

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

DIRECTORS' AND TRUSTEES' REPORT

AND

FINANCIAL STATEMENTS

FOR THE YEAR ENDING

31ST AUGUST 2024

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

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

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LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

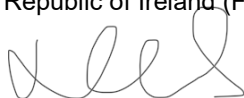
REPORT OF THE TRUSTEES FOR THE YEAR ENDING

31ST AUGUST 2024

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 2024 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 and 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)



Lucy Grimes
Chair

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

REPORT OF THE TRUSTEES FOR THE YEAR ENDING

31ST AUGUST 2024
(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:	Lucy Grimes
Trustees:	Catherine Mansbridge Charlotte Miller Fe Scotting Hannah Buckthorpe (appointed 14 October 2024) Rhiannon Baker (ceased 14 October 2024)
Directors:	Catherine Mansbridge Charlotte Miller Fe Scotting Lucy Grimes Rhiannon Baker (ceased 14 October 2024)

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

REPORT OF THE TRUSTEES FOR THE YEAR ENDING

31ST AUGUST 2024

(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 2024

(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.....

Lucy Grimes
Chair

Date...30/5/2025.....

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED

31ST AUGUST 2024

	<u>Notes</u>	<u>Unrestricted</u> <u>Funds</u> <u>2024</u>	<u>Restricted</u> <u>Funds</u> <u>2024</u>	<u>Total</u> <u>Funds</u> <u>2024</u>	<u>Total</u> <u>Funds</u> <u>2023</u>
Incoming Resources					
Income and endowments from:					
Charitable activities		174,233		174,233	142,077
Investments	4	3,191		3,191	1,146
Other income		11,006		11,006	9,448
Total income		188,431	0	188,431	152,671
Resources expended					
Expenditure on:					
Raising funds		238	0	238	324
Charitable activities	5	152,559	0	152,559	132,531
Total expenditure		152,797	0	152,797	132,855
Net income/(expenditure) before investment gains/(losses)		35,634	0	35,634	19,816
Net gains/(losses) on investments		0	0	0	0
Net income/(expenditure) and net movement in funds for the year		35,634	0	35,634	19,816
Reconciliation of funds					
Total funds brought forward		130,543	0	130,543	110,727
Total funds carried forward		166,177	0	166,177	130,543

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

BALANCE SHEET

AS AT 31ST AUGUST 2024

	Notes	£	2024 £	£	2023 £
Current Assets					
Debtors		0		0	
Cash at bank and in hand		166,687		131,043	
		<u>166,687</u>		<u>131,043</u>	
Creditors: amounts falling due within one year	9	<u>(500)</u>		<u>(500)</u>	
Net current assets			166,187		130,543
Net assets			<u>166,187</u>		<u>130,543</u>
Capital Funds					
Unrestricted Funds			166,177		150,359
Restricted Funds			0		0
Total funds			<u>166,177</u>		<u>150,359</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.....

Lucy Grimes

Director

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDING

31ST AUGUST 2024

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 2024

(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
2024
£**

Interest income

3,191

5 Analysis of expenditure on charitable activities

	Notes	Ducklings 2024 £	Quackers 2024 £	Total 2024 £
Salaries and benefits	8	82,664	26,280	108,944
Insurance		2,328	0	2,328
Premises costs		26,401	5,088	31,489
Governance costs	6	1,784	365	2,148
Support costs	6	5,070	2,580	7,650
		<u>118,246</u>	<u>34,313</u>	<u>152,559</u>

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDING

31ST AUGUST 2024

(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
	2024	2024	2024
	£	£	£
Governance costs			
Professional fees	1,081	135	1,216
Membership	643	170	813
Bank charges	60	60	120
	1,784	365	2,148

	Ducklings	Quackers	Total
	2024	2024	2024
	£	£	£
Support costs			
Deposits returned	0	0	0
Fundraising	507	0	507
Stationery	346	5	351
Equipment	1,918	757	2,675
Café	99	1,540	1,639
Free School Meals	0	0	0
Telephone	567	0	567
Cleaning	921	46	968
Uniforms	612	232	845
Presents	99	0	99
	5,070	2,580	7,650

7	Net income/(expenditure) for the year	Total
		2024
	This is stated after charging:	£
	Depreciation of tangible fixed assets owned by the charity	0
	Independent Examiner's Fees	500

LITTLE DUCKLINGS PRE-SCHOOL BASINGSTOKE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDING

31ST AUGUST 2024

(continued)

8 Analysis of staff costs, trustee remuneration and expenses

	Total 2024 £	Total 2023 £
Salaries and wages	105,298	93,249
Pension costs	2,865	2,265
Training	782	284
	<hr/>	<hr/>
	108,944	95,798

	2024 £	2023 £
9 Creditors: amounts falling due within one year		
Accruals	<hr/> 500	<hr/> 500
	<hr/> 500	<hr/> 500

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 2024

	<u>Ducklings</u>	<u>Quackers</u>	<u>Total</u>	<u>Ducklings</u>	<u>Quackers</u>	<u>Total</u>
	<u>2024</u>	<u>2024</u>	<u>2024</u>	<u>2023</u>	<u>2023</u>	<u>2023</u>
Incoming Resources						
HCC Funding Grant	98,073	0	98,073	78,020	0	78,020
Other Grants	6,574	0	6,574	2,080	0	2,080
Fees from Parents	19,070	50,436	69,506	14,112	47,745	61,857
Other	10,119	31	10,150	5,053	0	5,053
Deposits	0	80	80	0	120	120
Fundraising	856	0	856	4,395	0	4,395
Interest received	1,745	1,446	3,191	705	440	1,146
Total incoming resources	136,437	51,994	188,431	104,366	48,305	152,671
Resources expended						
Rent	10,712	0	10,712	9,326	0	9,326
Rates	2,271	0	2,271	2,624	0	2,624
Utilities	5,274	5,088	10,362	4,597	4,289	8,886
Salaries	79,134	26,163	105,298	68,196	25,053	93,249
Pensions	2,865	0	2,865	2,265	0	2,265
Professional fees	1,081	135	1,216	458	122	579
Deposits returned	0	0	0	0	0	0
Bin	896	0	896	801	0	801
Fundraising	507	0	507	74	0	74
Uniforms	612	232	845	620	620	1,240
Maintenance	7,248	0	7,248	139	0	139
Membership	643	170	813	206	90	296
Training	665	117	782	272	12	284
Insurance	2,328	0	2,328	2,136	0	2,136
Marketing	108	130	238	166	158	324
Stationery	346	5	351	1,064	5	1,068
Equipment	1,918	757	2,675	1,452	891	2,342
Cafe	99	1,540	1,639	8	1,544	1,552
Free School Meals	0	0	0	105	0	105
Phone	567	0	567	602	0	602
Cleaning	921	46	968	793	10	802
Presents	99	0	99	152	10	162
Bank charges	60	60	120	60	60	120
Correction		0	0	3,878	0	3,878
Total resources expended	118,354	34,443	152,797	99,992	32,862	132,855
Net incoming resources for the year	18,083	17,551	35,634	4,373	15,443	19,816

STATEMENT OF ASSETS

Bank Balances at year end

Balance b/fwd @ 1st September 2023	130,543	110,727
Net incoming resources for the year	<u>35,634</u>	<u>19,816</u>
Balance c/fwd @ 31st August 2024	<u>166,177</u>	<u>130,543</u>