

Company Registration Number - 06998560

The Charity Registration Number is :- 1138317

Roselands Pre School Highamwood Limited

Report and Accounts

31 August 2021

Roselands Pre School Highamwood Limited

Report and accounts for the year ended 31 August 2021

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Roselands Pre School Highamwood Limited

Company Registration Number - 06998560

Trustees' Annual Report for the year ended 31 August 2021

The Trustees present their Report and Accounts for the year ended 31 August 2021, which also comprises the Directors' Report required by the Companies Act 2006.

Reference and administrative details

The charity name.

The legal name of the charity is:- Roselands Pre School Highamwood Limited.

The charity is also known by its operating name, Roselands Pre-School.

The charity's areas operation and UK charitable registration.

The charity is registered in England & Wales with the Charity Commission in England & Wales (CCEW) with charity number 1138317.

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The charity does not operate in any overseas jurisdictions.

Legal structure of the charity

The charity is constituted as a company limited by guarantee, registered under the Companies Acts . The governing document of the charity is the Memorandum and Articles of Association establishing the company under company legislation.

The governing document is dated 24 August 2009

There are no restrictions in the governing documents on the operation of the Charity or on its investment powers other than those imposed by Charity Law.

By operation of law all, trustees are directors under the Companies Act 2006 and all directors are trustees under Charities legislation and have responsibilities, as such, under both company and charity legislation.

The trustees are all individuals.

The principal operating address, telephone number, email and web addresses of the charity are:-

Roselands Pre-School
Woodlands School Grounds, Higham School Road, Tonbridge
Kent, TN10 4BB
Telephone 01732 368580
Email Address roselandsoffice@btconnect.com
Web address roselandspre-schoolhighamwood.vpweb.co.uk

The registered office of the charity for Companies Act purposes is the same as the operating address shown above.

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Trustees' Annual Report for the year ended 31 August 2021

The Trustees in office on the date the report was approved were:-

Office	Name	Appointed	Resigned
Chair	Amy Barry	17th January 2019	
Co-Chair	Abbie Blackman	17th January 2019	September 2020
Secretary	Claire Phipps	27th April 2017	
Treasurer	Amy Barry	31st March 2020	September 2020
Treasurer	Louise Mitchell	September 2020	

The following persons served as Trustees during the year ended 31 August 2021 :-

The trustees who served as a trustee in the reporting period were as shown above, and there were no changes during the year, or in the period between the year end and the approval of the accounts.

Trustee	Rebecca Herbert
Trustee	Jo Winter
Trustee	Emma Dunlop
Trustee	Jennifer Wright
Trustee	Elizabeth Grey
Trustee	Marie Tomkins
Trustee	Katie Hollands

All the trustees are also members of the charity.

Objects and activities of the charity

The purposes of the charity as set out in its governing document.

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

The staff and committee follow a set of policies to enable the Pre-school to achieve its overall aim of making children feel safe and happy in the absence of their parents, providing individual and group activities for pre-school children and ensuring a smooth transfer to school. Our policies are updated annually to ensure they are always relevant to the setting and services.

Covid-19 risk assessments and new cleaning procedures are being regularly reviewed by the management team.

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The main activities undertaken in relation to those purposes during the year and to further the charity's purpose for the public benefit, and how the activities undertaken contributed to the achievement of the aims and objectives.

The Pre-school works closely with parents/carers in all aspects of its activities. The newsletter continues to keep parents in touch with the group news and information. Parents are invited to contribute to the newsletter. There are notice boards on display with information and dates for parents. These boards also display the stories read and group activities completed with the children during the day.

There have been continued links with Woodlands Infant School. The older children enjoyed several sessions at the school prior to the end of the Summer term. This helps ensure that the transition from Pre-school to infant school is as smooth as possible and a happy one for both children and parents alike.

The trustees have had regard to the Charity Commission's guidance on public benefit in managing the activities of the charity.

The contribution of volunteers during the year.

The trustees donated their time to oversee the management of the preschool and to raise funds for activities and additional resources.

Fundraising activities during the year.

