

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE
DIRECTORS' AND TRUSTEES' REPORT
AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDING
31ST AUGUST 2022

Company No. 7722052 (Registered in England and Wales)
Charity No. 1132767

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

CONTENTS

	Page
Director's report	1 - 4
Statement of Financial Activities	5
Balance sheet	6
Notes to the financial statements	7 - 11
Independent Examiner's Report	12 - 13

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE
REPORT OF THE TRUSTEES FOR THE YEAR ENDING
31ST AUGUST 2022

Chair's report

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31st August 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum an Articles of Association, 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)



Pelin Bailey
Chair

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

REPORT OF THE TRUSTEES FOR THE YEAR ENDING

31ST AUGUST 2022

(continued)

Reference and administrative details

Charity number	1132767
Company number	7722052
Registered Office	Holbein Close Basingstoke Hampshire United Kingdom RG21 3EX

Our advisers

Independent Examiner	Black & White Chartered Certified Accountants
Bank	CAF Bank

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Chair:	Pelin Bailey
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Trustees:	Catherine Mansbridge	
	Charlene Duplock	
	Fe Scotting	
	Lucy Grimes	(appointed 08 December 2021)
	Michelle Hidson	
	Pelin Bailey	(appointed 08 December 2021)
	Rhiannon Baker	
	Sarah Gardiner	(appointed 08 December 2021)

Directors:	Catherine Mansbridge	
	Charlene Duplock	
	Danielle Jones	(ceased 8 December 2021)
	Fe Scotting	
	Frances Sorodoc	(ceased 8 December 2021)
	Lucy Grimes	(appointed 8 December 2021)
	Matthew Bailey	(appointed 8 December 2021)
	Michelle Hidson	
	Pelin Bailey	(appointed 8 December 2021)
	Rhiannon Baker	
	Sarah Gardiner	(appointed 8 December 2021)

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

REPORT OF THE TRUSTEES FOR THE YEAR ENDING

31ST AUGUST 2022

(continued)

Objects of the Charity, Principal Activities and Organisation of our work

The charity is constituted as a company limited by guarantee, and is therefore governed by a memorandum and articles of association.

The aims of the charity are to run a pre-school 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, family learning and extended hours groups, 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 pre-school learning alliance.

The board of trustees, who meet at least 12 times a year, are responsible for the administration of the charity. The day to day management is delegated to the Manager, who is responsible for the line management of the other members of the team.

Trustees are appointed by the existing board members and are drawn from interested members of the public.

The trust places much reliance on the services of unpaid volunteers. This includes the time provided by the trustees.

Public Benefit

The trustees have complied with their duty to have due regard to the guidance on public benefit as published by the Charity Commission.

The trustees feel that the charity is of public benefit.

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

REPORT OF THE TRUSTEES FOR THE YEAR ENDING

31ST AUGUST 2022

(continued)

Trustees' Responsibilities in Relation to the Financial Statements

The charity trustees (who are also the directors of Little Ducklings Preschool Basingstoke for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources.

In preparing those financial statements the directors are required to:

- (i) Select suitable accounting policies and then apply them consistently;
- (ii) Observe the methods and principles in the Charities SORP (FRS 102)
- (iii) Make judgements and estimates that are reasonable and prudent;
- (iv) State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- (iii) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006.

They are also responsible for safeguarding the assets of the charitable company 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 corporate and financial information included in the charitable company's website.

Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

By order of the Board

Signed on behalf of the Trustees

Signature.....



Pelin Bailey
Chair

Date..... Jun 20 2023

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED

31ST AUGUST 2022

	<u>Notes</u>	<u>Unrestricted</u> <u>Funds</u> <u>2022</u>	<u>Restricted</u> <u>Funds</u> <u>2022</u>	<u>Total</u> <u>Funds</u> <u>2022</u>	<u>Total</u> <u>Funds</u> <u>2021</u>
Incoming Resources					
Income and endowments from:					
Charitable activities		136,675		136,675	136,194
Investments	4	69		69	8
Other income		6,210		6,210	5,995
Total income		142,953	0	142,953	142,196
Resources expended					
Expenditure on:					
Raising funds		164	0	164	247
Charitable activities	5	125,554	0	125,554	133,779
Total expenditure		125,717	0	125,717	134,027
Net income/(expenditure) before investment gains/(losses)		17,236	0	17,236	8,169
Net gains/(losses) on investments		0	0	0	0
Net income/(expenditure) and net movement in funds for the year		17,236	0	17,236	8,169
Reconciliation of funds					
Total funds brought forward		93,491	0	93,491	85,322
Total funds carried forward		110,727	0	110,727	93,491

