

LITTLE OAK PRE-SCHOOL (WITNEY) LIMITED

England & Wales · Charity number 1137934

Details

Status Registered

Legal form Charitable company

Company number [07326565](#)

Registered 2010-09-09

Register [View on the Charity Commission register](#)

Contact

Address 50A Holford Road
Witney
Oxon
OX28 5NG

Phone 01993 775940

Email littleoakpreschool@aol.com

Website www.littleoakpreschoolwitney.com

Activities

Objects: 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:- OFFERING APPROPRIATE PLAY, EDUCATION AND CARE FACILITIES AND TRAINING COURSES, 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;ENCOURAGING THE STUDY OF THE NEEDS OF SUCH CHILDREN AND THEIR FAMILIES AND PROMOTING PUBLIC INTEREST IN AND RECOGNITION OF SUCH NEEDS;INSTIGATING AND ADHERING TO AND FURTHERING THE AIMS AND OBJECTS OF THE PRE-SCHOOL LEARNING ALLIANCE.

Activities: As a charity we offer appropriate play, education and care facilities for children aged 2+ to 4+. The children benefit by a well thought out curriculum following the Early Years Foundation Stage.

Classification

- **How:** Provides Human Resources, Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE OXFORDSHIRE.
- Oxfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£195,925	£175,804	-	-
2024-07-31	£182,431	£172,069	-	-
2023-07-31	£157,471	£174,825	-	-
2022-07-31	£148,135	£155,453	-	-
2021-07-31	£128,374	£129,334	-	-

Trustees

Name	Role	Appointed
Lynda Bruton		2024-05-07
Maria Collishaw		2026-05-15
Susan Potter		2019-08-01

LITTLE OAK PRE-SCHOOL (WITNEY) LIMITED

England & Wales - Charity number 1137934

Accounts

Company registration number: 07326565

Charity registration number: 1137934

Little Oak Pre-School (Witney) Limited

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 July 2025

J M Russell FCA
37 Market Square
Witney
Oxfordshire
OX28 6RE

Little Oak Pre-School (Witney) Limited

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Little Oak Pre-School (Witney) Limited

Reference and Administrative Details

Trustees	S Potter L M Bruton
Charity Registration Number	1137934
Company Registration Number	07326565
Registered Office	The charity is incorporated in England and Wales. 50A Holford Road Witney Oxon OX28 5NG
Principal Office	C/o Queen Emma's Primary School Burwell Drive Witney Oxon OX28 5LP
Independent Examiner	J M Russell FCA 37 Market Square Witney Oxfordshire OX28 6RE
Bankers	Barclays Bank Plc Witney

Little Oak Pre-School (Witney) Limited

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements and auditors' report of the charitable company for the year ended 31 July 2025.

Objectives and activities

Objects and aims

The charity's broad object is to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

As a charity we offer appropriate play, education and care facilities for children aged 2+ to 4+. The children benefit by a well thought out curriculum following the Early Years Foundation Stage.

Public benefit

When planning activities for the year the trustees have been mindful of the Charity Commission's guidance on public benefit and by:

- Offering appropriate play, education and care facilities and training courses, 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;
- Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs;
- Instigating and adhering to and furthering the aims and objects of the Pre-School Learning Alliance the trustees believe that this guidance is being followed.

The children benefit by attending the pre-school and enjoying the facilities offered. Their parents can directly participate or can enjoy their ability to access work whilst the children are cared for. In the wider community the public are benefited by the improved behaviour and integration of the children into the local society and potentially through life as well grounded members of the community. By engaging the children and their immediate families the link between the small community of the pre-school and the local area, the general public are able to recognise and participate in the education process of future generations.

Whilst a fee is levied by the school, each family has the right to claim 15 hours of Nursery Education Funding (available to all children the term following their third birthday), as well as "Two Year Old" funding and "Extended" funding totalling 30 hours (where entitled), per week, term time, from the County Council and HMRC. Where this is not enough and the child requires further time which is unfunded, then the school will assist in researching and claiming from other sources where possible. Children with special needs are individually budgeted for within the pre-school in addition to any other special grants received for them, to ensure they have the 1:1 care that they need. Where there are cases of hardship, the school is flexible in its requests for payment and indeed in some cases will waive its fees altogether, thus ensuring that the facility is open to all.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Little Oak Pre-School (Witney) Limited

Trustees' Report

Achievements and performance

Nicola Godfrey is Pre-school Manager with primary responsibility for staff and the pre-school. Rachael Jarvie is Office Manager and is responsible for administration, payroll etc.

Again, our outdoor area was tidied and cleaned during the summer holidays and it was decided to remove the playhouse on legs as it has seen better days.

We were pleased to be able to use some of our EPP (Ealy Years Pupil Premium) funding and Deprivation funding to use a local company called "Big Foot" to design and erect a beautiful wooden bus, with petrol pumps and a pagoda to allow pre-school to provide cover in the sumer. It has massively improved the presentation of pre-school from our lane entrance.

We have again used some of our EYPP (Early Years Pupil Premium) funding to offer some free lunch sessions to some of our children to help prepare for school. EYPP funding is given directly to the pre-school to help less advantaged children who will typically go on to qualify for free school meals when they attend primary school. EYPP can also be used for small group work to help with speech and language, outdoor clothing including primary school uniform and anything that helps to encourage regular attendance and improve the quality of the child's time at pre-school.

Financial review

The attached financial statements show the current state of the finances which the board consider acceptable

Overall pre-school are pleased to show that income is higher than the previous year and expenditurer is in line with previous year.

Little Oak Pre-School (Witney) Limited

Trustees' Report

Policy on reserves

The trustees aim to maintain free reserves at a level equivalent to three months' salary costs. The reserves at the end of the period were in excess of this at £80,105. Due to the ageing building, some of this will be used for more maintenance work expected in the near future.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:

- C Putt (resigned 2 February 2026)
- S Potter
- R Hambidge (resigned 6 January 2026)
- L M Bruton

Structure, governance and management

Nature of governing document

The company was incorporated on 27 July 2010 under company number 07326565 and registered as a charity at the Charity Commission on 9 September 2010 under number 1137934. The charity is known as 'Little Oak Pre-School'. The governing document is the Memorandum and Articles of Association.

Statement of Responsibilities (within Trustees Report)

The trustees (who are also the directors of Little Oak Pre-School (Witney) Limited for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and 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.

Little Oak Pre-School (Witney) Limited

Trustees' Report

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Disclosure of information to auditor

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

The annual report was approved by the trustees of the charity on and signed on its behalf by:

S Potter
Trustee

Little Oak Pre-School (Witney) Limited

Independent Examiner's Report to the trustees of Little Oak Pre-School (Witney) Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2025.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Little Oak Pre-School (Witney) Limited as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

J M Russell FCA

37 Market Square
Witney
Oxfordshire
OX28 6RE

Date:.....

Little Oak Pre-School (Witney) Limited

Statement of Financial Activities for the Year Ended 31 July 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2025 £	Total 2024 £
Income and Endowments from:				
Charitable activities	3	<u>195,925</u>	<u>195,925</u>	<u>182,431</u>
Total income		<u>195,925</u>	<u>195,925</u>	<u>182,431</u>
Expenditure on:				
Charitable activities	4	<u>(175,804)</u>	<u>(175,804)</u>	<u>(172,069)</u>
Total expenditure		<u>(175,804)</u>	<u>(175,804)</u>	<u>(172,069)</u>
Net income		<u>20,121</u>	<u>20,121</u>	<u>10,362</u>
Net movement in funds		20,121	20,121	10,362
Reconciliation of funds				
Total funds brought forward		<u>59,984</u>	<u>59,984</u>	<u>49,622</u>
Total funds carried forward	12	<u><u>80,105</u></u>	<u><u>80,105</u></u>	<u><u>59,984</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2024 is shown in note 12.

Little Oak Pre-School (Witney) Limited

(Registration number: 07326565)
Balance Sheet as at 31 July 2025

	Note	2025 £	2024 £
Fixed assets			
Tangible assets	9	11,922	5,901
Current assets			
Stocks		45	45
Debtors	10	-	956
Cash at bank and in hand		<u>73,530</u>	<u>58,204</u>
		73,575	59,205
Creditors: Amounts falling due within one year	11	<u>(5,392)</u>	<u>(5,122)</u>
Net current assets		<u>68,183</u>	<u>54,083</u>
Net assets		<u><u>80,105</u></u>	<u><u>59,984</u></u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>80,105</u>	<u>59,984</u>
Total funds	12	<u><u>80,105</u></u>	<u><u>59,984</u></u>

For the financial year ending 31 July 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 7 to 17 were approved by the trustees, and authorised for issue on and signed on their behalf by:

S Potter
Trustee

Little Oak Pre-School (Witney) Limited

Statement of Cash Flows for the Year Ended 31 July 2025

	Note	2025 £	2024 £
Cash flows from operating activities			
Net cash income		20,121	10,362
Adjustments to cash flows from non-cash items			
Depreciation		<u>2,104</u>	<u>1,041</u>
		22,225	11,403
Working capital adjustments			
Decrease in stocks		-	10
Decrease/(increase) in debtors	10	956	(318)
Increase in creditors	11	<u>270</u>	<u>140</u>
Net cash flows from operating activities		23,451	11,235
Cash flows from investing activities			
Purchase of tangible fixed assets	9	<u>(8,125)</u>	<u>(120)</u>
Net increase in cash and cash equivalents		15,326	11,115
Cash and cash equivalents at 1 August		<u>58,204</u>	<u>47,089</u>
Cash and cash equivalents at 31 July		<u><u>73,530</u></u>	<u><u>58,204</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2025

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

50A Holford Road
Witney
Oxon
OX28 5NG

The principal place of business is:

C/o Queen Emma's Primary School
Burwell Drive
Witney
Oxon
OX28 5LP

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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) (effective 1 January 2019 - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Little Oak Pre-School (Witney) Limited meets the definition of a public benefit 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.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2025

Incoming resources

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract or where entitlement to grant funding is subject to specific performance conditions. Grant income included in the category provides funding to support programme activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Portacabin	over 12 years
Fixtures and fittings	15% reducing balance basis

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2025

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Items donated for resale or distribution are not included in the financial statements until they are sold or distributed

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Short term trade creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and subsequently at amortised cost.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Pensions and other post retirement obligations

A defined contribution plan is a pension plan under which fixed contributions are paid into a pension fund and the company has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised as an employee benefit expense when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment. All pension costs are included in unrestricted expenditure.

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2025

3 Income from charitable activities

	Unrestricted	Total	Total
	General	2025	2024
	£	£	£
County Council Educare grants	173,319	173,319	150,380
Fundraising	95	95	231
Fees and supplies	22,511	22,511	31,820
	<u>195,925</u>	<u>195,925</u>	<u>182,431</u>

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2025

4 Total resources expended

	Unrestricted		Total 2025 £	Total 2024 £
	Charitable Activities £	Governance £		
Wages and salaries	139,237	-	139,237	134,116
Staff NIC (Employers)	5,475	-	5,475	4,142
Staff pensions (Defined contribution)	2,872	-	2,872	2,505
Establishment costs	5,585	-	5,585	5,063
Repairs and maintenance	3,442	-	3,442	4,987
Office expenses	2,065	-	2,065	2,214
Printing, postage and stationary	638	-	638	425
Subscriptions and donations	477	-	477	722
Pre-School Consumables	4,474	-	4,474	4,714
Pre-School Refreshments	1,255	-	1,255	1,533
Sundry expenses	106	-	106	161
Staff Welfare and Refreshments	285	-	285	644
Cleaning	288	-	288	2,412
Independent examiner's fee	-	1,980	1,980	1,728
Payroll costs	3,745	-	3,745	5,213
Bank charges	120	-	120	115
Depreciation, amortisation and other similar costs	2,104	-	2,104	1,041
Staff welfare	1,141	-	1,141	-
Bank interest receivable	-	-	-	(2)
Staff training	515	-	515	336
	<u>173,824</u>	<u>1,980</u>	<u>175,804</u>	<u>172,069</u>

5 Net incoming/outgoing resources

Net incoming resources for the year include:

	2025 £	2024 £
Depreciation of fixed assets	<u>2,104</u>	<u>1,041</u>

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2025

6 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

7 Staff costs and numbers

No employee received emoluments of more than £60,000 during the year.

8 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2025

9 Tangible fixed assets

	Portacabin £	Fixtures, fittings and equipment £	Total £
Cost			
At 1 August 2024	29,133	25,854	54,987
Additions	-	8,125	8,125
	<u>29,133</u>	<u>33,979</u>	<u>63,112</u>
At 31 July 2025			
Depreciation			
At 1 August 2024	29,133	19,953	49,086
Charge for the year	-	2,104	2,104
	<u>29,133</u>	<u>22,057</u>	<u>51,190</u>
At 31 July 2025			
Net book value			
At 31 July 2025	<u>-</u>	<u>11,922</u>	<u>11,922</u>
At 31 July 2024	<u>-</u>	<u>5,901</u>	<u>5,901</u>

10 Debtors

	2025 £	2024 £
Trade debtors	<u>-</u>	<u>956</u>

11 Creditors: amounts falling due within one year

	2025 £	2024 £
Other taxation and social security	1,536	1,446
Other creditors	-	1
Accruals	<u>3,856</u>	<u>3,675</u>
	<u>5,392</u>	<u>5,122</u>

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2025

12 Funds

	Balance at 1 August 2024 £	Incoming resources £	Resources expended £	Balance at 31 July 2025 £
Unrestricted funds				
General	<u>59,984</u>	<u>195,925</u>	<u>(175,804)</u>	<u>80,105</u>
	Balance at 1 August 2023 £	Incoming resources £	Resources expended £	Balance at 31 July 2024 £
Unrestricted funds				
General	<u>49,622</u>	<u>182,431</u>	<u>(172,069)</u>	<u>59,984</u>

13 Related party transactions

14 Analysis of net assets between funds

	Unrestricted funds General £	Total funds at 31 July 2025 £
Tangible fixed assets	11,922	11,922
Current assets	73,575	73,575
Current liabilities	<u>(5,392)</u>	<u>(5,392)</u>
Total net assets	<u>80,105</u>	<u>80,105</u>
	Unrestricted funds General £	Total funds at 31 July 2024 £
Tangible fixed assets	5,901	5,901
Current assets	59,205	59,205
Current liabilities	<u>(5,122)</u>	<u>(5,122)</u>
Total net assets	<u>59,984</u>	<u>59,984</u>

LITTLE OAK PRE-SCHOOL (WITNEY) LIMITED

England & Wales - Charity number 1137934

Accounts

Little Oak Pre-School (Witney) Limited
Trustee's Report year ending 31st July 2024

The trustee's, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31st July 2023.

Trustees

C Putt
S D Potter
R Hambidge
L Bruton

Objectives and activities

Objects and aims

The charity's broad object is to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

As a charity we offer appropriate play, education and care facilities for children aged 2+ years to 4+ years. The children benefit by a well thought out curriculum following the Early Years Foundation Stage.

Public benefit

When planning activities for the year the trustees have been mindful of the Charity Commission guidance on public benefit and by:

- Offering appropriate play, education and care facilities for the children and training courses for staff, together with the right of parents 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;
- Encouraging staff to study of the needs of such children and their families and promoting public interest in and recognition of such needs;
- Instigating and adhering to and furthering the aims and objects of the Pre-School Learning Alliance the trustees believe that this guidance is being followed.

The children benefit by attending the pre-school and enjoying the facilities offered. Their parents can enjoy their time or work whilst the children are cared for. In the wider community the public are benefited by the improved behaviour and integration of the children into the local society and potentially through life as well grounded members of the community. By engaging the children and their immediate families the link between the small community of the pre-school and the local area, the general public are able to recognise and participate in the education process of future generations.

Whilst a fee is levied by the school, each family has the right to claim 15 hours of Nursery Education Funding (available to all children the term following their third birthday), as well as "Two Year Old" funding and "Extended" funding totalling 30 hours (where entitled), per week, term time, from the County Council & HMRC. Where this is not enough and the child requires further time which is unfunded, then the pre-school will assist in researching and claiming from other sources where possible. Children with special needs are individually budgeted for within the pre-school in addition to any other special grants received for them to ensure they have the 1:1 care they need. Where there are cases of hardship, the pre-

school is flexible in its requests for payment and indeed in some cases will waive its fees altogether, thus ensuring that the facility is open to all.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

Nicola Godfrey is Pre-school Manager with primary responsibility for staff and the pre-school. Rachael Jarvie is Office Manager and is responsible for administration, payroll etc. Again, our outdoor area was tidied and cleaned during the summer holidays and it was decided to remove the playhouse on legs as it has seen better days, We were pleased to be able to use some of our EYPP (Early Years Pupil Premium) funding and Deprivation funding to use a local company called "Big Foot" to design and erect a beautiful wooden bus, with petrol pumps and a pagoda to allow pre-school to provide cover in the summer. It has massively improved the presentation of pre-school from our lane entrance.

We have again used some of our EYPP (Early Years Pupil Premium) funding to offer some free lunch sessions to some of our children to help prepare for school. EYPP funding is given directly to the pre-school to help less advantaged children who will typically go on to qualify for free school meals when they attend primary school. EYPP can also be used for small group work to help with speech and language, outdoor clothing including primary school uniform and anything that helps to encourage regular attendance and improve the quality of the child's time at pre-school.

Financial review

The attached financial statements show the current state of the finances which the board consider to be acceptable.

Overall pre-school are pleased to show that income is higher than the previous year and expenditure lower.

Policy on reserves

The trustees aim to maintain free reserves at a level equivalent to three months' salary costs. The reserves at the end of the period were in excess of this at £35,000. Due to the ageing building, some of this will be used for more maintenance work expected in the near future.

Structure, governance and management

Nature of governing document

The company was incorporated on 27 July 2010 under company number 07326565 and registered as a charity at the Charity Commission on 9 September 2010 under number 1137934. The charity is known as "Little Oak Pre-School". The governing document is the Memorandum and Articles of Association.