The charity relies on grant aid from the donors identified in the accounts, whose support is valued. Additional funds raised from events held in the year included

Event	£
Xmas Fayre	£702.00
Xmas Party	£481.00
Spring Fayre	£735.00
Obstacle Course	£2,965.00

The degree to which the achievements and performance during the year have benefited wider society.

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Company's vision and objectives and in planning future activities. In particular the Trustees consider how planned activities and the management of resources will provide maximum 'benefit'.

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Trustees' Annual Report for the year ended 31 August 2021

Structure, governance and management of the charity

The methods used to recruit and appoint new charity trustees.

The Trustees are elected each year in accordance with the Pre-School Learning Alliance Constitution, at an Annual General Meeting.

The charity's organisational structure.

The charities internal organisational structure is run by Mrs Lisa Marchant the Preschool Manager, Mrs Elizabeth Frith the Office Manager and Mrs Faye Rockell the Deputy Manager.

There are also 17 other members of staff who cover morning and afternoon sessions on a daily basis.

The management team oversee the running of the Preschool to ensure there is always the correct ratio of staff to children at every session, in accordance with Ofsted guidelines.

The Management team and the Trustees form a key working relationship to ensure the Preschool follows all relevant procedures and policies

Financial review

The charity's financial position at the end of the year ended 31 August 2021

The financial position of the charity at 31 August 2021 and comparatives for the prior period, as more fully detailed in the accounts, can be summarised as follows:-

	2021	2020
	£	£
Net income	14,750	(14,460)
Unrestricted Revenue Funds available for the general purposes of the charity	89,531	74,781
Designated Fixed Asset Funds	243,732	243,732
Total Unrestricted Funds	333,263	318,513
Total Funds	333,263	318,513

Roselands Pre School Highamwood Limited

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Trustees' Annual Report for the year ended 31 August 2021

Financial review of the position at the reporting date, 31 August 2021 .

The Covid-19 pandemic has directly affected Roselands Preschool we are going through the second financial year since the pandemic started. This year we have been able to open and haven't been required to reduce numbers into bubbles.

Parents have been cautious about sending their children in at the beginning of the academic year. Children and staff have been required to isolate but due to lower numbers in attendance we haven't had to shut or reduce our capacity at present.

This year we welcomed back several fundraising events once social distancing measures allowed. These events were well supported by families in their attendance and donations. These additional funds allow us to purchase larger pieces of play equipment.

Our AGM and other Meetings this year have been held in person socially distanced with the additional options for zoom attendees too. The management team and staff have continued to have socially distance meetings within the preschool setting.

As parents are being hit financially by the pandemic and the rapid rising cost of living we have seen a reduction in the private funded hours being taken up by parents when children are 2.5 years.

To increase funding take up we are now open to the full 30 hour funding and Free for Twos which we are happy to accept with another setting or childminder. This year we have also introduced an early morning drop off club which we have seen a small uptake in.

Admission Procedure - Parents are now asked what age they would like their child to start, and a start date is given once an application form is submitted. If a parent does not take up their chosen hours there is a non-refundable holding fee to keep their chosen hours or if the parent does not wish to pay the hours are offered to other children on the waiting list and they will be offered what we have available at the time.

The trustees and management team have continued to work together to minimise the financial impact of the Covid-19 pandemic on the preschool, and hope this will result in minimal losses.

Roselands preschool are also looking at additional revenue schemes such as an early morning drop off / breakfast club to offer further wrap around care which we will look to introduce in September 2021.

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Policies on reserves and availability and adequacy of assets of each of the funds

Roselands Preschool is now within its 11th year within the building and it remains in good condition.

This year 16 new windows have been installed, new blinds for each window and a new fire and emergency lighting system to adhere to current regulations. The garden has had new play matting installed and new fencing to the sandpit.

The pre-school holds reserves and fixed reserves which together amount to £319,142.00 as of August 2021. These additional funds are held for the renewal and maintenance of the building and statutory staff redundancies.

The board of trustees is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

Principal funding sources in the year and how these support the key objectives of the charity.