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

BALANCE SHEET

AS AT 31ST AUGUST 2021

	Notes	£	2022 £	£	2021 £
Current Assets					
Debtors		0		0	
Cash at bank and in hand		107,349		93,991	
		<u>107,349</u>		<u>93,991</u>	
Creditors: amounts falling due within one year	9	<u>(500)</u>		<u>(500)</u>	
Net current assets			106,849		93,491
Net assets			<u>106,849</u>		<u>93,491</u>
Capital Funds					
Unrestricted Funds			110,727		93,491
Restricted Funds			0		0
Total funds			<u>110,727</u>		<u>93,491</u>

Approval

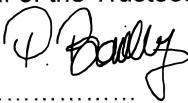
The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

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

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

These financial statements were approved by the directors on _____ and signed by:

Signed on behalf of the Trustees

Signature..... 

Pelin Bailey

Director

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDING

31ST AUGUST 2022

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a Basis of accounting

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16th July 2014.

Little Ducklings Preschool Basingstoke meets the definition of a public entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

There are no significant judgements made in the process of applying the entity's accounting policies.

b Preparation of the accounts on a going concern basis

After reviewing the charity's forecasts and projections the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

c Income

Fee income

Fees receivable are accounted for in the period in which the service is provided.

Donations and legacies

Donations and legacies receivable for the general purposes of the charity are credited to 'unrestricted funds'.

d Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

e Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

Expenditure is classified under the following activity headings:

- Cost of raising funds comprise the costs of marketing
- Expenditure on charitable activities includes the costs of salaries, and other activities undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading
- Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDING

31ST AUGUST 2022

(continued)

f Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activity. Support costs include the costs of office salaries, and governance costs which support the charity in the provision of education. The summary of what has been included in support costs is detailed in note 6.

g Cash at bank

Cash at bank and in hand includes cash at bank and in hand.

h Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

2 Legal status of the charity

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £1.

3 Income from charitable activities

The income from charitable activities relates to fee income charged.

4 Investment income

**Total
2021
£**

Interest income

69

5 Analysis of expenditure on charitable activities

	Notes	Ducklings 2022 £	Quackers 2022 £	Total 2022 £
Salaries and benefits	8	74,451	20,798	95,249
Insurance		2,082	0	2,082
Premises costs		14,872	4,632	19,503
Governance costs	6	1,274	265	1,540
Support costs	6	4,735	2,445	7,180
		97,414	28,140	125,554

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDING

31ST AUGUST 2022

(continued)

6 Analysis of governance and support costs

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs together with the governance costs are apportioned between the two charitable activities undertaken in the year. Refer to the table below for the basis of apportionment and the analysis of support and governance costs.

	Ducklings	Quackers	Total
	2022	2022	2022
	£	£	£
Governance costs			
Professional fees	745	137	882
Membership	437	35	472
Bank charges	93	93	186
	<u>1,274</u>	<u>265</u>	<u>1,540</u>

	Ducklings	Quackers	Total
	2022	2022	2022
	£	£	£
Support costs			
Deposits returned	65	0	65
Fundraising	546	66	612
Stationery	701	0	701
Equipment	1,593	1,040	2,633
Café	34	1,262	1,296
Telephone	774	0	774
Cleaning	844	7	851
Uniforms	0	39	39
Presents	179	32	211
	<u>4,735</u>	<u>2,445</u>	<u>7,180</u>

7	Net income/(expenditure) for the year	Total
		2022
	This is stated after charging:	£
	Depreciation of tangible fixed assets owned by the charity	<u>0</u>
	Independent Examiner's Fees	<u>500</u>

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDING

31ST AUGUST 2022

(continued)

8 Analysis of staff costs, trustee remuneration and expenses

	Total 2022 £	Total 2021 £
Salaries and wages	92,201	100,688
Pension costs	2,432	2,570
Training	616	346
	<u>95,249</u>	<u>103,604</u>

	2022 £	2021 £
9 Creditors: amounts falling due within one year		
Accruals	<u>500</u>	<u>500</u>
	<u>500</u>	<u>500</u>

10 Trustees' expenses

No expenses were paid to any Trustees during the year, except to re-imburse them for purchases or out of pocket expenses made on behalf of the charitable company.