Recruitment and appointment of trustees

R Hambidge – removed 1.8.2019 and reinstated 2.10.2020

L Bruton appointed 7.5.2024

Bank Receipts

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Date	Details	Total	Grants	Fees	Fees (trf to Petty Cash)	Fundraising	Int received	Milk	Christmas party	Other
4.8.23	Fee's 100159	361.50		361.50						
4.8.23	Barclays Interest	0.27					0.27			
9.8.23	DH Wfru Nursery Milk Reimburs	67.95						67.95		
15.8.23	OCC SEN	1,001.48	1,001.48							
23.8.23	OCC SEN	2,268.96	2,268.96							
5.9.23	Barclays Interest	0.82					0.82			
8.9.23	Fee's ERL	3.50		3.50						
8.9.23	Fee's RLE	206.50		206.50						
11.9.23	Fee's RW	257.00		257.00						
11.9.23	Fees MCL	486.50		486.50						
12.9.23	Fee's LH	45.50		45.50						
12.9.23	Fee's IO	118.50		118.50						
12.9.23	Fee's EO	210.50		210.50						
13.9.23	Fee's OF	302.50		302.50						
13.9.23	Fee's GDS	729.50		729.50						
14.9.23	Fee's HH	3.50		3.50						
15.9.23	OCC Funding	21,634.99	21,634.99							
19.9.23	Fee's MC	100.00		100.00						
21.9.23	Fee's EG	45.50		45.50						
21.9.23	Fee's WG	237.50		237.50						
22.9.23	Fee's MC	100.00		100.00						
25.9.23	Fee's J&GA	7.00		7.00						
28.9.23	Fee's MO	147.50		147.50						
28.9.23	Fee's LW	198.50		198.50						
29.9.23	Fee's GB	199.50		199.50						
29.9.23	Fee's RS	258.50		258.50						
29.9.23	Fee's EW	556.00		556.00						
5.10.23	Fee's NP	3.50		3.50						

5.10.23	Fee's FN	3.50		3.50				
9.10.23	Fee's MC	3.00		3.00				
12.10.23	Fee's DK	276.50		276.50				
12.10.23	Fee's LJ	224.00		224.00				
13.10.23	Fee's DMC	378.50		378.50				
20.10.23	Fee's EB	13.50		13.50				
20.10.23	Fee's SR	250.00		250.00				
20.10.23	Fee's AA	853.50		853.50				
20.10.23	Fee's AmA	3.50		3.50				
24.10.23	OCC Household Support Fund	675.00					675.00	
31.10.23	Fee's NP	3.50		3.50				
31.20.23	Fee's LH	56.00		56.00				
31.10.23	Fee's LJ	34.00		34.00				
1.11.23	Fee's ERL	3.50		3.50				
1.11.23	Fee's RS	332.00		332.00				
2.11.23	Fee's RW	285.00		285.00				
2.11.23	Fee's HH	3.50		3.50				
3.11.23	Fee's OF	348.50		348.50				
6.11.23	OCC Funding	19,056.87	19,056.87					
7.11.23	OCC SEN	2,695.00	2,695.00					
7.11.23	Fee's LJ	34.00		34.00				
8.11.23	Fee's EB	10.00		10.00				
9.11.23	Fee's IO	136.50		136.50				
9.11.23	Fee's EO	348.50		348.50				
14.11.23	Fee's GDS	400.00		400.00				
14.11.23	Fee's LJ	34.00		34.00				
20.11.23	Fee's LW	133.00		133.00				
20.11.23	Fee's RLE	210.00		210.00				
20.11.23	DH Wfru Nursery Milk Reimburs	69.00				69.00		
21.11.23	Fee's MCL	497.00		497.00				
21.11.23	Fee's LJ	34.00		34.00				
23.11.23	Fee's MC	112.00		112.00				
24.11.23	Fee's EG	59.50		59.50				
24.11.23	Fee's LW	269.50		269.50				

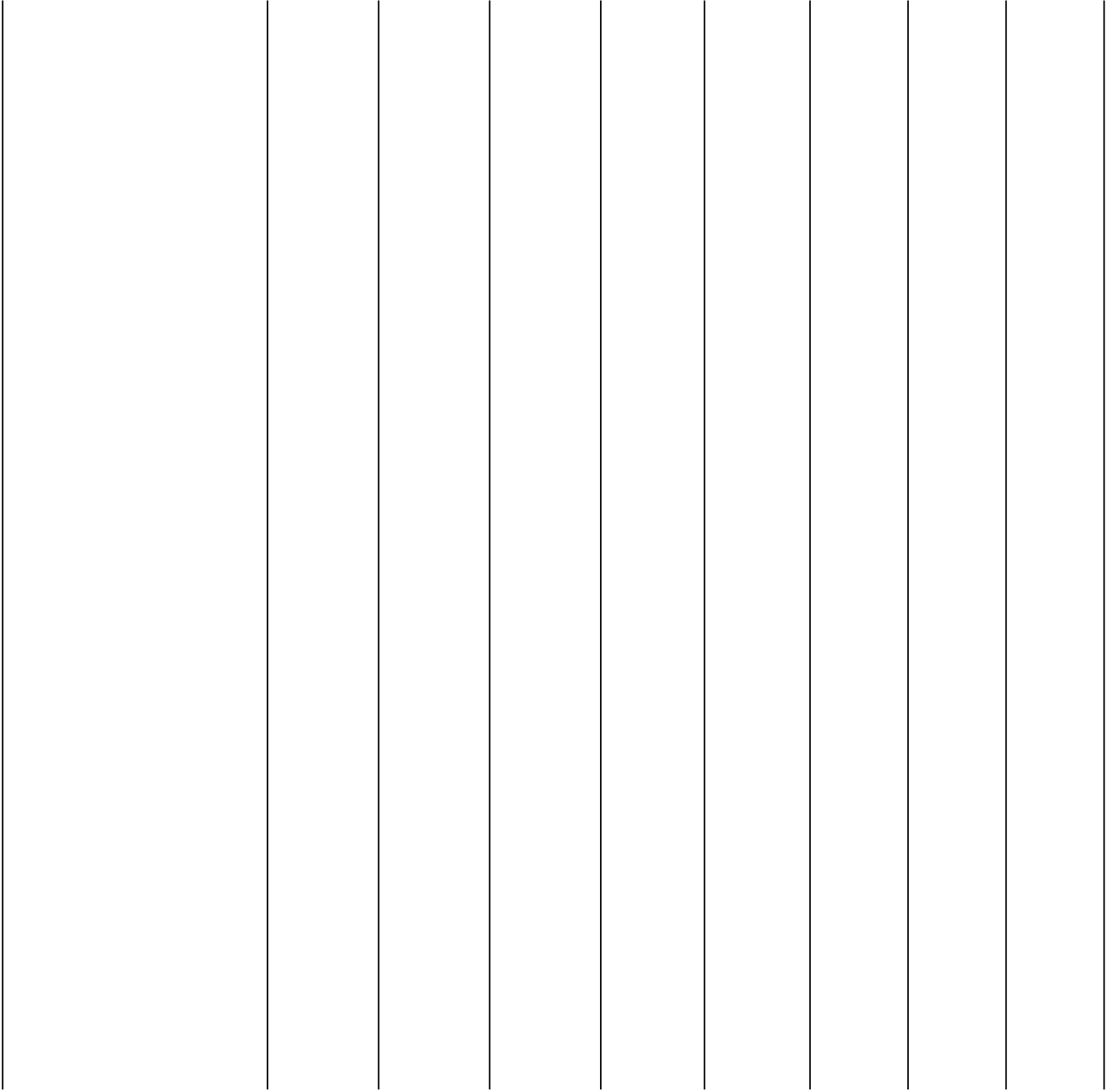
24.11.23	Fee's WG	315.50		315.50					
24.11.23	Fee's RS	332.00		332.00					
24.11.23	Fee's GDS	400.00		400.00					
24.11.23	Fee's EW	627.00		627.00					
24.11.23	Fee's AmA	3.50		3.50					
24.11.23	Fee's FN	3.50		3.50					
27.11.23	Fee's GDS	17.50		17.50					
27.11.23	Fee's GB	213.50		213.50					
28.11.23	Fee's SR	200.00		200.00					
28.11.23	Fee's LJ	34.00		34.00					
29.11.23	Anchorage Chambers	1.45		1.45					
30.11.23	Fee's MO	99.00		99.00					
4.12.23	Fee's J&GA	7.00		7.00					
5.12.23	Fee's LJ	34.00		34.00					
6.12.23	Fee's KW	3.50		3.50					
6.12.23	Fee's OF	19.50		19.50					
7.12.23	Fee's SR	97.00		97.00					
12.12.23	Fee's LJ	34.00		34.00					
19.12.23	OCC Funding	141.62	141.62						
27.12.23	Fee's AmA	958.00		958.00					
17.1.24	Fee's ERL	3.50		3.50					
17.1.24	Fee's LW	3.50		3.50					
17.1.24	Fee's RW	38.50		38.50					
17.1.24	Fee's OF	233.50		233.50					
18.1.24	OCC Funding	22,638.74	22,638.74						
19.1.24	Fee's LW	87.00		87.00					
19.1.23	Fee's RLE	145.00		145.00					
19.1.24	Fee's RS	425.00		425.00					
23.1.24	Fee's J&GA	7.00		7.00					
23.1.24	Fee's MC	145.00		145.00					
23.1.24	Fee's LJ	34.00		34.00					
24.1.24	Fee's LH	35.00		35.00					
24.1.24	OCC Household Support Fund	30.00							30.00
25.1.24	Fee's HH	3.50		3.50					

29.1.24	Fee's IO	84.00		84.00				
29.1.24	Fee's EO	233.50		233.50				
29.1.24	Fee's LJ	68.00		68.00				
30.1.24	Fee's OP	216.00		216.00				
31.1.24	Fee's GDS	531.50		531.50				
1.2.24	Fee's EG	35.00		35.00				
1.2.24	Fee's WG	386.00		386.00				
2.2.24	Fee's LJ	60.50		60.50				
5.2.24	Fee's GB	145.00		145.00				
5.2.24	Fee's MCL	347.50		347.50				
5.2.24	Department of Education	1,500.00	1,500.00					Expert & Mentors
5.2.24	Fee's FN	3.50		3.50				
6.2.24	Fee's DMC	205.25		205.25				
7.2.24	Fee's BB	3.50		3.50				
7.2.24	Fee's SR	200.00		200.00				
8.2.24	Fee's TCR	7.00		7.00				
16.2.24	OCC Household Support Fund	240.00						240.00
19.2.24	Fee's EW	3.50		3.50				
19.2.24	Fee's TCR	3.50		3.50				
19.2.24	Fee's ERL	3.50		3.50				
19.2.24	Fee's EW	10.50		10.50				
19.2.24	Fee's LH	45.50		45.50				
19.2.24	Fee's RS	173.50		173.50				
19.2.24	Fee's AA	3.50		3.50				
20.2.24	Fee's LW	98.50		98.50				
20.2.24	Fee's OF	279.50		279.50				
20.2.24	Fee's AmA	631.00		631.00				
22.2.24	Fee's RW	42.00		42.00				
22.2.24	Fee's MC	78.50		78.50				
26.2.24	OCC Household Support Fund	15.00						15.00
28.2.24	Fee's IO	105.00		105.00				
28.2.24	Fee's EO	256.50		256.50				
28.2.24	Fee's GDS	641.50		641.50				
29.2.24	Fee's EG	45.50		45.50				

29.2.24	Fee's WG	513.50		513.50				
1.3.24	Fee's J&GA	7.00		7.00				
1.3.24	Fee's GB	177.50		177.50				
1.3.24	Fee's RS	342.00		342.00				
1.3.24	Fee's OP	256.50		256.50				
4.3.24	OCC Funding	18,338.33		18338.33				
4.3.24	Fee's LJ	45.00		45.00				
5.3.24	OCC SEN	924.00		924.00				
8.3.24	Fee's RLE	155.50		155.50				
12.3.24	OCC PDP3 Cohot payment	293.34	293.34					
19.3.24	Fee's LJ	33.00		33.00				
20.3.24	Fee's LW	3.50		3.50				
20.3.24	Fee's CMW	177.00		177.00				
20.3.24	Fee's MCL	380.00		380.00				
20.3.24	Fee's AmA	732.50		732.50				
20.3.24	Fee's AA	3.50		3.50				
21.3.24	Fee's TCG	3.50		3.50				
21.3.24	Fee's SR	240.00		240.00				
21.3.24	Fee's KW	560.00		560.00				
21.3.24	OCC Household Support Fund	510.00					510.00	
21.3.24	Fee's HH	3.50		3.50				
26.3.24	Fee's BB	3.50		3.50				
28.3.24	Fee's LJ	99.50		99.50				
28.3.24	Refund from Argos	15.00					15.00	
12.04.24	Fee's 100161	287.00		287.00				
12.04.24	Donation from Jim Cousins Trust	231.00			231.00			
23.04.24	Fee's LH	42.00		42.00				
23.04.24	Fee's RW	45.50		45.50				
23.04.24	Fee's OF	388.50		388.50				
22.04.24	Fee's A&AA	7.00		7.00				
24.04.24	Fee's LW	101.50		101.50				
25.04.24	Fee's ERL	3.50		3.50				
25.04.24	Fee's OP	3.50		3.50				
26.04.24	Fee's J&GA	7.00		7.00				

26.04.24	OCC Funding	28,321.20	28,321.20				
29.04.24	Fee's LW	3.50		3.50			
02.05.24	Fee's CMW	371.00		371.00			
03.05.24	Fee's MC	135.00		135.00			
07.05.24	Barclays Interest	0.88			0.88		
09.05.24	Fee's EO	63.00		63.00			
09.05.24	Fee's IO	101.50		101.50			
09.05.24	Fee's RS	174.50		174.50			
09.05.24	Fee's RLE	177.50		177.50			
10.05.24	Fee's WG	3.50		3.50			
10.05.24	Fee's EG	38.50		38.50			
10.05.24	Fee's GB	170.50		170.50			
10.05.24	Fee's MCL	417.00		417.00			
10.05.24	Fee's GDS	619.50		619.50			
10.05.24	Fee's LJ	170.50		170.50			
15.05.24	Fee's TD	3.50		3.50			
15.05.25	Fee's EB	4.00		4.00			
15.05.24	OCC PDP3 Cohot payment	240.00	240.00				
22.05.24	OCC Household Support Fund	30.00					30.00
23.05.24	DH Wfru Nursery Milk Reimburs	118.80			118.80		
23.05.24	OCC Household Support Fund	1,890.00					1,890.00
10.6.24	Fee's LW	3.50		3.50			
10.6.24	Fee's TCG	3.50		3.50			
10.6.24	Fee's ERL	3.50		3.50			
10.6.24	Fee's TCG	7.00		7.00			
10.6.24	Fee's LH	56.00		56.00			
10.6.24	Fee's LW	133.00		133.00			
10.6.24	Fee's SR	490.00		490.00			
11.6.24	Fee's TD	3.50		3.50			
11.6.24	Fee's RW	52.50		52.50			
11.6.24	Fee's OF	487.50		487.50			
11.6.24	Fee's LJ	30.00		30.00			
12.6.24	OCC SEN RAF SS	657.21	657.21				
14.6.24	Fee's MC	158.00		158.00			

17.6.24	Fee's J&GA	7.00		7.00					
18.6.24	Fee's LJ	30.00		30.00					
19.6.24	Fee's OP	3.50		3.50					
21.6.24	Fee's RS	110.25		110.25					
24.6.24	Fee's RLE	206.50		206.50					
24.6.24	Fee's GDS	817.50		817.50					
25.6.24	Fee's MCL	493.50		493.50					
25.6.24	Fee's LJ	30.00		30.00					
26.6.24	Fee's EB	3.50		3.50					
26.6.24	Fee's CCM	459.50		459.50					
27.6.24	Fee's WG	3.50		3.50					
27.6.24	Fee's EG	59.50		59.50					
27.6.24	Fee's EO	80.50		80.50					
27.6.24	Fee's IO	133.00		133.00					
27.6.24	OCC Funding	23,962.90		23962.90					
27.6.24	Fee's LJ	12.00		12.00					
28.6.24	Fee's RS	110.25		110.25					
28.6.24	Fee's GB	213.50		213.50					
28.6.24	Dept of Education	1,700.00	1,700.00						Expert & Mentors
28.6.24	OCC Funding	1,335.60	1,335.60						
2.7.24	Fee's LJ	30.00		30.00					
12.7.24	Fee's LJ	100.00		100.00					
16.7.24	OCC Funding	922.20	922.20						



	182,369.36	104,407.21	74,068.43		231.00	1.97	255.75	0.00

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Date	Details	Chq No.	Amount	Capital	Staff costs	Ground rent	Rates & Refuse	Insurance	Electric	Cleaning	Repairs and Renewals	Art & Craft	Toys and Games	Books	Stationery and Postage	Telephone	Accountancy	Payroll	Bank Charges	Subscriptions	Sundry Expenses	Refreshments	Petty Cash
13.12.23	Marks & Spencer		32.00		32.00																		
14.12.23	WODC		37.00				37.00																
14.12.23	Amazon		18.17																			18.17	
14.12.23	Lisa's Cleaning Services		165.75							165.75													
15.12.23	Amazon		32.48													27.98					4.50		
15.12.23	Simplicity Payroll Services Ltd		58.80															58.80					
15.12.23	HMRC		1,901.31		1,901.31																		
18.12.23	Sainsburys		46.96																		2.58	44.38	
20.12.23	Lisa's Cleaning Services		76.50							76.50													
21.12.23	Citation		255.36																		255.36		
21.12.23	Wages		9,041.99		9,041.99																		
21.12.23	Prestige Flowers		22.49		22.49																		
22.12.23	NEST Pensions		490.10		490.10																		
29.12.23	Microsoft		7.99																		7.99		
2.1.24	Parenta Group		70.80																		70.80		
3.1.24	BT		85.07													85.07							
4.1.24	Amazon		11.79								11.79												
4.1.24	Poundstretcher		20.46							8.49												11.97	
8.1.24	Lidl		83.92							5.94		6.25										25.14	46.59
8.1.24	B&Q		6.50								6.50												
8.1.24	B&Q		14.80								14.80												
8.1.24	Sainsburys		18.10							18.10													
9.1.24	Barclays		8.50																8.50				
9.1.24	RS Electrical		330.00					330.00															
10.1.24	Oxfordshire County Council		30.00		30.00																		
12.1.24	Amazon		25.98																			25.98	
15.1.24	Ofsted annual fee		35.00																		35.00		
15.1.24	MA Education		55.00																		55.00		
15.1.24	WODC		37.00				37.00																
15.1.24	B&Q		6.00								6.00												
15.1.24	Lidl		34.80							6.09													28.71
15.1.24	Simplicity Payroll Services Ltd		58.80															58.80					
15.1.24	Lisa's Cleaning Services		127.50							127.50													
15.1.24	HMRC		1,998.45		1,998.45																		
19.1.24	Wages		8,683.14		8,683.14																		
19.1.24	Lisa's Cleaning Services		127.50							127.50													
22.1.24	NEST Pensions		445.35		445.35																		
22.1.24	Citation		255.36																		255.36		
22.1.24	Amazon		6.58								6.58												
22.1.24	Lidl		52.39							4.65												12.97	34.77
23.1.24	Huffkins		22.45		22.45																		
24.1.24	Sainsburys		31.50																			31.50	
25.1.24	Amazon		13.95																			13.95	
26.1.24	Lisa's Cleaning Services		127.50							127.50													
29.1.24	Microsoft		7.99																		7.99		
29.1.24	Lidl		55.55							3.96												13.28	38.31
30.1.24	Galleon Supplies		71.40																			71.40	
1.2.23	Parenta Group		70.80																		70.80		
2.2.24	Amazon		13.98												13.98								
2.2.24	Lisa's Cleaning Services		127.50							127.50													
5.2.24	BT		84.94													84.94							
5.2.24	Amazon		4.99		4.99																		
5.2.24	Sainsburys		10.00																			10.00	
5.2.24	Barclays		8.50																8.50				
6.2.24	Amazon		7.50												7.50								
6.2.24	Sainsburys/Argos		240.00																			240.00	
6.2.24	Sue Shop		7.50																				7.50
6.2.24	Lidl		55.25							4.59		6.96										5.56	38.14
7.2.24	Amazon		45.44												45.44								
7.2.24	Sainsburys		12.25							8.60													3.65
8.2.24	Paypal		7.48																			7.48	
8.2.24	Mill Academy - Water		100.17				100.17																
8.2.24	Mill Academy - Elec		302.52						302.52														
9.2.24	Lisa's Cleaning Services		102.00							102.00													
9.2.24	Just Audit & Assurance Ltd		1,728.00														1,728.00						
12.2.24	Baker Ross		337.13									333.63											
13.2.24	B&M		5.00																			5.00	
13.2.24	Simplicity Payroll Services Ltd		58.80															58.80					

Date	Details	Chq No.	Amount	Capital	Staff costs	Ground rent	Rates & Refuse	Insurance	Electric	Cleaning	Repairs and Renewals	Art & Craft	Toys and Games	Books	Stationery and Postage	Telephone	Accountancy	Payroll	Bank Charges	Subscriptions	Sundry Expenses	Refreshments	Petty Cash
13.2.24	HMRC		1,642.76		1,642.76																		
14.2.24	WODC		37.00				37.00																
14.2.24	Preschool.org/Early Years Alliance		8.75											8.75									
14.2.24	Preschool.org/Early Years Alliance		26.34											21.60	4.74								
16.2.24	MY Clothing		51.00		51.00																		
19.2.24	Sainsburys		4.00								1.80											2.20	
19.2.24	Lidl		74.20							6.46	10.73										7.98	49.03	
20.2.24	Community Brands		198.00																	198.00			
21.2.24	Citation		255.36																	255.36			
21.2.25	Wages		8,913.96		8,913.96																		
22.2.24	NEST Pensions		474.12		474.12																		
26.2.24	Lidl		51.56																			9.45	42.11
26.2.24	Singhs Stores		1.99																			1.99	
26.2.24	Singhs Stores		3.98																			3.98	
27.2.24	Argos		45.00	45.00																			
29.2.24	Microsoft		7.99																				
29.2.24	Lisa's Cleaning Services		71.40																				
1.3.24	Parenta Group		70.80																				
4.3.24	Lidl		56.23																				
5.3.24	Early Years Alliance		514.56					514.56															
5.3.24	BT		85.07													85.07							
5.3.24	Findel Education/Hope		283.63										283.63										
6.3.24	Barclays		8.50																8.50				
8.3.24	Galleon Supplies		71.40																		71.40		
11.3.24	Lidl		64.15							1.45	2.37										12.23	48.10	
14.3.24	WODC		37.00				37.00																
15.3.24	Bonacia Ltd/Young Writers Comp		14.99											14.99									
15.3.24	Tesco		9.00																			9.00	
18.3.24	Lidl		57.43							5.97	1.85										3.48	46.13	
19.3.24	Argos		15.00																		15.00		
19.3.24	WODC		520.00				520.00																
20.3.24	White Brothers		30.00																			30.00	
20.3.24	Simplicity Payroll Services Ltd		60.00															60.00					
20.3.24	HMRC		1,828.72		1,828.72																		
21.3.24	Citation		255.36																		255.36		
21.3.24	Wages		9,786.99		9,786.99																		
21.3.24	Amazon		9.98												9.98								
21.3.24	Sainsburys/Argos		540.00																		540.00		
22.3.24	NEST Pensions		514.50		514.50																		
25.4.23	Waitrose		6.00		6.00																		
25.4.23	Sainsburys		7.00							7.00													
25.3.24	Costa Coffee		7.00		7.00																		
25.3.24	The Entertainer		18.00																				
25.3.24	Asda		28.50		20.00							7.00	17.80			0.20							
25.3.24	Aldi		48.55							14.55						1.50						2.90	31.10
26.3.24	Sainsburys		6.85													0.30							6.55
02.04.24	Parenta Group		70.80																		70.80		
02.04.24	Microsoft		7.99																		7.99		
02.04.24	Preschool.org/Early Years Alliance		10.14											5.40	4.74								
03.04.24	BT		84.94													84.94							
03.04.24	Child Matters		95.94		95.94																		
04.04.24	MY Clothing		58.00		58.00																		
08.04.24	B&Q		89.56																			89.56	
8.04.24	Bank charges		8.50																8.50				
15.04.24	WODC		38.37				38.37																
15.04.23	Lidl		59.03							8.01												10.35	40.67
15.04.24	Simplicity Payroll Services Ltd		60.00															60.00					
15.04.24	Simplicity Payroll Services Ltd		66.00															66.00					
15.04.24	HMRC		2,108.32		2,108.32																		
17.04.24	Card Factory		5.16													5.16							
18.04.24	Mill Academy - Elec & water		426.69				77.91		348.78														
19.04.24	Wages		9,689.95		9,689.95																		
19.04.24	Amazon		16.19												16.19								
19.04.24	Galleon Supplies		130.80																			130.80	
22.04.24	NEST Pensions		558.96		558.96																		
22.04.24	Citation		255.36																		255.36		
22.04.24	Asda		11.00																			11.00	
22.04.24	Lidl		19.06																			5.26	13.80