The charities principal source of funds is through funded and non-funded children. Funding is received for the first term following a child's third birthday:

- Funding increased to £4.14 per hour per child.
- Free for two £5.16 per hour per child
- Fees for non-funded children were £6.50 per hour.
- The Lunch club is chargeable to all children at £4.50 for the half hour.
- The Pre-school also accepts fees for non-funded children in the form of childcare vouchers.

Plans For the Future

Summary of plans for the future and the trustees' perspective of the future direction of the charity.

Over the next year and beyond, further funds will be allocated to replacing the existing building.

The Trustees consider the main risk to be a failure to the building project resulting from insufficient funding. To mitigate this risk, specific funds are being ring fenced to cover the cost of this.

Principal risks facing the charity continues to be the increasing of minimum wage year on year compared to the minimal increase of funding for funded children.

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Trustees' Annual Report for the year ended 31 August 2021

Details of The Independent Examiner

D J Burns
Member of Chartered Certified Accountants
2A Bank Street

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Tonbridge
Kent
TN9 1BL

Statement of the Directors Trustees' Responsibilities

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Companies Act 2006, the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2008. Notwithstanding the explicit requirement in the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008, to prepare the financial statements in accordance with the SORP 2005, in view of the fact that the SORP 2005 has been withdrawn, the Trustees determined to interpret this responsibility as requiring them to follow current best practice and prepare the accounts according to the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), .

In particular, the Companies Act 2006 and charity law require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).
- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The law requires that the trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for the year.

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The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are also responsible for the contents of the Trustees' report, and the statutory responsibility of the Independent Examiner in relation to the Trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no material inconsistencies with the figures disclosed in the financial statements.

Method of preparation of accounts - Small company provisions

The financial statements are set out on pages 11 to 28.

The financial statements have been prepared implementing the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), and in accordance with the Financial Reporting Standard 102.

These financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006, applicable to companies subject to the small companies regime.

This report was approved by the board of trustees on 10 May 2022.

Amy Barry
Director and Trustee

Roselands Pre School Highamwood Limited

Report of the Independent Examiner to the Trustees of the charitable company on the accounts for the year ended 31 August 2021

I report to the Trustees on my examination of the financial statements of the charitable company on pages 11 to 28 for the year ended 31 August 2021 which have been prepared in accordance with the Charities Act 2011 (the Act) and with the Financial Reporting Standard 102, (effective 1st January 2016) as modified by FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), published by the Charity Commission in England & Wales (CCEW), and under the historical cost convention and the accounting policies set out on page 16.

Respective responsibilities of the Trustees and the Independent Examiner and the basis of the report

As described on page 7, you, the charitable company's Trustees, who are also the Directors of the Company for the purposes of Company law, are responsible for the preparation of the financial statements in accordance with the Companies Act 2006, the Charities Act 2011 and all other applicable law and with United Kingdom Generally Accepted Accounting Practice, applicable to smaller entities, and for being satisfied that the financial statements give a true and fair view.

The Trustees consider that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the memorandum and articles of the charity for the conducting of an audit, and that the accounts do not require an audit in accordance with Part 16 of the Companies Act 2006 and that no member or members have requested an audit pursuant to Section 476 of the Companies Act 2006. As a consequence, the Trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the financial statements are not required to be audited under any legal provision, or otherwise, and are eligible for independent examination, it is my responsibility to:-

- a) examine the financial statements of the charity under Section 145 of the Act;
- b) follow the applicable procedures in the Directions given by the Charity Commission under section 145(5)(b) of the Act.

Basis of Independent Examiner's Statement and scope of work undertaken

I report in respect of my examination of the charity's financial statements carried out under s145 of the Act. In carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act setting out the duties of an independent examiner in relation to the conducting of an independent examination. An independent examination includes a review of the accounting records kept by the charitable company and of the accounting systems employed by the charitable company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you, as Trustees, concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of charity legislation and that, on a test basis of evidence relevant to the amounts and disclosures made, the financial statements comply with the SORP.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the Trustees in the course of the examination is not subjected to audit tests or enquiries and does not cover all the matters that an auditor would consider in arriving at an opinion. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide

Roselands Pre School Highamwood Limited

Consequently, I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the independent examination are achieved and before finalising the report I obtained written assurances from the Trustees of all material matters.

