electricity rates and rental costs (including a backdated charge) arising from a new building lease that the pre-school was required to sign with Essex County Council.

At the end of the period, total charity funds stood at £71,646. The reserves account held £33,572. The total in the Fundraising Account at the end of the year stood at £2,821.

Small company provisions

This report has been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

This report was approved by the board on 5 December 2023 and signed on its behalf.



T Archer
Director and Treasurer

CLAVERING & ARKESDEN PRESCHOOL

INDEPENDENT EXAMINER'S REPORT TO THE DIRECTORS AND TRUSTEES OF CLAVERING & ARKESDEN PRESCHOOL

We report on the accounts of Clavering & Arkesden Preschool for the year ended 31 August 2023, which are set out on pages 5 to 9.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Act)) and that an independent examination is needed.

It is our responsibility to:

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

Basis of independent examiner's report

Our 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 the charity 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 the 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 our examination, no matter has come to our attention:

- 1 which gives us reasonable cause to believe that, in any material respect, the requirements to:
 - keep accounting records in accordance with section 130 of the Act; and
 - prepare accounts which accord with the accounting records and comply with the accounting requirementshave not been met: or
- 2 to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mill Scott Ltd
Chartered Accountants
Mill End
Clavering
Saffron Walden
CB11 4RP

5 December 2023

CLAVERING & ARKESDEN PRESCHOOL
Statement of Financial Activities
for the year ended 31 August 2023

	2023	2022
	£	£
Turnover	124,142	103,159
Administrative expenses	(114,724)	(106,911)
Net income/expenditure before interest	9,418	(3,752)
Net income/expenditure	9,418	(3,752)
Tax on profit/(loss)	-	-
Net income/expenditure for the year	<u>9,418</u>	<u>(3,752)</u>

CLAVERING & ARKESDEN PRESCHOOL**Registered number: 06946102****Balance Sheet****as at 31 August 2023**

	Notes	2023 £	2022 £
Fixed assets			
Tangible assets	4	4,521	5,174
Current assets			
Debtors	5	2,774	2,175
Cash at bank and in hand		70,905	66,799
		73,679	68,974
Creditors: amounts falling due within one year	6	(6,554)	(11,920)
Net current assets		67,125	57,054
Net assets		71,646	62,228
Funds			
Unrestricted funds	8	71,646	61,224
Restricted funds	8	-	1,004
Shareholders' funds		71,646	62,228

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.



T Archer
Director

Approved by the board on 5 December 2023

CLAVERING & ARKESDEN PRESCHOOL

Notes to the Accounts

for the year ended 31 August 2023

1 Accounting policies

Basis of preparation

The accounts have been prepared under the historical cost convention and in accordance with the FRS102, the Financial Reporting Standard applicable in the UK and Republic of Ireland (as applied to small entities by Section 1A of the standard), and the Statement of Recommended Practice (SORP) applicable to charitable companies.

Income

Education grant funding and fees are included as income as they fall due. Amounts received in advance are treated as deferred income.

Depreciation

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

Computer equipment	33% straight line
Other equipment	25% straight line

2 Employees

	2023 Number	2022 Number
Average number of employees	8	8

None of the trustees have been paid any remuneration from an employment with the charity.

3 Taxation

The charitable company is exempt from corporation tax on its charitable activities.

4 Tangible fixed assets

	Equipment £
Cost	
At 1 September 2022	23,189
Additions	1,429
At 31 August 2023	24,618
Depreciation	
At 1 September 2022	18,015
Charge for the year	2,082
At 31 August 2023	20,097
Net book value	
At 31 August 2023	4,521
At 31 August 2022	5,174

CLAVERING & ARKESDEN PRESCHOOL
Notes to the Accounts
for the year ended 31 August 2023

5 Debtors	2023	2022
	£	£
Trade debtors	1,988	1,424
Other debtors	786	751
	<u>2,774</u>	<u>2,175</u>

6 Creditors: amounts falling due within one year	2023	2022
	£	£
Trade creditors	-	42
Other creditors	6,554	11,878
	<u>6,554</u>	<u>11,920</u>

7 Share capital

The company has no issued share capital and is limited by guarantee for a total of £5.

8 Funds	2023	2023	2023
	£	£	£
	Unrestricted funds	Restricted funds	Total
At 1 September 2022	61,224	1,004	62,228
Net income/expenditure for the year	10,422	(1,004)	9,418
At 31 August 2023	<u>71,646</u>	<u>-</u>	<u>71,646</u>

Unrestricted funds are held for the general purposes of the charity, being the provision of pre-school and nursery education.

CLAVERING & ARKESDEN PRESCHOOL**Detailed profit and loss account****for the year ended 31 August 2023***This schedule does not form part of the statutory accounts*

	2023	2023	2022	2022
	£	£	£	£
Sales				
Education grant funding	89,784		72,374	
Fees and other related income	26,075		27,489	
Fundraising & grants - restricted	1,000		2,500	
Fundraising and donations - unrestricted	<u>7,283</u>		<u>796</u>	
		124,142		103,159
Expenses				
Staff salaries & pensions	89,079		80,744	
Staff training, recruitment & welfare	2,065		2,873	
Staff & children's uniform	871		666	
Children's snacks	316		253	
Craft, play & equipment supplies	1,214		2,981	
School trips & activities	610		764	
Fundraising event costs	1,353		-	
Printing, postage & stationery	771		590	
Telephone and broadband	700		828	
Licences & subscriptions	844		532	
IT & software	425		360	
Rent & rates	7,073		2,337	
Electricity	2,773		780	
Insurance	850		831	
Cleaning	458		2,333	
Repairs and maintenance	1,644		4,517	
Accountancy fees	900		740	
Other legal and professional	696		582	
Miscellaneous costs	-		7	
Depreciation	<u>2,082</u>		<u>4,193</u>	
		(114,724)		(106,911)
Net operating income/expenditure		<u>9,418</u>		<u>(3,752)</u>