Date	Details	Chq No.	Amount	Capital	Staff costs	Ground rent	Rates & Refuse	Insurance	Electric	Cleaning	Repairs and Renewals	Art & Craft	Toys and Games	Books	Stationery and Postage	Telephone	Accountancy	Payroll	Bank Charges	Subscriptions	Sundry Expenses	Refreshments	Petty Cash
28.6.24	Microsoft		7.99																	7.99			
28.6.24	Sainsburys		9.65																			9.65	
1.7.24	Parenta Group		70.80																		70.80		
1.7.24	Twinkl Ltd		148.56																		148.56		
2.7.24	Companies House		34.00																		34.00		
2.7.24	Lidl		50.72							2.18												2.18	46.36
4.7.24	BT		92.14													92.14							
5.7.24	Disclosure and Barring		13.00		13.00																		
5.7.24	Barclays		8.50																8.50				
5.7.24	Tim Henderson - Big Foot		1,400.00	1,400.00																			
8.7.24	Amazon		10.99												10.99								
8.7.24	Sainsburys		20.40							20.40													
8.7.24	Lidl		66.09							6.71		4.69										6.34	48.35
8.7.24	Argos Business Solutions		1,871.10																		1,871.10		
9.7.24	Lidl		4.72																			4.72	
10.7.24	Sainsburys		28.00																			28.00	
10.7.24	Marks & Spencers		29.60																			29.60	
11.7.24	Nicola Godfrey/Henry Hoover		120.00		120.00																		
12.7.24	Galleon Supplies		92.70																			92.70	
12.7.24	R Jarvie/milk		4.35																				4.35
12.7.24	Simplicity Payroll Services Ltd		60.00																60.00				
12.7.24	HMRC		1,664.61		1,664.61																		
15.7.24	WODC		40.00			40.00																	
15.7.24	Amazon		34.18												34.18								
16.7.24	Lidl		50.69							3.96												5.06	41.67
19.7.24	Wages		10,459.22		10,459.22																		
19.7.24	Lidl		35.95																				35.95
22.7.24	Nest Pensions		556.84		556.84																		
22.7.24	Citation		263.02																		263.02		
24.7.24	Lidl		11.97		11.97																		
24.7.24	Sainsburys		28.66																				28.66
25.7.24	The Plough		197.50		197.50																		
29.7.24	Microsoft		7.99																			7.99	
30.7.24	B&Q		52.00								52.00												
			171,256.47	1,565.00	###	190.00	1,687.06	1,850.19	1,335.77	2,161.04	382.79	891.40	1,726.84	126.19	425.26	1,045.47	1,728.00	721.20	115.04	6,073.51	5,573.60	1,788.59	0.00

Staff Breakdown year ending 31st July 2024

Date	Amount	HMRC	Wages	Training	Gifts	Nest pension	DBS	uniform	staff mugs	staff xmas/ summer party
11.8.23	1199.20	1199.20							2398.40	
16.8.23	191.88			191.88					383.76	First aid
21.8.2	548.60					548.60			1097.20	
21.8.23	10744.09		10744.09						21488.18	
6.9.23	18.00			18.00						supporting ch
20.9.23	1365.21	1365.21								
21.9.23	9081.62		9081.62							
22.9.23	497.52					497.52				
5.10.23	13.00						13.00			Lee Godfrey
6.10.23	13.00						13.00			Sarah Green
6.10.23	13.00						13.00			Naomi Skings
16.10.23	1285.32	1285.32								
20.10.23	8633.25		8633.25							
23.10.23	437.88					437.88				
1.11.23	13.00						13.00			Rosalind Han
6.11.23	13.00						13.00			Nicola Godfre
13.11.23	13.00						13.00			Rachael Jarvi
13.11.23	1449.33	1449.33								
21.11.23	8872.19		8872.19							
22.11.23	475.88					475.88				
8.12.23	14.10									14.10 Nibbles for af
11.12.23	38.90									38.90 xmas chocs fi
12.12.23	250.00									250.00 vouchers for s
13.12.23	32.00									32.00 payroll/cleane
15.12.23	1901.31	1901.31								
21.12.23	9041.99		9041.99							
21.12.23	22.49				22.49					get well soon
22.12.23	490.10					490.10				
10.1.24	30.00			30.00						Bryony trainin
15.1.24	1998.45	1998.45								
17.1.24	8683.14		8683.14							
22.1.24	445.35					445.35				
23.1.24	22.45				22.45					Sue birthday

5.2.24	4.99			4.99				Bryony birthd.
13.2.24	1642.76	1642.76						
16.2.24	51.00						51.00	Jazzmin
21.2.25	8913.96		8913.96					
22.2.24	474.12				474.12			
20.3.24	1828.72	1828.72						
21.3.24	9786.99		9786.99					
22.3.24	514.50				514.5			
25.3.24	6.00			6.00				leaving gift - \$
25.3.24	7.00			7.00				leaving gift - \$
25.3.24	20.00			20.00				easter eggs fr
03.04.24	95.94		95.94					Jazz paed s fii
04.04.24	58.00						58.00	
15.04.24	2108.32	2108.32						
19.04.24	9689.95		9689.95					
22.04.24	558.96				558.96			
25.04.24	52.50						52.50	
02.05.24	45.80					45.80		Kelly DBS
20.05.24	1569.17	1569.17						
21.05.24	10291.26		10291.26					
22.05.24	587.67				587.67			
29.05.24	16.90			16.90				
5.6.24	45.80					45.80		Lynn Bruton [
18.6.24	1712.58	1712.58						
21.6.24	10457.12		10457.12					
24.6.24	585.61				585.61			
5.7.24	13.00					13.00		Lynn Bruton r
12.7.24	1664.61	1664.61						
19.7.24	10459.22		10459.22					
22.7.24	556.84				556.84			
24.7.24	11.97			11.97				Flowers for di
25.7.24	197.50			197.50				Staff meal at

141877.01	19724.98	114654.78	335.82	309.30	6173.03	182.60
------------------	-----------------	------------------	---------------	---------------	----------------	---------------

children's behaviour

slay

bridge

ay

ie

ter work

or staff

staff

er xmas thank you

flowers for Sue

ig

gift

ay gift

Sarah R
Sarah R
or staff
rst aid

DBS

renewal service

irectors
the Plough

Christmas Events **2023-24**

Staff Christmas meal - drinks

11.12.24	£38.90	staff xmas chocs
12.12.24	£250.00	staff vouchers (gift)
13.12.24	£32.00	Cleaner & payroll christmas gift

£320.90

Childrens Christmas Craft Day

<u>Expenses</u>	
Sainsburys - food	44.38

Income (parent donation) _____
none _____

Christmas party cost pre-school £ 44.38

Petty Cash Summary
for the year ended 31 July 2024

Expenditure

	Total	Refreshments	Cooking	Art and Craft	Cleaning	Stationery and Postage	Books	Gardening	Toys and Games	Repairs and Renewals	Gifts	Fundraising	First Aid	Xmas Party/decs	Uniform	
August																
September																
October																
November																
December																
January																
February																
March																
April																
May																
June																
July																
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Receipts

August																
September																
October																
November																
December									£							
January						Balance at	31.7.2023		12.42							
February																
March						Add Receipts			<u>none</u>							
April																
May																
June						Less Expenditure			none							
July																
	0.00					Balance at	31.7.2024		<u>12.42</u>							

Little Oak Pre School (Witney) Ltd

Petty Cash for Maintenance
for the year ended 31 July 2024

Lee Godfrey

Expenditure £

0.00

Receipts

August
September
October
November
December
January
February
March
April
May
June
July

0.00

Balance at 31.7.2023 13.05

Add Receipts _____

Less Expenditure

Balance at 31.7.2024 13.05

Bank Reconciliation
for the period ending 31.7.2024

Balance as per statement 31.7.2024	Barclays	58,176.64
		<hr/>
Balance at 28.06.2024		74,652.74
Add Receipts		1,052.20
Less Expenditure		17,528.30
Balance at 31.7.2024	<hr/>	58,176.64
		<hr/> <hr/>

Little Oak Pre School (Witney) Ltd

Fundraising Summary
for the year ended 31.7.24

£

12.04.24	Donation received from Jim Cousins Trust towards fee's for refugee child	231.00
		231.00

=====

Little Oak Pre-School (Witney) Limited

Year ended 31.7.2024

Stock

We no longer keep a supply of Pre-School uniform.

Parent/carers can order logo'd uniform online via myclothing.com

Red book bags

<u>date</u>	<u>total in stock</u>
31.7.23	9

Unpaid and overdue Fee's

Ivy-Belle £280.50 (small claims 20.10.22. Paid £100, as at 31.7.23 still owes £218.74)

Aalesha ### (active iva - £2.23 received 21.9.22, £1.45 poss received 29.11.23)

Fee's ow (children still attending pre-school)

None

Total amount of overdue fee's 31.7 £479.79

Oxfordshire County Household Support Fund (was previously Council Winter Grant)

Payment received from Oxfordshire County Council to buy low income families supermarket vouchers during school holidays.

October Half Term

Sainsburys vouchers purchased 17.10.23	£105.00	
Sainsburys vouchers purchased 19.10.23	£120.00	
Oct-Dec Payment received from OCC 23.10	£675.00	(+£450.00)

Christmas Holidays

Sainsburys vouchers purchased 8.12.23	£480.00	(-£30.00)
Payment received from OCC 24.1.24	£30.00	£0.00

February Half Term

Sainsburys vouchers purchased 6.2.24	£240.00	
Payment received from OCC 16.2.24	£240.00	£0.00

Easter Holidays

Sainsburys vouchers purchased 21.3.24	£540.00	
Easter payment received from OCC 21.3.24	£510.00	
Easter payment received from OCC 20.5.24	£30.00	£0.00

May Half Term

Sainsburys vouchers purchased 21.5.24	£300.00	
Payment received from OCC 22.5.24	£30.00	(-£270.00)
Payment received from OCC 23.5.24	###	(+£1620.00)

Summer Holidays

Sainsburys vouchers purchased 8.7.24 ### (-£251.10)

Total payments from OCC = ###
Total vouchers purchased ###
OCC owes pre-school £251.10

Sundries

Date	Amount	Item bought	<u>New outdoor equipment/ gardening</u>
2.8.23	31.22	gloves/dehumidifier/storage boxe	
11.8.23	7.95	changing mat	
25.8.23	14.97	Table cover, clip frame	
29.8.23	8.00	top soil	8.00
29.8.23	16.00	nappy bin refill	
29.8.23	32.29	wipes, tissues, bin liners etc	
5.9.23	78.60	hand towels and blue roll	
18.9.23	10.79	backpack	
20.9.23	1.99	Sure deodrant	
21.9.23	4.00	Items for wellness box	
25.9.23	14.98	gloves	
2.10.23	6.97	Wipes and bin liners	
9.10.23	89.97	Kids waterproofs	
10.10.23	16.99	Kids wellies	
11.10.23	25.96	Gloves	
16.10.23	1.69	bin liners	
17.10.23	105.00	Sains grocery vouchers	
10.10.23	120.00	Sains grocery vouchers	
30.10.23	34.26	First aid supplies	
30.10.23	3.59	baby wipes	
1.11.23	5.95	First aid supplies	
1.11.23	78.60	hand towels and blue roll	
6.11.23	9.99	potty	
7.11.23	9.58	handwash, gloves, sandwich bags	
13.11.23	17.87	bin liners & tissues	
21.11.23	19.47	gloves	
27.11.23	7.49	baby wipes	
4.12.23	5.40	tissues	
8.12.23	480.00	Sains grocery vouchers	
11.12.23	4.98	batteries	
12.12.23	78.60	hand towels and blue roll	
12.12.23	31.32	gloves, foil, sandwich bags & loo roll	
15.12.23	4.50	fire whistle	
18.12.23	2.58	bin bags	
4.1.24	11.97	storage boxes	
8.1.24	25.14	gloves, binliners, baby wipes	
12.1.24	25.98	Lunch boxes	
22.1.24	12.97	bin bags, baby wipes, tissues	
24.1.24	31.50	children's clothes	
25.1.24	13.95	boys pants	
29.1.24	13.28	baby wipes, toiletries	
30.1.24	71.40	hand towels and blue roll	
6.2.24	240.00	Sains grocery vouchers	
6.2.24	5.56	Handwash, bags, liners, sacks	
8.2.24	7.48	Paypal - printer key	
13.2.24	5.00	storage box	
19.2.24	7.98	gloves, baby wipes	
25.2.24	9.45	Tissues	
4.3.24	19.47	gloves	
8.3.24	71.40	hand towels and blue roll	
11.3.24	12.23	toiletries, bin bags	
18.3.24	3.48	baby wipes, bin bags	

19.3.24	15.00	changing mat	
20.3.24	30.00	changing mats x 6	
21.3.24	540.00	Sains grocery vouchers	
25.3.24	2.90	nappy sacks, bin bags	
08.04.24	<u>89.56</u>	Gardening	89.56
15.04.24	10.35	Freezer bags, binliners, nappy wipes	
19.04.24	130.80	Hand towels and blue roll	
22.04.24	11.00	Snack pots and lunch bag	
22.04.24	5.26	Baby wipes & handwash	
22.04.24	2.50	Bin liners	
07.05.24	<u>80.86</u>	garden	80.86
07.05.24	8.00	Top soil	8.00
08.05.24	3.99	Flowers - gift	
09.05.24	3.99	Flowers - gift	
13.05.24	11.25	Tissues, binliners, baby wipes	
21.05.24	3.49	Baby wipes	
21.05.24	300.00	Sainsbury grocery Vouchers	
30.05.24	234.46	Outdoor mat	234.46
30.05.24	3.50	Toiletries	
30.05.24	17.01	Loo roll, baby wipes, sandwich bags, handwash	
10.6.24	<u>29.34</u>	Kids hats	
11.6.24	6.58	Binliners and nappy sacks	
17.6.24	18.39	Kitchen supplies & toiletries	
24.6.24	5.88	Loo roll and wipes	
2.7.24	<u>2.18</u>	Foil	
8.7.24	6.34	Loo roll and baby wipes	
8.7.24	1871.10	Sainsbury grocery Vouchers	
9.7.24	4.72	Handwash	
10.7.24	28.00	Children's clothing	
10.7.24	29.60	Children's clothing	
12.07.24	92.70	Blue Rolls, gloves & green towels	
16.7.24	<u>5.06</u>	Handwash & tissues	

5573.60

Inside Decorations New soft furnishings/batteries	First aid Gloves Cleaning	Kitchen	Hand towels Toiletries
11.97	19.25		
7.95			
14.97			
			16.00
	12.72		19.57
			78.60
			1.99
			4.00
	14.98		
	3.38		3.59
	25.96		
	1.69		
	34.26		
	5.95		3.59
			78.60
9.99			
	6.49	1.19	1.90
	11.12		6.75
	19.47		
			7.49
			5.40
4.98			78.60
	19.47	4.36	7.49
	4.50		
	2.58		
11.97			
	21.65		3.49
	3.55		9.42
			13.28
			71.40
	3.79		1.77
5.00			
	6.49		1.49
			9.45
	19.47		
			71.40
	1.25		10.98
		2.18	1.30

15.00
30.00

2.90

4.36

2.50

3.49
130.80

2.50

5.26

2.70

8.55
3.49

2.38

3.50
14.63

4.68
17.41

1.90
0.98
5.88

0.99

1.19
6.34

4.72

92.70
5.06

<u>lunch box/rucksacks</u> <u>Clothing -</u> <u>children & staff</u>	<u>Refund to parents/</u> <u>Sains vouchers/</u> <u>Gov.uk</u> <u>Civil Money claim</u>	<u>Computer</u>	<u>Childrens</u> <u>entertainment</u>
--	--	-----------------	--

10.79

89.97
16.99

105.00
120.00

480.00

25.98

31.50
13.95

240.00

7.48

540.00

11.00

300.00

29.34

1871.10

28.00
29.60

misc thank
you gifts

toys &
Equipment

3.99
3.99

Company registration number: 07326565

Charity registration number: 1137934

Little Oak Pre-School (Witney) Limited

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 July 2024

J M Russell FCA
37 Market Square
Witney
Oxfordshire
OX28 6RE

Little Oak Pre-School (Witney) Limited

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Little Oak Pre-School (Witney) Limited

Reference and Administrative Details

Trustees	C Putt S Potter R Hambidge L M Bruton
Charity Registration Number	1137934
Company Registration Number	07326565
Registered Office	The charity is incorporated in England and Wales. 50A Holford Road Witney Oxon OX28 5NG
Principal Office	C/o Queen Emma's Primary School Burwell Drive Witney Oxon OX28 5LP
Independent Examiner	J M Russell FCA 37 Market Square Witney Oxfordshire OX28 6RE
Bankers	Barclays Bank Plc Witney

Little Oak Pre-School (Witney) Limited

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements and auditors' report of the charitable company for the year ended 31 July 2024.

Objectives and activities

Objects and aims

The charity's broad object is to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

As a charity we offer appropriate play, education and care facilities for children aged 2+ to 4+. The children benefit by a well thought out curriculum following the Early Years Foundation Stage.

Public benefit

When planning activities for the year the trustees have been mindful of the Charity Commission's guidance on public benefit and by:

- Offering appropriate play, education and care facilities and training courses, 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;
- Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs;
- Instigating and adhering to and furthering the aims and objects of the Pre-School Learning Alliance the trustees believe that this guidance is being followed.

The children benefit by attending the pre- school and enjoying the facilities offered. Their parents can directly participate or can enjoy their ability to access work whilst the children are cared for. In the wider community the public are benefited by the improved behaviour and integration of the children into the local society and potentially through life as well grounded members of the community. By engaging the children and their immediate families the link between the small community of the pre-school and the local area, the general public are able to recognise and participate in the education process of future generations.

Whilst a fee is levied by the school, each family has the right to claim 15 hours of Nursery Education Funding (available to all children the term following their third birthday), as well as "Two Year Old" funding and "Extended" funding totalling 30 hours (where entitled), per week, term time, from the County Council and HMRC. Where this is not enough and the child requires further time which is unfunded, then the school will assist in researching and claiming from other sources where possible. Children with special needs are individually budgeted for within the pre-school in addition to any other special grants received for them, to ensure they have the 1:1 care that they need. Where there are cases of hardship, the school is flexible in its requests for payment and indeed in some cases will waive its fees altogether, thus ensuring that the facility is open to all.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Little Oak Pre-School (Witney) Limited

Trustees' Report

Achievements and performance

The attached financial statements show the current state of the finances which the board consider to be acceptable.