Independent Examiner's Statement, Report and Opinion

Subject to the limitations upon the scope of my work as detailed above, I have completed my examination: and can confirm that:-

The accounts of this charitable company are not required to be audited under Part 16 of the Companies Act 2006;

This is a report in respect of an examination carried out under 145 of the Act and in accordance with Directions given by the Charity Commission under section 145(5)(b) of the Act which may be applicable;

and that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:-

accounting records were not kept in respect of the charity as required by Section 386 of the Companies Act 2006 and Section 130 of The Charities Act 2011;

the financial statements do not accord with those records; or

the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in section 396 of the Companies Act 2006 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;

have not been prepared in accordance with the methods and principles set out in the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP).

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 financial statements to be reached.

Signed:-

D J Burns - Independent Examiner

Chartered Certified Accountants

2A Bank Street

Tonbridge

Kent

TN9 1BL

This report was signed on 10 May 2022

Roselands Pre School Highamwood Limited - Statement of Financial Activities for the year ended 31 August 2021

Statement of Financial Activities (including the Income and Expenditure Account for the year ended 31 August 2021, as required by the Companies Act 2006)

	SORP Ref	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
		2021 £	2021 £	2021 £	2020 £
Income & Endowments from:					
Donations & Legacies	A1	20,301	-	20,301	16,569
Charitable activities	A2	261,292	-	261,292	201,954
Investments	A4	1,941	-	1,941	1,611
Total income	A	283,534	-	283,534	220,134
Expenditure on:					
Charitable activities	B2	268,784	-	268,784	234,594
Total expenditure	B	268,784	-	268,784	234,594
Net income for the year		14,750	-	14,750	(14,460)
Net income after transfers	A-B-C	14,750	-	14,750	(14,460)
Net movement in funds		14,750	-	14,750	(14,460)
Reconciliation of funds:-	E				
Total funds brought forward		318,513	-	318,513	332,973
Total funds carried forward		333,263	-	333,263	318,513

The 'SORP Ref' indicated above is the classification of income set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.

All the prior year transactions were unrestricted items, and no further analysis is required

All activities derive from continuing operations

The notes attached on pages 16 to 28 form an integral part of these accounts.

All activities derive from continuing operations

The notes attached on pages 16 to 28 form an integral part of these accounts.

Roselands Pre School Highamwood Limited - Statement of Financial Activities for the year ended 31 August 2021

Roselands Pre School Highamwood Limited - Resources applied in the year ended 31 August 2021 towards fixed assets for Charity use:-

	2021	2020
	£	£
Funds generated in the year as detailed in the SOFA	14,750	(14,460)
Resources applied on functional fixed assets	(763)	(859)
Other applications of funds	-	-
Net resources available to fund charitable activities	<u>13,987</u>	<u>(15,319)</u>

The resources applied on fixed assets for charity use represents the cost of additions less proceeds of any disposals.

The notes attached on pages 16 to 28 form an integral part of these accounts.

Roselands Pre School Highamwood Limited - Statement of Financial Activities for the year ended 31 August 2021

Movements in revenue and capital funds for the year ended 31 August 2021

Revenue accumulated funds

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Last year Total Funds 2020 £
Accumulated funds brought forward	74,781	-	74,781	89,241
Recognised gains and losses before transfers	14,750	-	14,750	(14,460)
	89,531	-	89,531	74,781
Closing revenue funds	89,531	-	89,531	74,781
Fixed asset funds	Designated Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Last year Total Funds 2020 £
At 1 September	243,732	-	243,732	243,732
At 31 August	243,732	-	243,732	243,732

The purposes of the transfers to fixed asset funds are described in Note 17 to the accounts and under the accounting policy 'Accounting for capital grants and fixed asset funds'.

Summary of funds

	Unrestricted and Designated funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Last Year Total Funds 2020 £
Revenue accumulated funds	89,531	-	89,531	74,781
Fixed asset funds	243,732	-	243,732	243,732
Total funds	333,263	-	333,263	318,513

The notes attached on pages 16 to 28 form an integral part of these accounts.

