

**UP, UP AND AWAY PRE-SCHOOL-GREAT
WALTHAM**

Charity number 1137026
Company registration number 07253412

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021**



UP, UP AND AWAY PRE-SCHOOL-GREAT WALTHAM
CONTENTS
FOR THE YEAR ENDED 31 MARCH 2021

	Page
Trustee's Annual Report	1 - 3
Independent examination report	4
Statement of Financial Activity	5
Balance Sheet	6
Notes forming part of the financial statements	7-8

UP, UP AND AWAY PRE-SCHOOL-GREAT WALTHAM

TRUSTEE ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

The Directors present their report with the financial statements of the Company for the year ended ended 31 March 2021.

Period of this report

This report covers the year 1 April 2020 to 31 March 2021.

Date of incorporation 13 May 2010

Registered company number 07253412

Registered charity number 1137026

Registered Address Hulton Hall South Street
Great Waltham
Chelmsford
Essex, CM3 1DF

Directors

Tessa Rose
John Summers
Heather Hollamby
Laura Mitson

Appointed
04/04/2019
01/04/2019
23/07/2014
01/06/2019

Resigned

Secretary

Heather Hollamby

Appointed
23/07/2014

Resigned

Independent Examiner

Community360
Winsley's House
High Street
Colchester
Essex, CO1 1UG

UP, UP AND AWAY PRE-SCHOOL-GREAT WALTHAM

TRUSTEE ANNUAL REPORT FOR THE YEAR YEAR 31 MARCH 2021

We had 23 children leave in the summer to start at primary school. Numbers on our register are still healthy despite this, with new children signed up to start every half term. The Covid-19 situation continues to be a challenge, as we have not been able to hold any open days or attract new families in the way we would have previously done. This does mean that numbers are slightly low, but still within a healthy range. The main focus of the team has been the children's' emotional and physical wellbeing at such a strange time, and this has been aided by the smaller class sizes. The team are continuing to keep on top of the continually-changing guidelines, with risk assessments in place that parents are welcome to view. We owe huge thanks to Laura and the team for all of the extra work that this has entailed. We hope that when restrictions are lifted, we will be able to hold an open day and begin to market ourselves again.

This year, 3 members of staff decided to move on to new adventures and they went with our very best wishes. Since our last AGM, the following members of staff have joined;

- Katy, who leads a music and Makaton signing session
- Charlotte, who runs our breakfast club, and is currently undertaking a Level 3 apprenticeship in Early Years Education
- Francesca, a qualified Early Years teacher with many years' experience
- Leonie, Level 3 qualified in Early Years Education with many years' experience
- Carmella, who has recently been doing some bank shifts and has now joined the team permanently

We are always looking for new Committee members, particularly as many of our current Committee's children have now left preschool to start at primary school. We have a quota in our governing document which states that we must have a certain number of Committee members with children who are currently attending the preschool.

Jenny Cappin resigned as chair and Tessa Rose was appointed and Adrian Woodley appointed as secretary, Aisling Murrin resigned as Treasurer and John Summers was appointed. Rebecca Spacey resigned as a director and Ofsted designated person and Laura Mitson was appointed

Tessa Rose
Chair

UP, UP AND AWAY PRE-SCHOOL-GREAT WALTHAM

TRUSTEE ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

Principal activity

UpUpand Away pre-school is a charity run organisation whose aims are to provide the very best high quality child care to families within their local community, within a happy, safe, stimulating and nurturing environment.

Governing document

The Company is operated under the rules of it's Memorandum and Articles of Association dated 13 May 2010. It is a Company Limited by Guarantee and therefore has no share capital.

Overall management of the Company is the responsibility of the Directors who are elected and co-opted under the terms of the Memorandum and Articles of Association. Day to day project activity is managed and carried out by paid staff and volunteers.


Exemptions

The Directors have taken advantage of the exemptions available to small Companies, including the audit exemption (see statement on balance sheet).

The Company's policy on reserves

The Company has a reserves policy in line with their Memorandum of Association, and it is reviewed yearly at the Annual General Meeting.

Signed


J Summers

Date

16/12/21

UP, UP AND AWAY PRE-SCHOOL GREAT WALTHAM

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2021

I report on the accounts of Up, Up and Away Pre-school Great Waltham for the year ended 31 March 2021 which are set out on pages 5 to 8.