Overall, pre-school are pleased to show that income is higher than the previous year and expenditure lower.

Nicola Godfrey is Pre-school Manager with primary responsibility for staff and the pre-school. Rachael Jarvie is Office Manager and is responsible for administration, payroll etc.

Again, our outdoor area was tidied and cleaned during the summer holidays and it was decided to remove the playhouse on legs as it has seen better days.

We were pleased to be able to use some of our EPP (Early Years Pupil Premium) funding and Deprivation funding to use a local company called "Big Foot" to design and erect a beautiful wooden bus, with petrol pumps and a pagoda to allow pre-school to provide cover in the summer. It has massively improved the presentation of pre-school from our lane entrance.

We have again used some of our EYPP (Early Years Pupil Premium) funding to offer some free lunch sessions to some of our children to help prepare for school. EYPP funding is given directly to the pre-school to help less advantaged children who will typically go on to qualify for free school meals when they attend primary school. EYPP can also be used for small group work to help with speech and language, outdoor clothing including primary school uniform and anything that helps to encourage regular attendance and improve the quality of the child's time at pre-school.

Financial review

The attached financial statements show the current state of the finances which the board consider to be acceptable.

Overall, pre-school are pleased to show that income is higher than the previous year and expenditure lower.

Little Oak Pre-School (Witney) Limited

Trustees' Report

Policy on reserves

The trustees aim to maintain free reserves at a level equivalent to three months' salary costs. The reserves at the end of the period were in excess of this at £59,897. Due to the ageing building, some of this will be used for more maintenance work expected in the near future.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	C Putt
	S Potter
	R Hambidge
	L M Bruton (appointed 7 May 2024)

Structure, governance and management

Nature of governing document

The company was incorporated on 27 July 2010 under company number 07326565 and registered as a charity at the Charity Commission on 9 September 2010 under number 1137934. The charity is known as 'Little Oak Pre-School'. The governing document is the Memorandum and Articles of Association.

Statement of Responsibilities (within Trustees Report)

The trustees (who are also the directors of Little Oak Pre-School (Witney) Limited for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and 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.

Little Oak Pre-School (Witney) Limited

Trustees' Report

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Disclosure of information to auditor

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

The annual report was approved by the trustees of the charity on 18.02.25 and signed on its behalf by:



S Potter
Trustee

Little Oak Pre-School (Witney) Limited

Independent Examiner's Report to the trustees of Little Oak Pre-School (Witney) Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Little Oak Pre-School (Witney) Limited as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.



J M Russell FCA

37 Market Square
Witney
Oxfordshire
OX28 6RE

Date: 18.03.2025

Little Oak Pre-School (Witney) Limited

Statement of Financial Activities for the Year Ended 31 July 2024
(Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2024 £	Total 2023 £
Income and Endowments from:				
Charitable activities	3	<u>182,431</u>	<u>182,431</u>	<u>157,471</u>
Total income		<u>182,431</u>	<u>182,431</u>	<u>157,471</u>
Expenditure on:				
Charitable activities	4	<u>(172,069)</u>	<u>(172,069)</u>	<u>(174,825)</u>
Total expenditure		<u>(172,069)</u>	<u>(172,069)</u>	<u>(174,825)</u>
Net income/(expenditure)		<u>10,362</u>	<u>10,362</u>	<u>(17,354)</u>
Net movement in funds		10,362	10,362	(17,354)
Reconciliation of funds				
Total funds brought forward		<u>49,622</u>	<u>49,622</u>	<u>66,977</u>
Total funds carried forward	12	<u><u>59,984</u></u>	<u><u>59,984</u></u>	<u><u>49,623</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2023 is shown in note 12.

The notes on pages 10 to 17 form an integral part of these financial statements.

Little Oak Pre-School (Witney) Limited

(Registration number: 07326565)
Balance Sheet as at 31 July 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	9	5,901	6,822
Current assets			
Stocks		45	56
Debtors	10	956	638
Cash at bank and in hand		<u>58,204</u>	<u>47,089</u>
		59,205	47,783
Creditors: Amounts falling due within one year	11	<u>(5,122)</u>	<u>(4,982)</u>
Net current assets		<u>54,083</u>	<u>42,801</u>
Net assets		<u>59,984</u>	<u>49,623</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>59,984</u>	<u>49,623</u>
Total funds	12	<u>59,984</u>	<u>49,623</u>

For the financial year ending 31 July 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 7 to 17 were approved by the trustees, and authorised for issue on 18.02.25 and signed on their behalf by:

S Potter.

S Potter
Trustee

The notes on pages 10 to 17 form an integral part of these financial statements.

Little Oak Pre-School (Witney) Limited

Statement of Cash Flows for the Year Ended 31 July 2024

	Note	2024 £	2023 £
Cash flows from operating activities			
Net cash income/(expenditure)		10,362	(17,354)
Adjustments to cash flows from non-cash items			
Depreciation		<u>1,041</u>	<u>1,204</u>
		11,403	(16,150)
Working capital adjustments			
Decrease in stocks		10	25
(Increase)/decrease in debtors	10	(318)	223
Increase in creditors	11	<u>140</u>	<u>16</u>
Net cash flows from operating activities		11,235	(15,886)
Cash flows from investing activities			
Purchase of tangible fixed assets	9	<u>(120)</u>	<u>(2,719)</u>
Net increase/(decrease) in cash and cash equivalents		11,115	(18,605)
Cash and cash equivalents at 1 August		<u>47,089</u>	<u>65,694</u>
Cash and cash equivalents at 31 July		<u><u>58,204</u></u>	<u><u>47,089</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 10 to 17 form an integral part of these financial statements.

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2024

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

50A Holford Road
Witney
Oxon
OX28 5NG

The principal place of business is:

C/o Queen Emma's Primary School
Burwell Drive
Witney
Oxon
OX28 5LP

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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) (effective 1 January 2019 - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Little Oak Pre-School (Witney) Limited meets the definition of a public benefit 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.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2024

Incoming resources

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract or where entitlement to grant funding is subject to specific performance conditions. Grant income included in the category provides funding to support programme activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Portacabin	over 12 years
Fixtures and fittings	15% reducing balance basis

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2024

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Items donated for resale or distribution are not included in the financial statements until they are sold or distributed

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Short term trade creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and subsequently at amortised cost.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Pensions and other post retirement obligations

A defined contribution plan is a pension plan under which fixed contributions are paid into a pension fund and the company has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised as an employee benefit expense when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment. All pension costs are included in unrestricted expenditure.

3 Income from charitable activities

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2024

	Unrestricted funds General £	Total funds £
	<u>182,431</u>	<u>182,431</u>
Total for 2024	<u>182,431</u>	<u>182,431</u>
Total for 2023	<u>157,471</u>	<u>157,471</u>

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2024

4 Total resources expended

	Unrestricted		Total 2024 £	Total 2023 £
	Charitable Activities £	Governance £		
Wages and salaries	134,116	-	134,116	137,117
Staff NIC (Employers)	4,142	-	4,142	3,130
Staff pensions (Defined contribution)	2,505	-	2,505	2,382
Establishment costs	5,063	-	5,063	5,146
Repairs and maintenance	4,987	-	4,987	5,380
Office expenses	2,214	-	2,214	2,325
Printing, postage and stationary	425	-	425	860
Subscriptions and donations	722	-	722	1,006
Pre-School Consumables	4,714	-	4,714	6,466
Pre-School Refreshments	1,533	-	1,533	1,324
Sundry expenses	161	-	161	293
Staff Welfare and Refreshments	644	-	644	1,190
Childrens' Entertainment and Workshops	-	-	-	347
Cleaning	2,412	-	2,412	648
Independent examiner's fee	-	1,728	1,728	1,800
Payroll costs	5,213	-	5,213	3,871
Bank charges	115	-	115	117
Depreciation, amortisation and other similar costs	1,041	-	1,041	1,204
Bank interest receivable	(2)	-	(2)	(2)
Staff training	336	-	336	221
	<u>170,341</u>	<u>1,728</u>	<u>172,069</u>	<u>174,825</u>

5 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2024 £	2023 £
Depreciation of fixed assets	<u>1,041</u>	<u>1,204</u>

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2024

6 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

R Hambidge

£Nil (2023: £39) of expenses were reimbursed to R Hambidge during the year.

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any other benefits from the charity during the year.

Donations made by the trustees without any conditions attached totalled £Nil for the year (2023 - £14).

7 Staff costs and numbers

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2024 No	2023 No
Charitable activities	<u>12</u>	<u>11</u>

No employee received emoluments of more than £60,000 during the year.

8 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2024

9 Tangible fixed assets

	Portacabin £	Fixtures, fittings and equipment £	Total £
Cost			
At 1 August 2023	29,133	25,854	54,987
Additions	-	120	120
At 31 July 2024	<u>29,133</u>	<u>25,974</u>	<u>55,107</u>
Depreciation			
At 1 August 2023	29,133	19,032	48,165
Charge for the year	-	1,041	1,041
At 31 July 2024	<u>29,133</u>	<u>20,073</u>	<u>49,206</u>
Net book value			
At 31 July 2024	<u>-</u>	<u>5,901</u>	<u>5,901</u>
At 31 July 2023	<u>-</u>	<u>6,822</u>	<u>6,822</u>

10 Debtors

	2024 £	2023 £
Trade debtors	956	637
Other debtors	-	1
	<u>956</u>	<u>638</u>

11 Creditors: amounts falling due within one year

	2024 £	2023 £
Other taxation and social security	1,446	1,236
Other creditors	1	-
Accruals	<u>3,675</u>	<u>3,746</u>
	<u>5,122</u>	<u>4,982</u>

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2024

12 Funds

	Balance at 1 August 2023 £	Incoming resources £	Resources expended £	Balance at 31 July 2024 £
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Unrestricted funds

General	<u>49,622</u>	<u>182,431</u>	<u>(172,069)</u>	<u>59,984</u>
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	Balance at 1 August 2022 £	Incoming resources £	Resources expended £	Balance at 31 July 2023 £
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Unrestricted funds

General	<u>66,977</u>	<u>157,471</u>	<u>(174,825)</u>	<u>49,623</u>
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13 Related party transactions

14 Analysis of net assets between funds

	Unrestricted General £	Total funds £
Tangible fixed assets	5,901	5,901
Current assets	59,205	59,205
Current liabilities	<u>(5,122)</u>	<u>(5,122)</u>
Total net assets	<u>59,984</u>	<u>59,984</u>

	Unrestricted funds General £	Total funds at 31 July 2023 £
Tangible fixed assets	6,822	6,822
Current assets	47,783	47,783
Current liabilities	<u>(4,982)</u>	<u>(4,982)</u>
Total net assets	<u>49,623</u>	<u>49,623</u>

LITTLE OAK PRE-SCHOOL (WITNEY) LIMITED

England & Wales - Charity number 1137934

Accounts

Little Oak Pre-School (Witney) Limited
Trustee's Report year ending 31st July 2023

The trustee's, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31st July 2023.

Trustees

C Putt

S D Potter

R Hambidge

Objectives and activities

Objects and aims

The charity's broad object is to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

As a charity we offer appropriate play, education and care facilities for children aged 2+ years to 4+ years. The children benefit by a well thought out curriculum following the Early Years Foundation Stage.

Public benefit

When planning activities for the year the trustees have been mindful of the Charity Commission guidance on public benefit and by:

- Offering appropriate play, education and care facilities for the children and training courses for staff, together with the right of parents 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;
- Encouraging staff to study of the needs of such children and their families and promoting public interest in and recognition of such needs;
- Instigating and adhering to and furthering the aims and objects of the Pre-School Learning Alliance the trustees believe that this guidance is being followed.

The children benefit by attending the pre-school and enjoying the facilities offered. Their parents can enjoy their time or work whilst the children are cared for. In the wider community the public are benefited by the improved behaviour and integration of the children into the local society and potentially through life as well grounded members of the community. By engaging the children and their immediate families the link between the small community of the pre-school and the local area, the general public are able to recognise and participate in the education process of future generations.

Whilst a fee is levied by the school, each family has the right to claim 15 hours of Nursery Education Funding (available to all children the term following their third birthday), as well as "Two Year Old" funding and "Extended" funding totalling 30 hours (where entitled), per week, term time, from the County Council. Where this is not enough and the child requires further time which is unfunded, then the pre-school will assist in

researching and claiming from other sources where possible. Children with special needs are individually budgeted for within the pre-school in addition to any other special grants received for them to ensure they have the 1:1 care they need. Where there are cases of hardship, the pre-school is flexible in its requests for payment and indeed in some cases will waive its fees altogether, thus ensuring that the facility is open to all.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

Nicola Godfrey is Pre-school Manager with primary responsibility for staff and the pre-school. Rachael Jarvie is Office Manager and is responsible for administration, payroll etc.

Again, our outdoor area was tidied and cleaned during the summer holidays and our outdoor playhouse converted to a builder's yard, complete with building bricks and hard hats. We were also lucky enough to receive a donation of a beautiful playhouse on legs from a pre-school closing down.

In December we replaced our very old and faded signage. Approaching pre-school now looks much more appealing.

It has been very hard to fundraise again this year due to the cost of living crisis but we raised a small amount from having a stall at our local primary schools summer fayre.

We plan to contact some bigger companies for grants/donations next year (eg: Persimmon Homes, Bovis), as there are new housing estates in our local area.

We were pleased to be able to use some of our EYPP (Early Years Pupil Premium) funding to offer some free lunch sessions to some of our children to help prepare for school. EYPP funding is given directly to the pre-school to help less advantaged children who will typically go on to qualify for free school meals when they attend primary school. EYPP can also be used for small group work to help with speech and language, outdoor clothing including primary school uniform and anything that helps to encourage regular attendance and improve the quality of the child's time at pre-school.

Financial review

The attached financial statements show the current state of the finances which the board consider to be acceptable.

Overall both income and expenditure were higher than the previous year. A large amount of expenditure was due to an increase in payroll. We employed a new member of staff in December 2021, on a zero hours contract to work 1:1 with children. This was an absolute necessity due to the increased number of children with additional needs attending pre-school. We were able to claim some funding from Oxfordshire County Council towards the wages of this new member of staff but some was paid the following financial year. The need for a 1:1 member of staff has decreased and we no longer employ this member of staff and this will reflect in wages next financial year.

We also had a high number of paid staff sick days. We will be looking into our policy of paying sick leave and taking professional advice.

Policy on reserves

The trustees aim to maintain free reserves at a level equivalent to three months' salary costs. The reserves at the end of the period were in excess of this at £35,000. Due to the ageing building, some of this will be used for more maintenance work expected in the near future.

Structure, governance and management

Nature of governing document

The company was incorporated on 27 July 2010 under company number 07326565 and registered as a charity at the Charity Commission on 9 September 2010 under number 1137934. The charity is known as "Little Oak Pre-School". The governing document is the Memorandum and Articles of Association.

Recruitment and appointment of trustees

R Hambidge - removed 1.8.2019 and reinstated 2.10.2020

Bank Receipts

-

Date	Details	Total	Grants	Fees	Fees (trf to Petty Cash)	Fundraising	Int received	Milk	Christmas party	Other
02.08.22	DH WFRU	21.37						21.37		
22.08.22	OCC	17,493.50	17,493.50							
26.08.22	OCC	384.48	384.48							
05.09.22	Yasin Rashid	17.00		17.00						
07.09.22	Barclays	1.46					1.46			
20.09.22	Finley Newport	3.50		3.50						
21.09.22	Samantha Franklin	2.23		2.23						
21.09.22	Lillian Tabbakh	262.50		262.50						
21.09.22	Isaac Wiggins	77.00		77.00						
23.09.22	Licas Higgs	3.50		3.50						
23.09.22	Iris Overton	434.00		434.00						
26.09.22	Elsie Pound	20.00		20.00						
26.09.22	Kevin Cristea	651.00		651.00						
28.09.22	Sienna French	196.00		196.00						
03.10.22	Marc Coca Leon	286.00		286.00						
04.10.22	Teddy Oliver	66.50		66.50						
04.10.22	Eli Graylish	259.00		259.00						
04.10.22	Theo Lambourne	141.00		141.00						
06.10.22	Katy Lewis	126.00		126.00						
07.10.22	Clara Willis	3.50		3.50						
07.10.22	Penelope Matthews	63.00		63.00						
11.10.22	Zach Vellet	3.50		3.50						
12.10.22	Evie-Rose Lucas	3.50		3.50						
12.10.22	Nova Leachman	3.50		3.50						
12.10.22	Lica Cristea	7.00		7.00						
13.10.22	Sienna Fazackerley	7.00		7.00						
14.10.22	Amira Amaddaou	489.50		489.50						
17.10.22	Albie Smith	106.00		106.00						

21.10.22	Willow Easter	25.50		25.50			
21.10.22	Leo Jeffery	98.50		98.50			
25.10.22	Elsie Pound	40.00		40.00			
27.10.22	Kawsar Hakimi	3.50		3.50			
31.10.22	Miya Hayne	5.00		5.00			
31.10.22	Leo Jeffery	3.00		3.00			
1.11.23	Albie Chance-Arkell	100.00		100.00			
2.11.23	Finley Newport	3.50		3.50			
3.11.23	Marc Coca Leon	18.50		18.50			
8.11.23	OCC SEN	821.52	821.52				
8.11.23	Leo Jeffery	14.00		14.00			
10.11.23	OCC	6,374.68	6,374.68				
10.11.23	OCC	9,646.84	9,646.84				
11.11.23	Laura Ramos	3.50		3.50			
11.11.23	Zach Vellet	3.50		3.50			
14.11.23	Willow Easter	17.50		17.50			
14.11.23	Ivy-Belle Gibbs	20.00		20.00			
14.11.23	Occ	1,086.90	1,086.90				
14.11.23	Isaac Wiggins	77.00		77.00			
15.11.23	Leo Jeffery	14.00		14.00			
16.11.23	Marc Coca Leon	308.00		308.00			
16.11.23	OCC SEN	1,369.20	1,369.20				
21.11.23	Iris Overton	451.00		451.00			
21.11.23	WH WFRU	60.88			60.88		
22.11.23	Leo Jeffery	14.00		14.00			
23.11.23	Elsie Pound	40.00		40.00			
24.11.23	Evie-Rose Lucas	3.50		3.50			
24.11.23	Penelope Matthews	80.00		80.00			
24.11.23	Eli Graylish	277.50		277.50			
29.11.23	Nova Leachman	3.50		3.50			
29.11.23	Theodore Oliver	77.00		77.00			
29.11.23	Kevin Cristea	96.00		96.00			
29.11.23	Lilian Tabbakh	262.50		262.50			
29.11.23	Leo Jeffery	14.00		14.00			

29.11.23	Leo Jeffery	6.00						6.00
30.11.23	Clara Willis	3.50		3.50				
30.11.23	Freddie-Jay Lewis	126.00		126.00				
30.11.23	Sienna French	196.00		196.00				
30.11.23	Elsie Graves	992.50		992.50				
30.11.23	Theodore Lambourne	96.00		96.00				
5.12.22	Archie Grant	40.00		40.00				
6.12.22	Daniel Hayne	1.00		1.00				
6.12.22	Lucas Higgs	3.50		3.50				
6.12.22	Leo Jeffery	14.00		14.00				
7.12.22	Argos refund	95.58						95.58
8.12.22	S Bowen	6.00						6.00
9.12.22	Elsie Pound	6.00						6.00
9.12.22	Elsie Pound	10.00		10.00				
1.12.22	Laura Ramos	6.00						6.00
12.12.22	Ivy-Belle Gibbs	20.00		20.00				
12.12.22	Leo Jeffery	30.00		30.00				
13.12.22	Leo Jeffery	14.00		8.00				6.00
13.12.22	Leo Jeffery	4.00		4.00				
15.12.22	Theo Oliver	6.00						6.00
16.12.22	Albie Chance-Arkell	6.00						6.00
16.12.22	Lica Cristea	6.00						6.00
19.12.22	Miya Hayne	6.00						6.00
19.12.22	Theo Lambourne	100.00		100.00				
20.12.22	Froggle Parties (refund)	75.00						75.00
20.12.22	Daisy Clark	506.50		506.50				
20.12.22	Amira Amaddaou	854.00		854.00				
22.12.22		100157	164.50	164.50				
22.12.22		100156	1,292.00	1,292.00				
28.12.22	OCC	560.44	560.44					
29.12.22	OCC - Household Support Fund	1,080.00	1,080.00					
5.1.23	Mehmet Aksahin	3.50		3.50				
6.1.23	Nicola Godfrey (see Christmas e	19.20						19.20
6.1.23	Rachael Jarvie (see Christmas ev	45.96						45.96