Roselands Pre School Highamwood Limited - Statement of Financial Activities for the year ended 31 August 2021

**Roselands Pre School Highamwood Limited
Income and Expenditure Account for the year ended 31 August 2021 as required by the Companies Act 2006**

	2021 £	2020 £
<i>Income</i>		
Income from operations	281,593	218,523
Investment income		
Interest receivable	1,941	1,611
Gross income in the year before exceptional items	283,534	220,134
Gross income in the year including exceptional items	283,534	220,134
<i>Expenditure</i>		
Charitable expenditure, excluding depreciation and amortisation	258,442	224,357
Depreciation and amortisation	7,632	7,717
Governance costs	2,710	2,520
Realised losses on disposals of social investments which are programme related	-	-
Total expenditure in the year	268,784	234,594
Net income before tax in the financial year	14,750	(14,460)
Tax on surplus on ordinary activities	-	-
Net income after tax in the financial year	14,750	(14,460)
Retained surplus for the financial year	14,750	(14,460)

All activities derive from continuing operations

In accordance with the provisions of the Companies Act 2006, the headings and subheadings used in the Income and Expenditure account have been adapted to reflect the special nature of the charity's activities.

The notes attached on pages 16 to 28 form an integral part of these accounts.

Roselands Pre School Highamwood Limited - Balance Sheet as at 31 August 2021

	SORP		2021	2020
	Note	Ref	£	£
Fixed assets	A			
Tangible assets	10	A2	18,284	25,153
Current assets	B			
Debtors	11	B2	(188)	415
Cash at bank and in hand		B4	318,916	295,848
Total current assets			<u>318,728</u>	<u>296,263</u>
Creditors: amounts falling due within one year	12	C1	<u>(3,749)</u>	<u>(2,903)</u>
Net current assets			314,979	293,360
The total net assets of the charity			<u>333,263</u>	<u>318,513</u>
The total net assets of the charity are funded by the funds of the charity, as follows:-				
			-	-
Unrestricted Funds				
Unrestricted Revenue Funds	15	D3	89,531	74,781
			89,531	74,781
Designated Funds				
Designated Fixed Asset Funds	15	D3	<u>243,732</u>	<u>243,732</u>
			<u>243,732</u>	<u>243,732</u>
Total charity funds			<u>333,263</u>	<u>318,513</u>

The 'SORP Ref' indicated above is the classification of Balance Sheet items as set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the SOFA..

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

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

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The charity is subject to Independent Examination under charity legislation, and the report of the Independent Examiner is on page 10.

The financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006. applicable to companies subject to the small companies regime.

Amy Barry

Trustee

Approved by the board of trustees on 10 May 2022

The notes attached on pages 16 to 28 form an integral part of these accounts.

Roselands Pre School Highamwood Limited

Notes to the Accounts for the year ended 31 August 2021

1 Accounting policies

Policies relating to the production of the accounts.

Basis of preparation and accounting convention

The accounts have been prepared on the accruals basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016) and 'FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), published by the Charity Commission in England & Wales (CCEW) , effective January 2016, , and in accordance with all applicable law in the charity's jurisdiction of registration, except that the charity has prepared the financial statements in accordance with the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), in preference to the previous SORP, the SORP 2005, which has been withdrawn, notwithstanding the fact that the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008 refer explicitly to the SORP 2005. This has been done to accord with current best practice.

Risks and future assumptions

The charity is a public benefit entity.

Membership subscriptions

The income and any associated Gift Aid or other tax refund from a membership subscription received by the charity in the nature of a gift, is accounted for on the same basis as a donation.

The income from a membership subscription received by the charity where the subscription purchases the right to services or benefits is recognised as income from charitable activities.

Policies relating to expenditure on goods and services provided to the charity.

Recognition of liabilities and expenditure

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated..

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

Roselands Pre School Highamwood Limited

Notes to the Accounts for the year ended 31 August 2021

Allocating costs to activities

Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied, and proportionate to the circumstances, is :-

Staffing - on the basis of time spent in connection with any particular activity.