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011 (The Act) but that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's Statement

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 the Charity and a comparison of the accounts presented with those records. It also includes considerations 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no material matters have come to my attention 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 the 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 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.

Shelley-Marie Rudling FMAAT AATQB for and on behalf of:

Community360

Winsley's House, High Street, Colchester, Essex

 Date 22/12/2021

UP, UP AND AWAY PRE-SCHOOL-GREAT WALTHAM

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

	Notes	2021 Unrestricted £	2020 Unrestricted £
Income and endowments from:			
Donations & legacies		9,028	-
Charitable activities	2	81,733	88,195
Investment income		18	41
Other income		161	489
		90,940	88,725
Resources expended:			
Charitable activities	3	74,282	75,322
Raising funds		260	491
Other		921	601
		75,463	76,414
Operating surplus/(deficit)		15,477	12,311
Total funds brought forward from 1st April 2020		38,483	26,172
Total funds carried forward at 31 March 2021		53,960	38,483

The notes on pages 7 & 8 form part of these financial statements.

UP, UP AND AWAY PRE-SCHOOL-GREAT WALTHAM

BALANCE SHEET AS AT 31 MARCH 2021

		2021 £	2020 £
Current assets			
Debtors	4	1,861	1,550
Cash at bank and in hand		52,448	37,512
Total current assets		54,309	39,062
Current liabilities			
Creditors: due within one year	5	349	580
Total current liabilities		349	580
Net assets		53,960	38,483
Total funds		53,960	38,483

For the period ended 31 March 2021 the Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

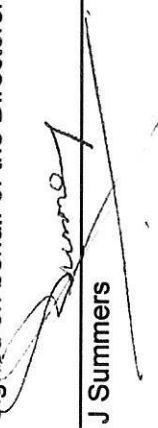
The members have not required the Company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

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

The Directors declare that they have approved the accounts above.

Signed on behalf of the Directors:


J Summers

Date: 16/12/21

UP, UP AND AWAY PRE-SCHOOL-GREAT WALTHAM

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

1. Accounting policies

Basis of the preparation of the accounts

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement on 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) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The trustees have taken advantage of the exemption in Financial Reporting Standard 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small.

Incoming resources

All material incoming resources have been included on a receivable basis i.e. they are included if the date receivable falls within the period covered by these accounts. All income received is unrestricted.

Resources expended

These have been analysed using a natural classification. All expenses are unrestricted.

2. Income from charitable activities

	2021	2020
	£	£
Fees from parents	6,847	15,803
Funding - Essex County Council	74,628	70,846
Fundraising	258	1,546
	<u>81,733</u>	<u>88,195</u>

3. Resources expended

Charitable activities

	2021	2020
	£	£
Wages	58,042	59,088
Office expenditure	1,242	2,738
Hall rental	4,228	5,595
Milk & snacks	512	541
Insurance	666	636
Equipment & activities	9,410	5,097
Training	-	1,377
Professional fees	182	250
	<u>74,282</u>	<u>75,322</u>

Raising funds

Fundraising costs	31	146
Advertising	229	345
	<u>260</u>	<u>491</u>

UP, UP AND AWAY PRE-SCHOOL-GREAT WALTHAM

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

3. Resources expenses continued

Other
Repairs and maintenance

921	601
<u>921</u>	<u>601</u>
<u>75,463</u>	<u>76,414</u>

Total expenditure

4. Debtors

Other debtors (outstanding fees)
Prepayments

2021	2020
£	£
81	884
1,780	666
<u>1,861</u>	<u>1,550</u>

5. Creditors

Accruals
Creditors

2021	2020
£	£
349	182
-	398
<u>349</u>	<u>580</u>

6. Related parties

There were no related parties within the year.

7. Going concern

The charity is operating on a going concern basis

8. Staff

As at the 31st March 2021, ten staff (2020: nine) were employed by Up Up & Away Pre School. No staff member earned more than £60,000 pa.

Key management personnel

During the year total remuneration of £14,682 (2020:£13,857) was paid to key management personnel. The remuneration of key management personnel is decided upon and authorised by the trustees.