10.1.23	OCC SEN Mark Naouni	735.46	735.46				
10.1.23	Leo Jeffery	34.50		34.50			
11.1.23	Ivy-Belle Gibbs	20.00		20.00			
11.1.23	Archie Grant	40.00		40.00			
11.1.23	Leo Jeffery	27.50		27.50			
12.1.23	Zach Vellet	3.50		3.50			
12.1.23	Evie-Rose Lucas	3.50		3.50			
12.1.23	Naomi Skingsley (see Christmas e	12.90					12.90
12.1.23	Sarah Robins (see Christmas eve	18.03					18.03
12.1.23	Harry Holmes	3.50		3.50			
13.1.23	P Day (see Christmas events)	6.70					6.70
13.1.23	Elsie Pound	40.00		40.00			
13.1.23	Ralph Watson	207.00		207.00			
13.1.23	Finley Newport	3.50		3.50			
16.1.23	Aimee Townley (see Christmas e	18.03					18.03
16.1.23	Elsie Pound	20.00		20.00			
16.1.23	OCC	18,895.48	18,895.48				
17.1.23	Claire Hames (see Christmas eve	12.33					12.33
17.1.23	Elsie Pound	20.00		20.00			
17.1.23	Penelope Matthews	60.00		60.00			
17.1.23	Iris Overton	101.50		101.50			
17.1.23	Marc Coca Leon	242.00		242.00			
17.1.23	Leo Jeffery	34.50		34.50			
18.1.23	Laura Ramos	3.50		3.50			
18.1.23	DH WFRU	36.90				36.90	
19.1.23	DH WFRU	16.85				16.85	
20.1.23	Elsie Pound	29.00		29.00			
20.1.23	Kevin Cristea	207.00		207.00			
23.1.23	J Afolabi	7.00		7.00			
24.1.23	Theodore Oliver	126.00		1126.00			
25.1.23	Lillian Tabbakh	207.00		207.00			
27.1.23	Eli Graylish	188.50		188.50			
27.1.23	Leo Jeffery	34.00		34.00			
31.1.23	Daisy Clark	318.00		318.00			

31.1.23	Sacha Graves	386.50		386.50				
31.1.23	Theo Lambourne	165.00		165.00				
2.2.23	Katy Lewis	101.50		101.50				
3.2.23	Clara Willis	3.50		3.50				
3.2.23	Rosina Langford-Evans	3.50		3.50				
3.2.23	R Hambidge	14.11						14.11
3.2.23	Willow Easter	86.00		86.00				
3.2.23	Evie Willis	449.00		449.00				
3.2.23	Leo Jeffery	34.00		34.00				
6.2.23	Lucas Higgs	3.50		3.50				
6.2.23	Sienna French	165.00		165.00				
6.2.23	Barclays	0.83			0.83			
6.2.23	Isaac Wiggins	21.00		21.00				
7.2.23	Lucca Chaga de Assis	3.50		3.50				
7.2.23	OCC SEN Finley Newport	297.31	297.31					
8.2.23	Sienna Fazackerley	14.00		14.00				
10.2.23	Leo Jeffery	34.00		34.00				
20.2.23	Archie Grant	40.00		40.00				
20.2.23	Amira Amaddaou	489.50		489.50				
22.2.23	Nicola Godfrey for coat	21.00						21.00
23.2.23	Ivy-Belle Gibbs	20.00		20.00				
2.3.23	Nova Leachman	3.50		3.50				
2.3.23	Penelope Matthews	63.00		63.00				
2.3.23	Iris Overton	105.00		105.00				
2.3.23	Willow Easter	145.00		145.00				
2.3.23	Sienna French	148.00		148.00				
2.3.23	Harry Holmes	3.50		3.50				
2.3.23	Isaac Wiggins	63.00		63.00				
3.3.23	Zach Vellet	3.50		3.50				
3.3.23	Lucas Higgs	21.00		21.00				
3.3.23	Ralph Watson	207.00		207.00				
3.3.23	OCC Funding	3,024.31	3,024.31					
3.3.23	OCC Funding	13,137.24	13,137.24					
8.3.23	Laura Ramos	3.50		3.50				

8.3.23	OCC SEN	1,971.65	1,971.65				
10.3.23	Ivy-Belle Gibbs	20.00		20.00			
10.3.23	OCC SEN	1,848.00	1,848.00				
14.3.23	Leo Jeffery	100.00		100.00			
16.3.23	Theodore Lambourne	84.25		84.25			
17.3.23	OCC SEN	1,971.65	1,971.65				
20.3.23	Luca Chaga de Assis	3.50		3.50			
20.3.23	Eli Graylish	219.50		219.50			
21.3.23	Freddie-Jay Lewis	105.00		105.00			
21.3.23	Marc Coca Leon	225.50		225.50			
21.3.23	Theo Oliver	303.50		303.50			
21.3.23	Daisy Clark	318.00		318.00			
21.3.23	Finley Newport	3.50		3.50			
22.3.23	Rosina Langford-Evans	3.50		3.50			
24.3.23	Clara Willis	3.50		3.50			
24.3.23	Kevin Cristea	219.50		219.50			
24.3.23	Elsie Graves	356.00		356.00			
24.3.23	Evie Willis	449.00		449.00			
28.3.23	Nova Leachman	3.50		3.50			
28.3.23	Miya Hayne	4.00		4.00			
28.3.23	Jesse & Grace Afolabi	7.00		7.00			
28.3.23	Amel Amaddaou	243.00		243.00			
28.3.23	Amira Amaddaou	453.50		453.50			
28.3.23	Leo Jeffery	80.50		80.50			
29.3.23	Evie Rose Bowen	3.00		3.00			
29.3.23	Evie Rose Lucas	3.50		3.50			
31.3.23	WH WFRU	75.90			75.90		
31.3.23	Theodore Lambourne	84.50		84.50			
17.4.23	Archie Grant	33.10		33.10			
17.4.23	Finley Newport	3.50		3.50			
27.4.23	OCC Funding (£570 HSF)	20,278.76	20,278.76				
28.4.23	Laura Ramos	3.50		3.50			
28.4.23	Albie Chance-Arkell	280.30		280.30			
28.4.23	Harry Holmes	3.50		3.50			

2.5.23	Zach Vellet	3.50		3.50				
2.5.23	Iris Overton	108.50		108.50				
2.5.23	Penelope Matthews	130.00		130.00				
2.5.23	Ralph Watson	205.25		205.25				
2.5.23	Harry Holmes	3.50		3.50				
3.5.23	Kevin Cristea	3.50		3.50				
3.5.23	Lucas Higgs	25.00		25.00				
4.5.23	Eli Graylish	3.50		3.50				
4.5.23	Isaac Wiggins	136.50		136.50				
5.5.23	Elsie Graves	390.00		390.00				
9.5.23	Rosina Langford-Evans	3.50		3.50				
9.5.23	Sienna French	108.00		108.00				
11.5.23	Grace Brown	91.00		91.00				
11.5.23	Freddie-Jay Lewis	98.00		98.00				
11.5.23	Amira Amaddaou	3.50		3.50				
12.5.23	Clara Willis	3.50		3.50				
12.5.23	Evie Willis	368.00		368.00				
12.5.23	Leo Jeffery	2.50		2.50				
12.5.23	Leo Jeffery	100.00		100.00				
12.5.23	Leo Jeffery	190.00		190.00				
16.5.23	Theo Oliver	325.00		325.00				
16.5.23	Theo Lambourne	85.00		85.00				
17.5.23	Summer Fayre profit	33.00			33.00			
17.5.23	Sienna French	50.00		50.00				
18.5.23	Jesse & Grace Afolabi	7.00		7.00				
22.5.23	Evie Rose Lucas	3.50		3.50				
23.5.23	OCC Funding	2,070.21		2070.21				
23.5.23	Amel Amaddaou	732.50		732.50				
24.5.23	Marc Coca Leon	154.50		154.50				
25.5.23	Luca Chaga de Assis	3.50		3.50				
26.5.23	Daisy Clark	299.50		299.50				
30.5.23	OCC Household Support Fund	1,995.00	1,995.00					
31.5.23	Theo Lambourne	83.50		83.50				
2.6.23	Willow Easter	145.00		145.00				

2.6.23	Willow Easter	188.50		188.50			
9.6.23	Zach Vellet	3.50		3.50			
9.6.23	Miya Hayne	7.00		7.00			
12.6.23	Lucas Higgs	24.00		24.00			
12.6.23	Iris Overton	109.00		109.00			
12.6.23	R MacEachrane	135.50		135.50			
12.6.23	Ralph Watson	208.75		208.75			
13.6.23	Luca Chaga de Assis	3.50		3.50			
14.6.23	Marc Coca Leon	175.50		175.50			
16.6.23	Theo Lambourne	86.00		86.00			
20.6.23	Eli Graylish	3.50		3.50			
22.6.23	DH WFRU	75.45			75.45		
27.6.23	Rosina Langford-Evans	3.50		3.50			
27.6.23	OCC Funding	1,173.60	1,173.60				
28.6.23	Leo Jeffery	3.50		3.50			
28.6.23	Leo Jeffery	100.00		100.00			
29.6.23	OCC Funding	21,775.63	21,775.63				
30.6.23	Clara Willis	3.50		3.50			
30.6.23	Freddie-Jay Lewis	119.00		119.00			
20.6.23	Evie Willis	530.00		530.00			
30.6.23	OCC Funding	2,310.00	2,310.00				
30.6.23	Colby La Reservee	3.50		3.50			
3.7.23	Evie Rose Lucas	3.50		3.50			
4.7.23	Elsie Graves	393.50		393.50			
6.7.23	Sienna French	80.00		80.00			
7.7.23	Christmas Party Fee's	120.00				120.00	
11.7.23	Theo Oliver	360.00		360.00			
13.7.23	OCC Funding - Household Suppo	60.00		60.00			
14.7.23	Nicola Godfrey	1,978.11					1,978.11 Wages returned
14.7.23	Finley Newport	3.50		3.50			
17.7.23	Sienna French	0.50		0.50			
17.7.23	Maggie (Doran)	3.50		3.50			
17.7.23	Jesse & Grace Afolabi	7.00		7.00			
17.7.23	Sienna French	95.00		95.00			

19.7.23	Laura Ramos	3.50		3.50					
20.7.23	Amel Amaddaou	835.50		835.50					
21.7.23	Daisy Clark	392.00		392.00					
21.7.23	OCC SEN	462.00	462.00						
28.7.23	Stanley Redhead	250.00		250.00					
31.7.23	Evie Rose Bowen	7.00		7.00					
31.7.23	OCC - Household Support Fund	525.00	525.00						
		160,328.83	129,218.65	29,296.59		33.00	2.29	287.35	174.00

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Date	Details	Chq No.	Amount	Capital	Staff costs	Ground rent	Rates & Refuse	Insurance	Electric	Cleaning	Repairs and Renewals	Art & Craft	Toys and Games	Books	Stationery and Postage	Telephone	Accountancy	Payroll	Bank Charges	Subscriptions	Sundry Expenses	Refreshments	Petty Cash
29.09.22	Bryony Potter/DBS renewal		13.00		13.00																		
03.10.22	Parenta Group		100.80																	100.80			
03.10.22	Next		56.00																		56.00		
03.10.22	Trespass		30.09												0.10						29.99		
03.10.22	Lee Godfrey/DBS		13.00		13.00																		
03.10.22	Lidl		38.15							10.03												28.12	
03.10.22	The Mill Academy/Water		119.94				119.94																
03.10.22	The Mill Academy/Elec		279.49						279.49														
03.10.22	WODC		448.00				448.00																
04.10.22	Nest		378.63		378.63																		
04.10.22	BT		80.69													80.69							
04.10.22	Learning & Exploring Through Play		91.95										85.96		5.99								
04.10.22	Sainsburys		11.55							1.25											9.00	1.30	
05.10.22	TTS		40.74								36.79				3.95								
05.10.22	Barclays Bank		8.50																8.50				
06.10.22	Poundstretcher		11.68							9.08					0.10						2.50		
07.10.22	Amazon		32.99												32.99								
10.10.22	Amazon		8.79												8.79								
10.10.22	Amazon		94.29										94.29										
11.10.22	Lidl		61.30																		25.63	35.67	
12.10.22	Sarah Green/DBS		13.00		13.00																		
12.10.22	Anita Laurence/DBS		13.00		13.00																		
12.10.22	Simplicity Payroll		63.60															63.60					
12.10.22	HMRC		968.15		968.15																		
13.10.22	Greene King		40.00		40.00																		
14.10.22	WODC		35.00				35.00																
17.10.22	Microsoft		7.99																		7.99		
17.10.22	Aspire		15.00		15.00																		
17.10.22	Asda		8.00																		8.00		
18.10.22	The Works		50.20											50.20									
18.10.22	Galleon Supplies		56.40																		56.40		
18.10.22	Lidl		41.98									3.66									2.29	36.03	
18.10.22	Teachers2Parents		298.80																		298.80		
19.10.22	Amazon		8.99												8.99								
19.10.22	Sainsburys		4.25							2.00												2.25	
19.10.22	Marks & Spencers		34.10												0.10						34.00		
19.10.22	R Jarvie/Tesco		1.25																			1.25	
21.10.22	Citation		229.37																		229.37		
21.10.22	Wages		9,583.49		9,583.49																		
21.10.22	HMRC Civil Money Claim		35.00																		35.00		
24.10.22	Nest		403.23		403.23																		
24.10.22	Aldi		5.70																			5.70	
24.10.22	Home Bargains		49.91		45.92					3.99													
26.10.22	Early Years Alliance		8.75																		8.75		
26.10.22	Amazon		12.00							12.00													
26.10.22	Tesco		14.00		14.00																		
26.10.22	Lidl		24.89							11.91											12.98		
27.10.22	Sainsburys		42.00		42.00																		
31.10.22	Sainsburys		15.69																		9.00	6.69	
31.10.22	Lidl		41.09																		1.30	39.79	
1.11.23	Parenta Group		100.80																		100.80		
2.11.23	Anita Laurence/card		2.00		2.00																		
3.11.23	Sainsburys		11.17		10.00																	1.17	
3.11.23	Rosalind Hambidge/DBS		13.00		13.00																		
4.11.23	Barclays Bank		8.50																8.50				
4.11.23	R Jarvie/Postage		1.45												1.45								
4.11.23	R Jarvie/Lidl		6.49																		6.49		
4.11.23	Marczak Assessment Solutions		60.00																		60.00		
7.11.23	R Jarvie/Tesco		4.23																			4.23	
7.11.23	R Jarvie/Lidl		38.46																		8.06	30.40	
7.11.23	Nicola Godfrey/Tesco		42.00		42.00																		
8.11.23	Early Years Alliance		514.56					514.56															
9.11.23	Civil Money Claim Gov.uk		35.00																		35.00		
10.11.23	Amazon		32.99												32.99								
10.11.23	Froggle Parties		115.00																		115.00		
14.11.23	WODC		35.00				35.00																
14.11.23	Simplicity Payroll		63.60															63.60					
14.11.23	Nicola Godfrey/Lidl		67.99							7.25		2.34									21.17	37.23	

Date	Details	Chq No.	Amount	Capital	Staff costs	Ground rent	Rates & Refuse	Insurance	Electric	Cleaning	Repairs and Renewals	Art & Craft	Toys and Games	Books	Stationery and Postage	Telephone	Accountancy	Payroll	Bank Charges	Subscriptions	Sundry Expenses	Refreshments	Petty Cash
14.11.23	HMRC		1,093.69		1,093.69																		
15.11.23	Microsoft		7.99																		7.99		
15.11.23	Galleon Supplies		56.40																		56.40		
15.11.23	Mimi Smarty Pants		320.00								320.00												
16.11.23	R Jarvie/DBS		13.00		13.00																		
16.11.23	N Godfrey/DBS		13.00		13.00																		
21.11.23	Citation		229.37																		229.37		
21.11.23	Wages		9,821.78		9,821.78																		
21.11.23	Poundland		22.50									1.50				4.00					17.00		
21.11.23	Amazon		28.18													28.18							
21.11.23	Asda		89.50		89.50																		
21.11.23	R Jarvie/Lidl		45.08							1.93											2.92	40.23	
22.11.23	Nest		422.59		422.59																		
22.11.23	Amazon		4.42								4.42												
24.11.23	Amazon		21.24													21.24							
28.11.23	Amazon		4.42								4.42												
28.11.23	Poundstretcher		4.00									4.00											
28.11.23	Sainsburys		9.55																			9.55	
29.11.23	Timpson		16.50								16.50												
30.11.23	Claire Hames/DBS		13.00		13.00																		
1.12.22	Parenta Group		100.80																		100.80		
2.12.22	R Jarvie/Poundstretcher		8.25							8.25													
2.12.22	R Jarvie/Lidl		39.20							11.79											6.67	20.74	
5.12.22	BT		86.35													86.35							
5.12.22	Amazon		3.99													3.99							
5.12.22	Poundland		3.00																		3.00		
5.12.22	Sainsburys		7.90																			7.90	
5.12.22	Home Bargains		7.98							7.98													
5.12.22	Barclays Bank		8.50																8.50				
7.12.22	Argos (order cancelled)		95.58													95.58							
7.12.22	R Jarvie/Lidl		61.78																		38.33	23.45	
8.12.22	Argos		49.89													49.89							
8.12.22	MY Clothing		67.00		67.00																		
9.12.22	Amazon		10.50													10.50							
12.12.22	The Works		2.50													2.50							
12.12.22	Sainsburys		7.75																		5.75	2.00	
12.12.22	Lidl		46.86							3.39		1.16									2.09	40.22	
12.12.22	Mill Academy (Water)		94.60				94.60																
12.12.22	Mill Academy (Elec)		242.45						242.45														
14.12.22	WODC		35.00				35.00																
14.12.22	Amazon		9.99								9.99												
14.12.22	Galleon		77.40																		77.40		
15.12.22	Ebay		14.11																				
15.12.22	Witney Signs		237.72								237.72												
16.12.22	Microsoft		7.99																		7.99		
16.12.22	Sainsburys		1,053.00																		1,053.00		
19.12.22	Paypal		7.71																		7.71		
19.12.22	Aspire		13.50		13.50																		
19.12.22	Aspire		18.00		18.00																		
19.12.22	Aspire		18.00		18.00																		
19.12.22	Aspire		18.00		18.00																		
20.12.22	Lidl		58.68																		3.12	55.56	
20.12.22	R Jarvie/Lidl		9.63																			9.63	
20.12.22	Rosalind Hambidge/Wool for hats		26.46																		26.46		
20.12.22	HMRC		1,531.25		1,531.25																		
21.12.22	Citation		229.37																		229.37		
21.12.22	Wages		10,240.11		10,240.11																		
21.12.22	The Dog House		133.40		133.40																		
21.12.22	The Dog House		196.17		196.17																		
22.12.22	Nest		448.56		448.56																		
22.12.22	BT		82.39													82.39							
23.12.22	RS Electrical		358.80						358.80														
3.1.23	BT		80.69													80.69							
3.1.23	Parenta Group		100.80																		100.80		
3.1.23	Lidl		44.21							3.99											5.77	34.45	
4.1.23	Sainsburys		4.50																			4.50	
4.1.23	Poundstretcher		8.50							2.00						2.00					4.50		
4.1.23	Simplicity Payroll		63.60															63.60					