11 Unrestricted funds

All unrestricted funds held are unrestricted and available to be applied in furtherance of Little Ducklings' charitable objectives at the discretion of the Trustees.

12 Reserves Policy

The trustees have reviewed the charity's needs for reserves, in line with the guidance issued by the Charity Commission, and have set aside or designated £45,000 to safeguard the charity's service commitment in the event of delays in receipt of grants or accrued legacies. This approximates to three months running costs. The Trustees believes that reserves should be at least at this level to ensure the charity can run efficiently and meet the needs of the beneficiaries.

13 Related party transactions

There are no related party transactions to report.

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

MANAGEMENT INCOME AND EXPENDITURE

FOR THE YEAR ENDED

31ST AUGUST 2022

	<u>Ducklings</u>	<u>Quackers</u>	<u>Total</u>	<u>Ducklings</u>	<u>Quackers</u>	<u>Total</u>
	<u>2022</u>	<u>2022</u>	<u>2022</u>	<u>2021</u>	<u>2021</u>	<u>2021</u>
Incoming Resources						
HCC Funding Grant	78,050	0	78,050	86,255	0	86,255
Other Grants	2,159	0	2,159	2,457	0	2,457
Fees from Parents	16,455	39,920	56,375	16,113	31,169	47,282
Other	5,360	8	5,368	4,626	13	4,638
Deposits	0	90	90		200	200
Fundraising	842	0	842	1,357	0	1,357
Interest received	46	22	69	5	2	8
Total incoming resources	102,913	40,040	142,953	110,812	31,384	142,196
Resources expended						
Rent	9,027	0	9,027	9,884	0	9,884
Rates	2,055	0	2,055	170	9	179
Utilities	2,362	4,608	6,970	3,196	0	3,196
Salaries	71,492	20,709	92,201	81,613	19,075	100,688
Pensions	2,432	0	2,432	2,570		2,570
Professional fees	810	137	947	731	125	856
Deposits returned	0	0	0	0	130	130
Bin	737	0	737	941		941
Fundraising	201	66	267	268	0	268
Uniforms	0	39	39	14	76	89
Maintenance	1,428	23	1,451	3,747	0	3,747
Membership	437	35	472	456	128	585
Training	527	89	616	346	0	346
Insurance	2,082	0	2,082	3,375	0	3,375
Marketing	23	141	164	136	112	247
Stationery	701	0	701	854	36	890
Equipment	855	1,040	1,895	1,615	282	1,897
Cafe	34	1,262	1,296	37	1,179	1,216
Free School Meals	345	0	345	990		990
Phone	774	0	774	673	0	673
Cleaning	844	7	851	1,019	17	1,035
Presents	179	32	211	38	18	57
Bank charges	93	93	186	84	84	168
Total resources expended	97,437	28,280	125,717	112,755	21,271	134,027
Net incoming resources for the year	5,476	11,759	17,236	(1,943)	10,112	8,169

STATEMENT OF ASSETS

Bank Balances at year end

Balance b/fwd @ 1st September 2020	93,491	85,322
Net incoming resources for the year	17,236	8,169
Balance c/fwd @ 31st August 2021	110,727	93,491



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

On accounts for the year
ended

31 August 2022

Charity no
(if any)

1132767

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 08 / 2022.

Responsibilities and
basis of report

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:

14/06/2023

Name:

Mr Jonathan David Mills BSc (Hons) CA ACCA

Relevant professional
qualification(s) or body
(if any):

ICAS and ACCA

Address:

Black & White Accounting Limited, 2-3 Stable Court, Herriard Park,
Basingstoke, Hants, RG25 2PL

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.

N/A