Date	Details	Chq No.	Amount	Capital	Staff costs	Ground rent	Rates & Refuse	Insurance	Electric	Cleaning	Repairs and Renewals	Art & Craft	Toys and Games	Books	Stationery and Postage	Telephone	Accountancy	Payroll	Bank Charges	Subscriptions	Sundry Expenses	Refreshments	Petty Cash
19.6.23	Amazon		5.98												5.98								
19.6.23	Amazon		89.26									74.49			14.77								
20.6.23	Lidl		63.99							6.54											19.81	37.64	
21.6.23	Citation		229.37																		229.37		
21.6.23	Wages		10,296.07		10,296.07																		
22.6.23	Nest		497.81		497.81																		
22.6.23	Findel Education/Hope		365.83										365.83										
26.6.23	Tesco		3.50																				3.50
26.6.23	Lidl		45.22							0.55		5.52									3.59	35.56	
29.6.23	Microsoft		7.99																		7.99		
29.6.23	Yourschooluniform		78.94																		78.94		
3.7.23	BT Group		85.07													85.07							
3.7.23	Parenta Group		70.80																		70.80		
3.7.23	Mr Fothergills Seeds		18.00																			18.00	
3.7.23	Amazon		87.75										64.22	23.53									
3.7.23	The Entertainer		133.18										133.18										
3.7.23	Card Factory		3.00												3.00								
3.7.23	Sainsburys		53.50																		53.50		
3.7.23	Sainsburys		55.00																		55.00		
3.7.23	Lidl		60.44							6.46		1.23									8.65	44.10	
3.7.23	Child Matters		78.00		78.00																		
4.7.23	Amazon		24.99																				
4.7.23	R Jarvie/Home Bargains		5.58							5.58													
5.7.23	Galleon Supplies		56.40																		56.40		
5.7.23	Yourschooluniform		172.36																		172.36		
5.7.23	Sainsburys		15.00																		15.00		
5.7.23	Barclays Bank		8.50																8.50				
6.7.23	Sainsburys		1.60																		1.60		
10.7.23	Amazon		10.45																				
10.7.23	Marks&Spencers		64.30												10.45						64.30		
10.7.23	Sainsburys - Household Support Voucher		2,106.00																		2,106.00		
10.7.23	Sainsburys		37.00																		37.00		
10.7.23	Lidl		43.09																			43.09	
11.7.23	Amazon		12.99																				
11.7.23	Kayleigh Oliver/Uniform		80.00													12.99					80.00		
12.7.23	Amazon		41.75		41.75																		
12.7.23	Brigade		54.38																		54.38		
12.7.23	Sainsburys		4.66							4.66													
12.7.23	Lidl		17.92							8.43		2.50									6.99		
12.7.23	Marks&Spencers		24.10																		24.10		
13.7.23	Lidl		14.48																			14.48	
14.7.23	Nicola Godfrey Wages paid in error		1,978.11		1,978.11																		
14.7.23	WODC Rates		37.00				37.00																
14.7.23	OCC - spring briefing		20.00		20.00																		
14.7.23	Simplicity Payroll		61.20															61.20					
14.7.23	HMRC		1,121.94		1,121.94																		
17.7.23	Amazon		197.13										197.13										
17.7.23	Amazon		202.16										202.16										
17.7.23	Card Factory		3.57									2.58			0.99								
17.7.23	Mill Academy (Water)		136.34				136.34																
17.7.23	Mill Academy (Elec)		305.87						305.87														
18.7.23	Lidl		20.62																			20.62	
18.7.23	VA Lambourne/Uniform		7.00																		7.00		
18.7.23	VA Lambourne/Uniform		22.40																		22.40		
18.7.23	VA Lambourne/Uniform		24.10																		24.10		
19.7.23	Companies House		13.00																		13.00		
19.7.23	R Jarvie/Flower Pots		20.91																		20.91		
20.7.23	Oral Health Foundation		153.90																		153.90		
20.7.23	Waitrose		18.75		15.00										3.75								
20.7.23	Sainsburys		30.66												1.75								28.91
21.7.23	Nest		516.96		516.96																		
21.7.23	Citation		255.36																		255.36		
21.7.23	Wages		10,975.15		10,975.15																		
21.7.23	Post Office		3.45																		3.45		
21.7.23	Palace Cuisine		45.00		45.00																		
24.7.23	The Evenlode		263.40		263.40																		
27.7.23	Post Office		44.40												44.40								
28.7.23	Microsoft		7.99																		7.99		

Date	Details	Chq No.	Amount	Capital	Staff costs	Ground rent	Rates & Refuse	Insurance	Electric	Cleaning	Repairs and Renewals	Art & Craft	Toys and Games	Books	Stationery and Postage	Telephone	Accountancy	Payroll	Bank Charges	Subscriptions	Sundry Expenses	Refreshments	Petty Cash
			178,933.28	2,719.20	###	0.00	1,792.50	1,788.36	1,565.05	367.04	1,431.20	977.13	2,871.89	458.64	860.13	992.41	1,650.00	799.20	117.17	4,616.91	7,674.53	1,613.35	0.00

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Staff Breakdown year ending 31st July 2023

Date	Amount	HMRC	Wages	Training	Gifts	Nest pension	DBS	uniform	staff mugs	staff xmas/ summer party
01.08.22	187.20							187.20		
05.08.22	1031.12	1031.12								
19.08.22	9635.56		9635.56							
23.08.22	456.78					456.78				
06.09.22	20.00								20.00	
15.09.22	18.50				18.50	Anita's 60th birthday present				
15.09.22	23.59				23.59	Anita's 60th birthday cake				
15.09.22	1327.56	1327.56								
21.09.22	9191.27		9191.27							
29.09.22	49.00				49.00	staff christmas gifts				
29.09.22	13.00						13.00	Bryony renewal		
03.10.22	13.00						13.00	Lee renewal		
04.10.22	378.63					378.63				
12.10.22	13.00						13.00	Sarah Green renewal		
12.10.22	13.00						13.00	Anita renewal		
12.10.22	968.15	968.15								
13.10.22	40.00									40.00 deposit for m
17.10.22	15.00			15.00	Claire ADHD training					
21.10.22	9583.49		9583.49							
24.10.22	403.23					403.23				
24.10.22	45.92				45.92	Christmas gifts				
26.10.22	14.00				14.00	Christmas gifts				
27.10.22	42.00				42.00	Christmas gifts				
2.11.23	2.00				2.00	new home card				
3.11.23	10.00				10.00	plant - new home gift				
3.11.23	13.00						13.00	Lyn renewal		
7.11.23	42.00				42.00	Christmas gifts				
14.11.23	1093.69	1093.69								
16.11.23	13.00						13.00	Rachael renewal		
16.11.23	13.00						13.00	Nicola renewal		
21.11.23	9821.78		9821.78							
21.11.23	89.50				89.50	Christmas gifts				
22.11.23	422.59					422.59				

30.11.23	13.00			13.00 Claire renewal	
8.12.22	67.00				67.00
19.12.22	13.50			13.50 Naomi - Supervising & Observing Staff	
19.12.22	18.00			18.00 Claire - Introduction EYFS	
19.12.22	18.00			18.00 Naomi - Coaching & Mentoring	
19.12.22	18.00			18.00 Naomi - Building an Exceptional Team	
20.12.22	1531.25	1531.25			
21.12.22	10240.11		10240.11		
21.12.22	133.40				133.40 (drink paid ba
21.12.22	196.17				196.17 Christmas me
22.12.22	448.56				448.56
6.1.23	13.50			13.50	
9.1.23	21.84			21.84 Birthday flowers for Sue	
11.1.23	1757.84	1757.84			
16.1.23	6.00			6.00 Flowers for Bryony	
17.1.23	26.99			26.99 Flowers for Kelly	
19.1.23	7.00			7.00 Sue's birthday present	
20.1.23	9543.42		9543.42		
25.1.23	434.38				434.38
13.2.23	1742.70	1742.70			
21.2.23	10346.72		10346.72		
23.2.23	489.20				489.20
28.2.23	10.00			10.00 Leaving voucher for "P"	
6.3.23	6.00			6.00 Leaving flowers for "P"	
10.3.23	45.80				45.80 Paige Morley
13.3.23	1998.51	1998.51			
21.3.23	10505.86		10505.86		
21.3.23	13.00				13.00 Paige renewel
22.3.23	450.26				450.26
12.4.23	1528.34	1528.34			
21.4.23	10567.32		10567.32		
25.4.23	535.31				535.31
17.5.23	1493.95	1493.95			
19.5.23	10038.52		10038.52		
22.5.23	489.55				489.55
6.6.23	27.44			27.44 Birthday flowers for 'Lyn	
13.6.23	40.00			40.00 safer recruitment - Nicola	

14.6.23	951.38	951.38					
21.6.23	10296.07		10296.07				
22.6.23	497.81				497.81		
3.7.23	78.00			78.00	Sarah Robins First Aid		
12.7.23	41.75				41.75	Retirement gift - Anita	
14.7.23	1978.11						1978.11
14.7.23	20.00			20.00	Spring briefing		
14.7.23	1121.94	1121.94					
20.7.23	15.00				15.00	Flowers for Anita	
21.7.23	516.96					516.96	
21.7.23	10975.15		10975.15				
21.7.23	45.00				45.00	Retirement cake for Anita	
24.7.23	263.40						263.40
	146640.57	16546.43	120745.27	220.50	557.03	5523.26	162.80

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Wages paid to Nicola Godfrey in error
payment returned straight to our bank account

3

Christmas Events **2022-23**

Staff Christmas meal - drinks

21.12.2022	£133.15	Dog House Abingdon receipt
Paid to Pre-school ...		
6.1.23	£19.20	Nicola
6.1.23	£45.96	Rachael
12.1.23	£12.90	Naomi
12.1.23	£18.03	Sarah R
13.1.23	£6.70	"P"
16.1.23	£18.03	Aimee
17.1.23	£12.33	Claire
	<u>£133.15</u>	

Childrens Christmas Party

Expenses

Froggle Parti	£215.00	
Party Food	55.56	
Disposables/	17.00	<u>£287.56</u>
<u>Income</u>	(parent donation)	
Cash 100158	£120.00	
online	£54.00	Various dates
Froggle refun	£75.00	20.12.23
		<u>£249.00</u>

Christmas party cost pre-school £38.56

Petty Cash Summary
for the year ended 31 July 2023

Expenditure

	<u>Total</u>	<u>Refreshments</u>	<u>Cooking</u>	<u>Art and Craft</u>	<u>Cleaning</u>	<u>Stationery and Postage</u>	<u>Books</u>	<u>Gardening</u>	<u>Toys and Games</u>	<u>Repairs and Renewals</u>	<u>Gifts</u>	<u>Fundraising</u>	<u>First Aid</u>	<u>Xmas Party/decs</u>	<u>Uniform</u>
August															
September															
October															
November															
December															
January															
February															
March															
April															
May															
June															
July															
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Receipts

August															
September															
October															
November															
December									£						
January						Balance at	31.7.2022		12.42						
February															
March						Add Receipts			<u>none</u>						
April															
May															
June						Less Expenditure			none						
July															
	0.00					Balance at	31.7.2023		<u>12.42</u>						

Little Oak Pre School (Witney) Ltd

Petty Cash for Maintenance
for the year ended 31 July 2023

Lee Godfrey

Expenditure £

0.00

Receipts

August
September
October
November
December
January
February
March
April
May
June
July

0.00

Balance at 31.7.2022 13.05

Add Receipts _____

Less Expenditure

Balance at 31.7.2023 13.05

Bank Reconciliation
for the period ending 31.7.2023

Balance as per statement 31.7.2023	Barclays	47,063.75
		<hr/>
Balance at 30.6.2023		61,410.80
Add Receipts		5,579.61
Less Expenditure		19,926.66
Balance at 31.7.2023	<hr/>	47,063.75
		<hr/> <hr/>

Little Oak Pre School (Witney) Ltd

Fundraising Summary
for the year ended 31.7.23

		£
17.5.23	Summer Fayre Profit	33.00
		33.00

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Little Oak Pre-School (Witney) Limited

Year ended 31.7.2023

Stock

We no longer keep a supply of Pre-School uniform.

Parent/carers can order logo'd uniform online via myclothing.com

Red book bags

<u>date</u>	total in stock
31.7.23	16

Unpaid and overdue Fee's

Ivy-Belle £280.50 (small claims 20.10.22. Paid £100, as at 31.7.23 still owes £218.74)

Aalesha £262.50 (active iva - £2.23 received 21.9.22)

Archie G 0 (mum given until end October 2022 to pay and then small claims/paid in full by 17.4

Nova Le £7.00 Nova no longer attends pre-school, so unlikely we will get this payment

Theo La £89.25 If payment not received by 14.8.23 then small claims)

Fee's ow(children still attending pre-school)

None

Total amount of overdue fee's 31.7 £637.02

Oxfordshire County Household Support Fund (was previously Council Winter Grant)

Payment received from Oxfordshire County Council to buy low income families supermarket vouchers during school holidays.

October Half Term

The Voucher issued at Christmas to cover October to end March.

Christmas Holidays

Payment received from OCC 29.12.22 ###

Sainsburys vouchers purchased 16.12.22 ###

February Half Term

The Voucher issued at Christmas to cover October to end March.

Easter Holidays

Sainsburys vouchers purchased 23.03.23 £630.00

Payment received from OCC 25.4.23 £570.00 Part of bigger remittance £20,278.76

Payment received from OCC 11.7.23 £60.00 To top up short payment

May Half Term

Payment received from OCC 30.5.23 ### Payment for May half term and summer holidays.

Sainsburys vouchers purchased 24.5.23 £345.00 For May half term only.

Summer Holidays

Payment received from OCC 31.7.23 £525.00 To top up short payment made 20.5.23

Sainsburys vouchers purchased 10.7.23 ### For Summer holidays.

OCC owe us £25.00 for underpayment year ending Jul-22
Total payments from OCC = ###
Total vouchers purchased ###
£71 OCC overpayment received

Sundries

Date	Amount	Item bought	New outdoor equipment/ gardening
08.08.22	171.36	Early Year Resources - signs	171.36
24.08.22	7.00	Poundstretcher - pillow	
26.08.22	15.00	Poundstretcher - rug	
01.09.22	26.39	Lidl - gloves, handwash, bin bags	
01.09.22	2.50	Sainsburys - food bags,	
01.09.22	13.50	Sainsbury's nappy bin refill	
01.09.22	8.60	Sainsbury's - wipes	
05.09.22	65.40	Galleon Supplies - blue roll and hand towels	
13.09.22	9.38	Lidl - loo roll, gloves	
20.09.22	5.43	Sainsbury's - peeler, cling film	
03.10.22	56.00	Next - children's outdoor clothing	
03.10.22	29.99	Trespass - childrens outdoor clothing	
04.10.22	9.00	Sainsbury's - Tissues, loo roll	
06.10.22	2.50	Poundstretcher - bin bags	
11.10.22	25.63	Lidl - wipes, gloves, bin liners	
17.10.22	8.00	Asda - tea towels	
18.10.22	2.29	Lidl - loo roll	
18.10.22	56.40	Galleon Supplies - blue roll and hand towels	
19.20.22	34.00	M&S - children clothing	
21.10.22	35.00	Gov.uk - Civil Money Claim	
26.10.22	12.98	Lidl - surface wipes, gloves	
31.10.22	9.00	Sainsbury's - Kitchen scissors, tissues	
31.10.22	1.30	Lidl - wipes	
4.11.23	6.49	Lidl - goves	
4.11.23	60.00	Marczak - Early Years Development tool	
7.11.23	8.06	Lidl - wipes, dishwasher salt, scourer	
9.11.23	35.00	Gov.uk - Civil Money Claim	
10.11.23	115.00	Froggle Parties - deposit	
14.11.23	21.17	Lidl - loo roll, nappy/bin bags, gloves	
15.11.23	56.40	Galleon Supplies - blue roll and hand towels	
21.11.23	17.00	Poundland - children's christmas party	
21.11.23	2.92	Lidl - wipes	
2.12.2	6.67	Lidl - loo roll, bin bags	
5.12.22	3.00	Poundland - children's christmas party	
7.12.22	38.33	Lidl - Tissues, gloves, nappy bags, handwash	
12.12.22	5.75	Sainsbury's - bin liners, paper plates, cotton wool	
12.12.22	2.09	Lidl - bin bags	
14.12.22	77.40	Galleon Supplies - blue roll and hand towels	
16.12.22	1053.00	Sainsbury's - vouchers for OCC household support fund	
19.12.22	7.71	Paypal - comp reset key	
20.12.22	3.12	Lidl - loo roll, foil	
20.12.22	26.46	Rosalind Hambidge, wool for childrens hats & mittens	
3.1.23	5.77	Lidl - batteries	
4.1.23	4.50	Poundstretcher - loo roll	
9.1.23	16.00	Argos - fitted sheet	
10.1.23	8.99	Lidl - bin bags, tissues	
10.1.23	18.99	Boots - nappy bin refill	
16.1.23	4.00	Sansbury's - childrens toothbrush/paste	
17.1.23	2.76	Lidl - wipes	
18.1.23	5.00	M&S thank you flowers	
19.1.23	2.70	Tesco - bin bags	
20.1.23	6.19	Lidl - bin bag, thank you flowers	

23.1.23	9.74	Lidl - wipes, gloves
25.1.23	4.50	Poundstretcher - loo roll
27.1.23	77.40	Galleon Supplies - blue roll and hand towels
1.2.23	3.49	Lidl - wipes
6.2.23	18.76	Lidl - nappy bags, plasters, loo roll, wipes
20.2.23	6.17	Lidl - loo roll, bin bags
23.2.23	100.00	MyClothing - staff uniform
27.2.23	19.47	Lidl - gloves
3.3.23	77.40	Galleon Supplies - blue roll and hand towels
3.3.23	12.70	Sainsbury's - childrens toothbrush/paste
6.3.23	7.25	Asda - bits for gardening 7.25
7.3.23	15.76	Lidl - gloves, sandwich bags
9.3.23	2.40	Sainsbury's - handwash
13.3.23	11.91	Lidl - handwash, bin bag, nappy bag, loo roll, wipes
14.3.23	10.79	Amazon - storage box
22.3.23	30.48	Amazon - childrens clothng
23.3.23	630.00	Sainsbury's - vouchers for OCC household support fund
23.2.23	18.47	Lidl - loo roll, gloves
27.3.23	8.70	Morrisons - bin bags, handwash, cling film, cleaning cloths
27.3.23	6.27	Lidl - sanitary towels, chewing gum, glass wipes
30.3.23	9.00	Poundstretcher - dehumidifyer
3.4.23	2.49	Lidl - thank you flowers
13.4.23	35.00	Gov.uk - Civil Money Claim
19.4.23	1.69	Lidl - bin bag
20.4.23	11.99	Amazon - bell
25.4.23	77.40	Galleon Supplies - blue roll and hand towels
25.4.23	14.52	Lidl - wipes, loo roll, cotton wool, freezer bags
28.4.23	216.96	Regatta - childrens outdoor clothing
2.5.23	16.00	Sainsbury's nappy bin refill
5.5.23	15.49	Amazon - Lunch bag
10.5.23	43.46	Lidl - Gloves, bin liners, baby wipes, tissue, thank you flowers
16.5.23	6.49	Lidl - gloves
22.5.23	20.55	Lidl, baby wipes, batteries, gloves
24.5.23	345.00	Sainsburys - vouchers for OCC household support fund
25.5.23	3.75	Sainsbury's - bin liners
30.5.23	5.80	Dunelm - baskets
31.5.23	15.99	Amazon - Lunch bag
5.6.23	102.00	Overpayment of fee's - payment returned to parent
5.6.23	245.22	Towers Mint Ltd 0 Charles III medal gift for children
6.6.23	21.87	Lidl - gloves, loo roll, baby wipes, tissues
6.6.23	77.40	Galleon Supplies - blue roll and hand towels
14.6.23	3.75	Sainsbury's - body sprays
20.6.23	19.81	Lidl - loo roll, tissues, bin liners, baby wipes, nappy bags
26.6.23	3.59	Lidl - baby wipes
29.6.23	78.94	YourSchoolUniform.com - children's uniform
2.7.23	18.00	Mr Fothersgill's Seeds - seeds
3.7.23	53.50	Sainsbury's - school uniform
3.7.23	55.00	Sainsbury's - school uniform
3.7.23	8.65	Lidl - cling film, freezer bags, batteries
5.7.23	56.40	Galleon Supplies - blue roll and hand towels
5.7.23	172.36	yourSchoolUniform.com - children's uniform
5.7.23	15.00	Sainsbury's - school uniform
6.7.23	1.60	Sainsbury's - food bags
10.7.23	64.30	M&S - school uniform
10.7.23	2106.00	Sainsbury's - vouchers for OCC household support fund
10.7.23	37.00	Sainsbury's - school uniform

11.7.23	80.00	Kayleigh Oliver - school uniform
12.7.23	54.38	Brigade Clothing - school uniform
12.7.23	6.99	Lidl - loo roll
12.7.23	24.10	M&S - school uniform
18.7.23	7.00	M&S - school uniform
18.7.23	22.40	M&S - school uniform
18.7.23	24.10	M&S - school uniform
19.7.23	20.91	Charlbury Garden Centre - leavers gifts
20.7.23	153.90	Oral Health Foundation - toothbrush sets

7674.53

<u>Inside Decorations New soft furnishings/batteries</u>	<u>Gloves Cleaning</u>	<u>Kitchen</u>	<u>Toiletries</u>
7.00			
15.00			
	26.39		
		2.50	
			13.50
			8.60
			65.40
	6.49		2.89
		5.43	
			9.00
	2.50		
	15.16		10.47
		8.00	
			2.29
			56.40
	12.98		
		5.00	
			4.00
			1.30
	6.49		
			5.85
	2.21		
	17.31		3.86
			56.40
			2.92
	3.38		3.29
	27.86		10.47
	2.25		1.00
	2.09		
			77.40
		1.19	
			1.93
5.77			
			4.50
16.00			
	3.59		5.40
			18.99
			4.00
			2.76
	2.70		
	1.69		

	6.49		3.25
			4.50
			77.40
	1.90		3.49
	4.18		16.86
			1.99
	19.47		
			77.40
			12.70
	12.98	2.78	
	2.64		2.40
10.79			9.27
	12.98		5.49
	4.35	1.35	3.00
	1.49		3.49
	9.00		
	1.69		
11.99			77.40
		1.39	13.13
			16.00
	29.83		7.64
	6.49		
3.98	12.98		3.59
	3.75		
5.80			
	12.98		8.89
			77.40
			3.75
	4.79		15.02
			3.59
3.98		4.67	
			56.40
		1.60	

6.99

153.90

<u>Clothing - children & staff</u>	<u>Refund to parents/ Sains vouchers/ Gov.uk Civil Money claim</u>	<u>Computer</u>	<u>Childrens entertainment</u>
56.00			
29.99			
34.00			
	35.00		
		60.00	
	35.00		115.00
			17.00
			3.00
			2.50
	1053.00		
		7.71	
26.46			

100.00

30.48

630.00

35.00

216.96

345.00

102.00

245.22

78.94

18.00

53.50

55.00

172.36

15.00

64.30

2106.00

37.00

80.00
54.38

24.10
7.00
22.40
24.10

20.91

misc thank
you gifts

toys &
Equipment

5.00

4.50

1.29

2.49

5.99

15.49

15.99

Company registration number: 07326565

Charity registration number: 1137934

Little Oak Pre-School (Witney) Limited

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 July 2023

J M Russell FCA
37 Market Square
Witney
Oxfordshire
OX28 6RE

Little Oak Pre-School (Witney) Limited

Reference and Administrative Details

Trustees	C Putt S Potter R Hambidge
Charity Registration Number	1137934
Company Registration Number	07326565
Registered Office	The charity is incorporated in England and Wales. 50A Holford Road Witney Oxon OX28 5NG
Principal Office	C/o Queen Emma's Primary School Burwell Drive Witney Oxon OX28 5LP
Independent Examiner	J M Russell FCA 37 Market Square Witney Oxfordshire OX28 6RE
Bankers	Barclays Bank Plc Witney

Little Oak Pre-School (Witney) Limited

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 July 2023.

Objectives and activities

Objects and aims

The charity's broad object is to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

As a charity we offer appropriate play, education and care facilities for children aged 2+ to 4+. The children benefit by a well thought out curriculum following the Early Years Foundation Stage.

Public benefit

When planning activities for the year the trustees have been mindful of the Charity Commission's guidance on public benefit and by:

- Offering appropriate play, education and care facilities and training courses, 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;
- Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs;
- Instigating and adhering to and furthering the aims and objects of the Pre-School Learning Alliance the trustees believe that this guidance is being followed.

The children benefit by attending the pre- school and enjoying the facilities offered. Their parents can directly participate or can enjoy their ability to access work whilst the children are cared for. In the wider community the public are benefited by the improved behaviour and integration of the children into the local society and potentially through life as well grounded members of the community. By engendering in the children and their immediate families the link between the small community of the school and the local area, the general public are able to recognise and participate in the education process of future generations.

Whilst a fee is levied by the school, each family has the right to claim 15 hours of Nursery Education Funding (available to all children the term following their third birthday), as well as "Two Year Old" funding and "Extended" funding totalling 30 Hours (where entitled), per week, term time, from the County Council. Where this is not enough and the child requires further time which is unfunded, then the school will assist in researching and claiming from other sources where possible. Children with special needs are individually budgeted for within the pre-school in addition to any other special grants received for them, to ensure they have the 1:1 care that they need. Where there are cases of hardship, the school is flexible in its requests for payment and indeed in some cases will waive its fees altogether, thus ensuring that the facility is open to all.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Little Oak Pre-School (Witney) Limited

Trustees' Report

Achievements and performance

Nicola Godfrey is Pre-school Manager with primary responsibility for staff and the pre-school. Rachael Jarvie is Office Manager and is responsible for administration, payroll etc.

Again, our outdoor area was tidied and cleaned during the summer holidays and our outdoor playhouse converted to a builder's yard, complete with building bricks and hard hats. We were also lucky enough to receive a donation of a beautiful playhouse on legs from a pre-school closing down.

In December we replaced our very old and faded signage. Approaching pre-school now looks much more appealing.

It has been very hard to fundraise again this year due to the cost of living crisis but we raised a small amount from having a stall at our local primary schools summer fayre.

We plan to contact some bigger companies for grants/donations next year (eg: Persimmon Homes, Bovis), as there are new housing estates in our local area.

We were pleased to be able to use some of our EYPP (Early Years Pupil Premium) funding to offer some free lunch sessions to some of our children to help prepare for school. EYPP funding is given directly to the pre-school to help less advantaged children who will typically go on to qualify for free school meals when they attend primary school. EYPP can also be used for small group work to help with speech and language, outdoor clothing including primary school uniform and anything that helps to encourage regular attendance and improve the quality of the child's time at pre-school.

Financial review

The attached financial statements show the current state of the finances which the board consider to be acceptable.

Overall both income and expenditure were higher than the previous year.

A large amount of expenditure was due to an increase in payroll. We employed a new member of staff in December 2021, on a zero hours contract to work 1:1 with children. This was an absolute necessity due to the increased number of children with additional needs attending pre-school.

We were able to claim some funding from Oxfordshire County Council towards the wages of this new member of staff but some was paid the following financial year. The need for a 1:1 member of staff has decreased and we no longer employ this member of staff and this will reflect in wages next financial year.

We also had a high number of paid staff sick days. We will be looking into our policy of paying sick leave and taking professional advice.

Little Oak Pre-School (Witney) Limited

Trustees' Report

Policy on reserves

The trustees aim to maintain free reserves at a level equivalent to three months' salary costs. The reserves at the end of the period were in excess of this at £35,000. Due to the ageing building, some of this will be used for more maintenance work expected in the near future.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:

C Putt
S Potter
R Hambidge

Structure, governance and management

Nature of governing document

The company was incorporated on 27 July 2010 under company number 07326565 and registered as a charity at the Charity Commission on 9 September 2010 under number 1137934. The charity is known as 'Little Oak Pre-School'. The governing document is the Memorandum and Articles of Association.

Statement of Responsibilities (within Trustees Report)

The trustees (who are also the directors of Little Oak Pre-School (Witney) Limited for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and 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.


Little Oak Pre-School (Witney) Limited

Trustees' Report

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on 27/2/24 and signed on its behalf by:

S Potter
Trustee



Little Oak Pre-School (Witney) Limited

Independent Examiner's Report to the trustees of Little Oak Pre-School (Witney) Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Little Oak Pre-School (Witney) Limited as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.



J M Russell FCA

37 Market Square
Witney
Oxfordshire
OX28 6RE

Date: 1.3.2024

Little Oak Pre-School (Witney) Limited

Statement of Financial Activities for the Year Ended 31 July 2023
(Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2023 £	Total 2022 £
Income and Endowments from:				
Charitable activities	3	<u>157,471</u>	<u>157,471</u>	<u>148,135</u>
Total income		<u>157,471</u>	<u>157,471</u>	<u>148,135</u>
Expenditure on:				
Charitable activities	4	<u>(174,825)</u>	<u>(174,825)</u>	<u>(155,453)</u>
Total expenditure		<u>(174,825)</u>	<u>(174,825)</u>	<u>(155,453)</u>
Net expenditure		<u>(17,354)</u>	<u>(17,354)</u>	<u>(7,318)</u>
Net movement in funds		(17,354)	(17,354)	(7,318)
Reconciliation of funds				
Total funds brought forward		<u>66,977</u>	<u>66,977</u>	<u>74,295</u>
Total funds carried forward	12	<u><u>49,623</u></u>	<u><u>49,623</u></u>	<u><u>66,977</u></u>

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2022 is shown in note 12.

Little Oak Pre-School (Witney) Limited

(Registration number: 07326565)
Balance Sheet as at 31 July 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	9	6,822	5,307
Current assets			
Stocks		56	81
Debtors	10	638	861
Cash at bank and in hand		<u>47,089</u>	<u>65,694</u>
		47,783	66,636
Creditors: Amounts falling due within one year	11	<u>(4,982)</u>	<u>(4,966)</u>
Net current assets		<u>42,801</u>	<u>61,670</u>
Net assets		<u>49,623</u>	<u>66,977</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>49,623</u>	<u>66,977</u>
Total funds	12	<u>49,623</u>	<u>66,977</u>

For the financial year ending 31 July 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 7 to 17 were approved by the trustees, and authorised for issue on 27/7/23 and signed on their behalf by:

S Potter
Trustee

S Potter

The notes on pages 10 to 17 form an integral part of these financial statements.

Little Oak Pre-School (Witney) Limited

Statement of Cash Flows for the Year Ended 31 July 2023

	Note	2023 £	2022 £
Cash flows from operating activities			
Net cash expenditure		(17,354)	(7,318)
Adjustments to cash flows from non-cash items			
Depreciation		<u>1,204</u>	<u>3,355</u>
		(16,150)	(3,963)
Working capital adjustments			
Decrease in stocks		25	-
Decrease/(increase) in debtors	10	223	(236)
Increase in creditors	11	<u>16</u>	<u>681</u>
Net cash flows from operating activities		(15,886)	(3,518)
Cash flows from investing activities			
Purchase of tangible fixed assets	9	<u>(2,719)</u>	<u>(1,038)</u>
Net decrease in cash and cash equivalents		(18,605)	(4,556)
Cash and cash equivalents at 1 August		<u>65,694</u>	<u>70,250</u>
Cash and cash equivalents at 31 July		<u><u>47,089</u></u>	<u><u>65,694</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 10 to 17 form an integral part of these financial statements.

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2023

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

50A Holford Road

Witney

Oxon

OX28 5NG

The principal place of business is:

C/o Queen Emma's Primary School

Burwell Drive

Witney

Oxon

OX28 5LP

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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) (effective 1 January 2019 - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Little Oak Pre-School (Witney) Limited meets the definition of a public benefit 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.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2023

Incoming resources

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract or where entitlement to grant funding is subject to specific performance conditions. Grant income included in the category provides funding to support programme activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Portacabin	over 12 years
Fixtures and fittings	15% reducing balance basis

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2023

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Items donated for resale or distribution are not included in the financial statements until they are sold or distributed

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Short term trade creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and subsequently at amortised cost.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Pensions and other post retirement obligations

A defined contribution plan is a pension plan under which fixed contributions are paid into a pension fund and the company has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised as an employee benefit expense when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment. All pension costs are included in unrestricted expenditure.

3 Income from charitable activities

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2023

	Unrestricted funds General £	Total funds £
	<u>157,471</u>	<u>157,471</u>
Total for 2023	<u>157,471</u>	<u>157,471</u>
Total for 2022	<u>148,135</u>	<u>148,135</u>

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2023

4 Total resources expended

	Unrestricted		Total 2023 £	Total 2022 £
	Charitable Activities £	Governance £		
Wages and salaries	137,117	-	137,117	115,450
Staff NIC (Employers)	3,130	-	3,130	2,167
Staff pensions (Defined contribution)	2,382	-	2,382	1,944
Establishment costs	5,146	-	5,146	4,205
Repairs and maintenance	5,380	-	5,380	5,982
Office expenses	2,325	-	2,325	2,341
Printing, postage and stationary	860	-	860	1,337
Subscriptions and donations	1,006	-	1,006	848
Pre-School Consumables	6,466	-	6,466	5,095
Pre-School Refreshments	1,324	-	1,324	1,189
Sundry expenses	293	-	293	2,446
Staff Welfare and Refreshments	1,190	-	1,190	535
Childrens' Entertainment and Workshops	347	-	347	1,052
Cleaning	648	-	648	324
Independent examiner's fee	-	1,800	1,800	1,725
Payroll costs	3,871	-	3,871	3,832
Bank charges	117	-	117	107
Depreciation, amortisation and other similar costs	1,204	-	1,204	3,355
Repairs and renewals	-	-	-	10
Bad debts written off	-	-	-	7
Bank interest receivable	(2)	-	(2)	(1)
Staff training	221	-	221	1,503
	<u>173,025</u>	<u>1,800</u>	<u>174,825</u>	<u>155,453</u>

5 Net incoming/outgoing resources

Net outgoing resources for the year include:

	2023 £	2022 £
Depreciation of fixed assets	<u>1,204</u>	<u>3,355</u>

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2023

6 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

R Hambidge

£39 (2022: £Nil) of expenses were reimbursed to R Hambidge during the year.

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any other benefits from the charity during the year.

Donations made by the trustees without any conditions attached totalled £14 for the year (2022 - £Nil).

7 Staff costs and numbers

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2023 No	2022 No
Charitable activities	<u>11</u>	<u>10</u>

No employee received emoluments of more than £60,000 during the year.

8 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2023

9 Tangible fixed assets

	Portacabin £	Fixtures, fittings and equipment £	Total £
Cost			
At 1 August 2022	29,133	23,135	52,268
Additions	-	2,719	2,719
	<hr/>	<hr/>	<hr/>
At 31 July 2023	29,133	25,854	54,987
	<hr/>	<hr/>	<hr/>
Depreciation			
At 1 August 2022	29,133	17,828	46,961
Charge for the year	-	1,204	1,204
	<hr/>	<hr/>	<hr/>
At 31 July 2023	29,133	19,032	48,165
	<hr/>	<hr/>	<hr/>
Net book value			
At 31 July 2023	-	6,822	6,822
	<hr/>	<hr/>	<hr/>
At 31 July 2022	-	5,307	5,307
	<hr/>	<hr/>	<hr/>

10 Debtors

	2023 £	2022 £
Trade debtors	637	860
Other debtors	1	1
	<hr/>	<hr/>
	638	861
	<hr/>	<hr/>

11 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	1,236	1,031
Accruals	3,746	3,935
	<hr/>	<hr/>
	4,982	4,966
	<hr/>	<hr/>

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2023

12 Funds

	Balance at 1 August 2022 £	Incoming resources £	Resources expended £	Balance at 31 July 2023 £
Unrestricted funds				
General	<u>66,977</u>	<u>157,471</u>	<u>(174,825)</u>	<u>49,623</u>
	Balance at 1 August 2021 £	Incoming resources £	Resources expended £	Balance at 31 July 2022 £
Unrestricted funds				
General	<u>74,295</u>	<u>148,135</u>	<u>(155,453)</u>	<u>66,977</u>

13 Related party transactions

14 Analysis of net assets between funds

	Unrestricted General £	Total funds £
Tangible fixed assets	6,822	6,822
Current assets	47,783	47,783
Current liabilities	<u>(4,982)</u>	<u>(4,982)</u>
Total net assets	<u>49,623</u>	<u>49,623</u>
	Unrestricted funds General £	Total funds at 31 July 2022 £
Tangible fixed assets	5,307	5,307
Current assets	66,636	66,636
Current liabilities	<u>(4,966)</u>	<u>(4,966)</u>
Total net assets	<u>66,977</u>	<u>66,977</u>

LITTLE OAK PRE-SCHOOL (WITNEY) LIMITED

England & Wales - Charity number 1137934

Accounts

Company registration number: 07326565

Charity registration number: 1137934

Little Oak Pre-School (Witney) Limited

(A company limited by share capital)

Annual Report and Financial Statements

for the Year Ended 31 July 2022

J M Russell FCA
37 Market Square
Witney
Oxfordshire
OX28 6RE

Little Oak Pre-School (Witney) Limited

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Little Oak Pre-School (Witney) Limited

Reference and Administrative Details

Trustees	C Putt S Potter R Hambidge
Charity Registration Number	1137934
Company Registration Number	07326565
Registered Office	The charity is incorporated in England and Wales. 50A Holford Road Witney Oxon OX28 5NG
Principal Office	C/o Queen Emma's Primary School Burwell Drive Witney Oxon OX28 5LP
Independent Examiner	J M Russell FCA 37 Market Square Witney Oxfordshire OX28 6RE
Bankers	Barclays Bank Plc Witney

Little Oak Pre-School (Witney) Limited

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 July 2022.

Objectives and activities

Objects and aims

The charity's broad object is to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

As a charity we offer appropriate play, education and care facilities for children aged 2+ to 4+. The children benefit by a well thought out curriculum following the Early Years Foundation Stage.

Public benefit

When planning activities for the year the trustees have been mindful of the Charity Commission's guidance on public benefit and by:

- Offering appropriate play, education and care facilities and training courses, 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;
- Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs;
- Instigating and adhering to and furthering the aims and objects of the Pre-School Learning Alliance the trustees believe that this guidance is being followed.

The children benefit by attending the pre- school and enjoying the facilities offered. Their parents can directly participate or can enjoy their ability to access work whilst the children are cared for. In the wider community the public are benefited by the improved behaviour and integration of the children into the local society and potentially through life as well grounded members of the community. By engendering in the children and their immediate families the link between the small community of the school and the local area, the general public are able to recognise and participate in the education process of future generations.

Whilst a fee is levied by the school, each family has the right to claim 15 hours of Nursery Education Funding (available to all children the term following their third birthday), as well as "Two Year Old" funding and "Extended" funding totalling 30 Hours (where entitled), per week, term time, from the County Council. Where this is not enough and the child requires further time which is unfunded, then the school will assist in researching and claiming from other sources where possible. Children with special needs are individually budgeted for within the pre-school in addition to any other special grants received for them, to ensure they have the 1:1 care that they need. Where there are cases of hardship, the school is flexible in its requests for payment and indeed in some cases will waive its fees altogether, thus ensuring that the facility is open to all.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Little Oak Pre-School (Witney) Limited

Trustees' Report

Achievements and performance

Nicola Godfrey is Pre-school Manager with primary responsibility for staff and the pre-school. Rachael Jarvie is Office Manager and is responsible for administration, payroll etc.

The outdoor area was tidied and cleaned. We were lucky enough to receive some good quality furniture donated from another pre-school. The panels to the rear of the building were inspected and no defects found. The windows required sealing externally and we were lucky enough to have this done for free.

Covid still impacted face to face fundraising, although we are planning to bring this back next year (22-23).

We were pleased to be able to use some of our EYPP (Early Years Pupil Premium) funding to offer some free lunch sessions to four of our children, as well as offering a lunch and afternoon session to one pupil allowing them to attend all day and helping the child and family prepare for primary school. EYPP funding is given directly to the pre-school to help less advantaged children who will typically go on to qualify for free school meals when they attend primary school. EYPP can also be used for small group work to help with speech and language, outdoor clothing including primary school uniform and anything that helps to encourage regular attendance and improve the quality of the child's time at pre-school.

Financial review

The attached financial statements show the current state of the finances which the board consider to be acceptable.

Overall both income and expenditure were higher than the previous year. A large amount of expenditure was due to an increase in payroll. We employed a new member of staff in December 2021, on a zero hours contract to work 1:1 with children. This is an absolute necessity due to the increased number of children with additional needs attending pre-school. We will be claiming some funding from Oxfordshire County Council towards the wages of this new member of staff but the procedure is slow and we are unlikely to see any funding until September/October 2022.

Cleaning costs have increased although management are still trying to ensure best value for money. It was decided to employ a cleaner in April 2022, as pre-school was much busier and staff were struggling to clean during the working day.

Policy on reserves

The trustees aim to maintain free reserves at a level equivalent to three months' salary costs. The reserves at the end of the period were in excess of this at £67,000. Due to the ageing building, some of this will be used for more maintenance work expected in the near future.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:
C Putt
S Potter
R Hambidge

Little Oak Pre-School (Witney) Limited

Trustees' Report

Structure, governance and management

Nature of governing document

The company was incorporated on 27 July 2010 under company number 07326565 and registered as a charity at the Charity Commission on 9 September 2010 under number 1137934. The charity is known as 'Little Oak Pre-School'. The governing document is the Memorandum and Articles of Association.

Statement of Responsibilities (within Trustees Report)

The trustees (who are also the directors of Little Oak Pre-School (Witney) Limited for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and 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 on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on 20.12.23 and signed on its behalf by:

..... S Potter
S Potter
Trustee

Little Oak Pre-School (Witney) Limited

Independent Examiner's Report to the trustees of Little Oak Pre-School (Witney) Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Little Oak Pre-School (Witney) Limited as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.



J M Russell FCA

37 Market Square
Witney
Oxfordshire
OX28 6RE

Date: 17.03.2023

Little Oak Pre-School (Witney) Limited

Statement of Financial Activities for the Year Ended 31 July 2022
(Including Income and Expenditure Account and Statement of Total Recognised
Gains and Losses)

	Note	Unrestricted funds £	Total 2022 £	Total 2021 £
Income and Endowments from:				
Charitable activities	3	<u>148,135</u>	<u>148,135</u>	<u>128,374</u>
Total income		<u>148,135</u>	<u>148,135</u>	<u>128,374</u>
Expenditure on:				
Charitable activities	4	<u>(155,453)</u>	<u>(155,453)</u>	<u>(129,334)</u>
Total expenditure		<u>(155,453)</u>	<u>(155,453)</u>	<u>(129,334)</u>
Net expenditure		<u>(7,318)</u>	<u>(7,318)</u>	<u>(960)</u>
Net movement in funds		(7,318)	(7,318)	(960)
Reconciliation of funds				
Total funds brought forward		<u>74,295</u>	<u>74,295</u>	<u>75,255</u>
Total funds carried forward	12	<u><u>66,977</u></u>	<u><u>66,977</u></u>	<u><u>74,295</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2021 is shown in note 12.

The notes on pages 9 to 15 form an integral part of these financial statements.

Little Oak Pre-School (Witney) Limited

(Registration number: 07326565)
Balance Sheet as at 31 July 2022


	Note	2022 £	2021 £
Fixed assets			
Tangible assets	9	5,307	7,624
Current assets			
Stocks		81	81
Debtors	10	861	625
Cash at bank and in hand		<u>65,694</u>	<u>70,250</u>
		66,636	70,956
Creditors: Amounts falling due within one year	11	<u>(4,966)</u>	<u>(4,285)</u>
Net current assets		<u>61,670</u>	<u>66,671</u>
Net assets		<u>66,977</u>	<u>74,295</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>66,977</u>	<u>74,295</u>
Total funds	12	<u>66,977</u>	<u>74,295</u>

For the financial year ending 31 July 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 6 to 15 were approved by the trustees, and authorised for issue on ~~20.2.23~~ and signed on their behalf by:


.....
S Potter
Trustee

Little Oak Pre-School (Witney) Limited

Statement of Cash Flows for the Year Ended 31 July 2022

	Note	2022 £	2021 £
Cash flows from operating activities			
Net cash expenditure		(7,318)	(960)
Adjustments to cash flows from non-cash items			
Depreciation		<u>3,355</u>	<u>3,347</u>
		(3,963)	2,387
Working capital adjustments			
(Increase)/decrease in debtors	10	(236)	1,277
Increase in creditors	11	<u>681</u>	<u>674</u>
Net cash flows from operating activities		(3,518)	4,338
Cash flows from investing activities			
Purchase of tangible fixed assets	9	<u>(1,038)</u>	<u>-</u>
Net (decrease)/increase in cash and cash equivalents		(4,556)	4,338
Cash and cash equivalents at 1 August		<u>70,250</u>	<u>65,912</u>
Cash and cash equivalents at 31 July		<u><u>65,694</u></u>	<u><u>70,250</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 9 to 15 form an integral part of these financial statements.

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2022

1 Charity status

The charity is limited by share capital, incorporated in England and Wales.

The address of its registered office is:

50A Holford Road
Witney
Oxon
OX28 5NG

The principal place of business is:

C/o Queen Emma's Primary School
Burwell Drive
Witney
Oxon
OX28 5LP

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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) (effective 1 January 2019 - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Little Oak Pre-School (Witney) Limited meets the definition of a public benefit 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.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Incoming resources

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract or where entitlement to grant funding is subject to specific performance conditions. Grant income included in the category provides funding to support programme activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2022

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Portacabin	over 12 years
Fixtures and fittings	15% reducing balance basis

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Items donated for resale or distribution are not included in the financial statements until they are sold or distributed

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2022

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

3 Income from charitable activities

	Unrestricted funds General £	Total funds £
	148,135	148,135
Total for 2022	148,135	148,135
Total for 2021	128,374	128,374

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2022

4 Total resources expended

	Unrestricted		Total 2022 £	Total 2021 £
	Charitable Activities £	Governance £		
Wages and salaries	115,450	-	115,450	94,646
Staff NIC (Employers)	2,167	-	2,167	717
Staff pensions (Defined contribution)	1,944	-	1,944	1,569
Establishment costs	4,205	-	4,205	6,622
Repairs and maintenance	5,982	-	5,982	4,477
Office expenses	2,341	-	2,341	2,955
Printing, postage and stationary	1,337	-	1,337	1,663
Subscriptions and donations	848	-	848	811
Pre-School Consumables	5,095	-	5,095	3,953
Pre-School Refreshments	1,189	-	1,189	842
Sundry expenses	2,446	-	2,446	1,092
Staff Welfare and Refreshments	535	-	535	636
Childrens' Entertainment and Workshops	1,052	-	1,052	335
Cleaning	324	-	324	264
Independent examiner's fee	-	1,725	1,725	1,425
Payroll costs	3,832	-	3,832	3,090
Bank charges	107	-	107	90
Depreciation, amortisation and other similar costs	3,355	-	3,355	3,346
Repairs and renewals	10	-	10	-
Bad debts written off	7	-	7	253
Bank interest receivable	(1)	-	(1)	(56)
Staff training	1,503	-	1,503	604
	<u>153,728</u>	<u>1,725</u>	<u>155,453</u>	<u>129,334</u>

5 Net incoming/outgoing resources

Net outgoing resources for the year include:

	2022 £	2021 £
Depreciation of fixed assets	<u>3,355</u>	<u>3,346</u>

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2022

6 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

7 Staff costs and numbers

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2022 No	2021 No
Charitable activities	<u>10</u>	<u>11</u>

No employee received emoluments of more than £60,000 during the year.

8 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2022

9 Tangible fixed assets

	Portacabin £	Fixtures, fittings and equipment £	Total £
Cost			
At 1 August 2021	29,133	22,097	51,230
Additions	-	1,038	1,038
At 31 July 2022	<u>29,133</u>	<u>23,135</u>	<u>52,268</u>
Depreciation			
At 1 August 2021	26,714	16,892	43,606
Charge for the year	2,419	936	3,355
At 31 July 2022	<u>29,133</u>	<u>17,828</u>	<u>46,961</u>
Net book value			
At 31 July 2022	<u>-</u>	<u>5,307</u>	<u>5,307</u>
At 31 July 2021	<u>2,419</u>	<u>5,205</u>	<u>7,624</u>

10 Debtors

	2022 £	2021 £
Trade debtors	860	500
Prepayments	-	125
Other debtors	1	-
	<u>861</u>	<u>625</u>

11 Creditors: amounts falling due within one year

	2022 £	2021 £
Other taxation and social security	1,031	984
Accruals	3,935	3,301
	<u>4,966</u>	<u>4,285</u>

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2022

12 Funds

	Balance at 1 August 2021 £	Incoming resources £	Resources expended £	Balance at 31 July 2022 £
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Unrestricted funds

General	<u>74,295</u>	<u>148,135</u>	<u>(155,453)</u>	<u>66,977</u>
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	Balance at 1 August 2020 £	Incoming resources £	Resources expended £	Balance at 31 July 2021 £
--	----------------------------------	----------------------------	----------------------------	---------------------------------

Unrestricted funds

General	<u>75,255</u>	<u>128,374</u>	<u>(129,334)</u>	<u>74,295</u>
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13 Analysis of net assets between funds

	Unrestricted General £	Total funds £
Tangible fixed assets	5,307	5,307
Current assets	66,636	66,636
Current liabilities	<u>(4,966)</u>	<u>(4,966)</u>
Total net assets	<u>66,977</u>	<u>66,977</u>

	Unrestricted funds General £	Total funds at 31 July 2021 £
Tangible fixed assets	7,624	7,624
Current assets	70,956	70,956
Current liabilities	<u>(4,285)</u>	<u>(4,285)</u>
Total net assets	<u>74,295</u>	<u>74,295</u>

LITTLE OAK PRE-SCHOOL (WITNEY) LIMITED

England & Wales - Charity number 1137934

Accounts

Company registration number: 07326565

Charity registration number: 1137934

Little Oak Pre-School (Witney) Limited

(A company limited by share capital)

Annual Report and Financial Statements

for the Year Ended 31 July 2021

J M Russell FCA
37 Market Square
Witney
Oxfordshire
OX28 6RE

Little Oak Pre-School (Witney) Limited

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Reference and Administrative Details

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Charity Registration Number	1137934
Company Registration Number	07326565
Registered Office	The charity is incorporated in England and Wales. 50A Holford Road Witney Oxon OX28 5NG
Principal Office	C/o Queen Emma's Primary School Burwell Drive Witney Oxon OX28 5LP
Independent Examiner	J M Russell FCA 37 Market Square Witney Oxfordshire OX28 6RE
Bankers	Barclays Bank Plc Witney

Little Oak Pre-School (Witney) Limited

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 July 2021.

Objectives and activities

Objects and aims

The charity's broad object is to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

As a charity we offer appropriate play, education and care facilities for children aged 2+ to 4+. The children benefit by a well thought out curriculum following the Early Years Foundation Stage.

Public benefit

When planning activities for the year the trustees have been mindful of the Charity Commission's guidance on public benefit and by:

- Offering appropriate play, education and care facilities and training courses, 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;
- Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs;
- Instigating and adhering to and furthering the aims and objects of the Pre-School Learning Alliance the trustees believe that this guidance is being followed.

The children benefit by attending the school and enjoying the facilities offered. Their parents can directly participate or can enjoy their ability to access work whilst the children are cared for. In the wider community the public are benefited by the improved behaviour and integration of the children into the local society and potentially through life as well grounded members of the community. By engendering in the children and their immediate families the link between the small community of the school and the local area, the general public are able to recognise and participate in the education process of future generations.

Whilst a fee is levied by the school, each family has the right to claim 15 hours of Nursery Education Funding (available to all children the term following their third birthday), as well as "Two Year Old" funding and "Extended" funding totalling 30 Hours (where entitled), per week, term time, from the County Council. Where this is not enough and the child requires further time which is unfunded, then the school will assist in researching and claiming from other sources where possible. Children with special needs are individually budgeted for within the pre-school in addition to any other special grants received for them, to ensure they have the 1:1 care that they need. Where there are cases of hardship, the school is flexible in its requests for payment and indeed in some cases will waive its fees altogether, thus ensuring that the facility is open to all.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Little Oak Pre-School (Witney) Limited

Trustees' Report

Achievements and performance

Marlene Curtis resigned as Pre-school Manager December 2020. Existing employees Nicola Godfrey and Rachael Jarvie accepted joint management from 1 January 2021. Nicola Godfrey is Pre-school Manager with primary responsibility for staff and the pre-school. Rachael Jarvie is Office Manager and is responsible for administration, payroll etc.

This year we have seen a decrease in grant funding and an increase in fees paid by parents/carers. The year started with a large number of children with "two year old" funding but finished with only a few.

There has been no fundraising at all this year due to covid restrictions as most of our fundraising is "face to face" and also due to concern for the welfare of our families on low income.

We will be improving the outdoor area during the summer holidays - some staff have offered their time for free. The building needs some attention and our next project is to replace some panels to the rear of the building and form up some window frames. Quotes to be obtained September 2021.

The inside space has been reorganised to allow "bubbles" when they were required and the changes kept as they much improved the useable space indoors.

We were pleased to be able to use some of our EYPP (Early Years Pupil Premium) funding to offer some free sessions to four of our children. This allowed some children to have longer days and some to have lunch sessions in preparation for when they attend primary school.

Financial review

The attached financial statements show the current state of the finances which the board consider to be acceptable.

Overall income was higher than the previous year and direct expenditure lower.

Cleaning costs have decreased too as management are still ensuring best value for money. It was anticipated that staff costs would increase slightly this year with more training courses booked but costs have actually decreased again. This is mainly due to management carefully considering staff numbers required. Daily cleaning has also been undertaken by staff during covid with no "cleaner" employed. Pre-school will open September 2021 with a very healthy number of children and employment of a cleaner will have to be considered.

Policy on reserves

The trustees aim to maintain free reserves at a level equivalent to three months' salary costs. The reserves at the end of the period were in excess of this at £74,000. Due to the ageing building, some of this will be used for more maintenance work expected in the near future.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:

C Putt

S Potter

R Hambidge (appointed 1 December 2020)

Little Oak Pre-School (Witney) Limited

Trustees' Report

Structure, governance and management

Nature of governing document

The company was incorporated on 27 July 2010 under company number 07326565 and registered as a charity at the Charity Commission on 9 September 2010 under number 1137934. The charity is known as 'Little Oak Pre-School'. The governing document is the Memorandum and Articles of Association.

Statement of Trustees' Responsibilities

The trustees (who are also the directors of Little Oak Pre-School (Witney) Limited for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and 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 annual report was approved by the trustees of the charity on 18-1-22 and signed on its behalf by:

S Potter

S Potter
Trustee

Little Oak Pre-School (Witney) Limited

Independent Examiner's Report to the trustees of Little Oak Pre-School (Witney) Limited ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of Little Oak Pre-School (Witney) Limited are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Little Oak Pre-School (Witney) Limited as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.


J M Russell FCA

37 Market Square
Witney
Oxfordshire
OX28 6RE

Date: 19.1.22

Little Oak Pre-School (Witney) Limited

Statement of Financial Activities for the Year Ended 31 July 2021
(Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2021 £	Total 2020 £
Income and Endowments from:				
Charitable activities	3	<u>128,374</u>	<u>128,374</u>	<u>125,088</u>
Total income		<u>128,374</u>	<u>128,374</u>	<u>125,088</u>
Expenditure on:				
Charitable activities	4	<u>(129,334)</u>	<u>(129,334)</u>	<u>(111,556)</u>
Total expenditure		<u>(129,334)</u>	<u>(129,334)</u>	<u>(111,556)</u>
Net (expenditure)/income		<u>(960)</u>	<u>(960)</u>	<u>13,532</u>
Net movement in funds		(960)	(960)	13,532
Reconciliation of funds				
Total funds brought forward		<u>75,255</u>	<u>75,255</u>	<u>61,722</u>
Total funds carried forward	12	<u><u>74,295</u></u>	<u><u>74,295</u></u>	<u><u>75,254</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2020 is shown in note 12.

The notes on pages 8 to 14 form an integral part of these financial statements.

Little Oak Pre-School (Witney) Limited

(Registration number: 07326565)
Balance Sheet as at 31 July 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	9	7,624	10,971
Current assets			
Stocks		81	80
Debtors	10	625	1,902
Cash at bank and in hand		<u>70,250</u>	<u>65,912</u>
		70,956	67,894
Creditors: Amounts falling due within one year	11	<u>(4,285)</u>	<u>(3,611)</u>
Net current assets		<u>66,671</u>	<u>64,283</u>
Net assets		<u>74,295</u>	<u>75,254</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>74,295</u>	<u>75,254</u>
Total funds	12	<u>74,295</u>	<u>75,254</u>

For the financial year ending 31 July 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 6 to 14 were approved by the trustees, and authorised for issue on 18-1-22 and signed on their behalf by:



S Potter
Trustee

The notes on pages 8 to 14 form an integral part of these financial statements.

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2021

1 Charity status

The charity is limited by share capital, incorporated in England and Wales.

The address of its registered office is:

50A Holford Road
Witney
Oxon
OX28 5NG

The principal place of business is:

C/o Queen Emma's Primary School
Burwell Drive
Witney
Oxon
OX28 5LP

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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) (effective 1 January 2019 - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Little Oak Pre-School (Witney) Limited meets the definition of a public benefit 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.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2021

Incoming resources

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract or where entitlement to grant funding is subject to specific performance conditions. Grant income included in the category provides funding to support programme activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Portacabin	over 12 years
Fixtures and fittings	15% reducing balance basis

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2021

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Items donated for resale or distribution are not included in the financial statements until they are sold or distributed

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

3 Income from charitable activities

	Unrestricted funds General £	Total funds £
	<u>128,374</u>	<u>128,374</u>
Total for 2021	<u>128,374</u>	<u>128,374</u>
Total for 2020	<u>125,088</u>	<u>125,088</u>

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2021

4 Total resources expended

	Unrestricted		Total 2021 £	Total 2020 £
	Charitable Activities £	Governance £		
Wages and salaries	94,646	-	94,646	96,673
Staff NIC (Employers)	717	-	717	1,646
Staff pensions (Defined contribution)	1,569	-	1,569	1,436
Establishment costs	6,622	-	6,622	3,034
Repairs and maintenance	4,477	-	4,477	2,046
Office expenses	2,955	-	2,955	2,824
Printing, postage and stationary	1,663	-	1,663	1,943
Subscriptions and donations	811	-	811	621
Pre-School Consumables	3,953	-	3,953	1,072
Pre-School Refreshments	842	-	842	797
Sundry expenses	1,092	-	1,092	190
Staff Welfare and Refreshments	636	-	636	477
Childrens' Entertainment and Workshops	335	-	335	291
Cleaning	264	-	264	354
Independent examiner's fee	-	1,425	1,425	1,353
Payroll costs	3,090	-	3,090	3,022
Bank charges	90	-	90	129
Depreciation, amortisation and other similar costs	3,346	-	3,346	3,509
Small Business Grant	-	-	-	(10,000)
Bad debts written off	253	-	253	-
Bank interest receivable	(56)	-	(56)	-
Staff training	604	-	604	139
	<u>127,909</u>	<u>1,425</u>	<u>129,334</u>	<u>111,556</u>

5 Net incoming/outgoing resources

Net (outgoing)/incoming resources for the year include:

	2021 £	2020 £
Depreciation of fixed assets	<u>3,346</u>	<u>3,509</u>

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2021

6 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

7 Staff costs and numbers

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2021 No	2020 No
Charitable activities	<u>11</u>	<u>11</u>

No employee received emoluments of more than £60,000 during the year.

8 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2021

9 Tangible fixed assets

	Portacabin £	Fixtures, fittings and equipment £	Total £
Cost			
At 1 August 2020	<u>29,133</u>	<u>22,097</u>	<u>51,230</u>
At 31 July 2021	<u>29,133</u>	<u>22,097</u>	<u>51,230</u>
Depreciation			
At 1 August 2020	24,286	15,973	40,259
Charge for the year	<u>2,428</u>	<u>919</u>	<u>3,347</u>
At 31 July 2021	<u>26,714</u>	<u>16,892</u>	<u>43,606</u>
Net book value			
At 31 July 2021	<u>2,419</u>	<u>5,205</u>	<u>7,624</u>
At 31 July 2020	<u>4,847</u>	<u>6,124</u>	<u>10,971</u>

10 Debtors

	2021 £	2020 £
Trade debtors	500	227
Prepayments	125	-
Other debtors	<u>-</u>	<u>1,675</u>
	<u>625</u>	<u>1,902</u>

11 Creditors: amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	984	-
Other creditors	-	1,060
Accruals	<u>3,301</u>	<u>2,551</u>
	<u>4,285</u>	<u>3,611</u>

Little Oak Pre-School (Witney) Limited

Notes to the Financial Statements for the Year Ended 31 July 2021

12 Funds

	Balance at 1 August 2020 £	Incoming resources £	Resources expended £	Balance at 31 July 2021 £
Unrestricted funds				
General	<u>75,255</u>	<u>128,374</u>	<u>(129,334)</u>	<u>74,295</u>

	Balance at 1 August 2019 £	Incoming resources £	Resources expended £	Balance at 31 July 2020 £
Unrestricted funds				
General	<u>61,722</u>	<u>125,088</u>	<u>(111,556)</u>	<u>75,254</u>

13 Analysis of net assets between funds

	Unrestricted General £	Total funds £
Tangible fixed assets	7,624	7,624
Current assets	70,956	70,956
Current liabilities	<u>(4,285)</u>	<u>(4,285)</u>
Total net assets	<u>74,295</u>	<u>74,295</u>

	Unrestricted funds General £	Total funds at 31 July 2020 £
Tangible fixed assets	10,971	10,971
Current assets	67,894	67,894
Current liabilities	<u>(3,611)</u>	<u>(3,611)</u>
Total net assets	<u>75,254</u>	<u>75,254</u>