Staffing - on a per capita basis, based on the number of people employed within any particular activity.

Premises related costs - on the proportion of floor area occupied by a particular activity.

Non specific support costs - on the basis of the usage of resources, in terms of time taken, capacity used, request made or other measures

Estimation techniques used in apportioning costs - give details

Volunteers

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity.

However, the trustees value the significant contribution made to the activities of the charity by unpaid volunteers and this is described more fully in Note 6.

Policies relating to assets, liabilities and provisions and other matters.

Tangible fixed assets

Tangible fixed assets are measured at their original cost value, or subsequent revaluation, or if donated, as described above. Cost value includes all costs expended in bringing the asset into its intended working condition.

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

Nursery Building	Over the term of the lease
Plant and machinery	20 % straight line

A regular annual review of the likelihood of asset impairment is undertaken.

Pensions - defined contribution schemes

The charity operates a defined contribution pension scheme. Contributions are charged to the profit and loss account as they become payable in accordance with the rules of the scheme.

Fund Accounting

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

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

There are no restricted funds.

There are no endowment funds.

Roselands Pre School Highamwood Limited

Notes to the Accounts for the year ended 31 August 2021

2 Liability to taxation

The Trustees consider that the charity satisfies the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 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 on the specific charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity, and is therefore included in the relevant costs in the Statement of Financial Activities.

3 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

4 Significance of financial instruments to the charity's position

There are no financial instruments relevant to the charity's position.

5 Net surplus before tax in the financial year

	2021 £	2020 £
The net surplus before tax in the financial year is stated after charging:-		
Depreciation of owned fixed assets	7,632	7,717
Pension costs	2,739	2,696

6 The contribution of volunteers

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity.

7 Staff costs and emoluments

Salary costs	2021 £	2020 £
Gross Salaries excluding trustees and key management personnel	198,977	183,138
Employer's National Insurance for all staff	8,646	7,195
Employer's operating costs of defined contribution pension schemes	2,739	2,696
Total salaries, wages and related costs	210,362	193,029

The average number of part time staff employed in the year was	17	15
The average number of full time staff employed in the year was	1	1
The estimated full time equivalent number of all staff employed in the year was	10	10

The estimated equivalent number of full time staff deployed in different activities in the year was:-

Engaged on charitable activities	10	10
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The estimated full time equivalent number of all staff employed as above

10	10
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Neither the trustees nor any persons connected with them have received any remuneration from the charity or any related entity, either in the current or prior year.

No employees received emoluments (excluding pension costs) in excess of £60,000 per annum.

	No	No
Numbers of such staff to whom benefits are accruing :-		
Under money purchase pension schemes	7	10

Roselands Pre School Highamwood Limited

Notes to the Accounts for the year ended 31 August 2021

8 Defined contribution pension schemes

The charity operates a defined contribution pension scheme, the costs of which are shown above.

The full cost of those pension contributions have been allocated to unrestricted funds on the basis that all employees are engaged in activities related to unrestricted funds.

Any liabilities and assets associated with the scheme are shown under debtors and creditors.

9 Remuneration and payments to Trustees and persons connected with them

No trustees or persons connected with them received any remuneration from the charity, or any related entity.

10 Tangible fixed assets

<i>Current Year</i>	Land and Buildings	Plant & Machinery	Motor Vehicles	Total
	£	£	£	£
Cost				
At 1 September 2020	250,968	21,047	-	272,015
Additions	-	763	-	763
At 31 August 2021	250,968	21,810	-	272,778
Depreciation				
At 1 September 2020	227,610	19,252	-	246,862
Charge for the year	6,528	1,104	-	7,632
At 31 August 2021	234,138	20,356	-	254,494
Net book value				
At 31 August 2021	16,830	1,454	-	18,284
At 31 August 2020	23,358	1,795	-	25,153

Roselands Pre School Highamwood Limited

Notes to the Accounts for the year ended 31 August 2021

<i>Prior Year</i>	Land and Buildings	Plant & Machinery	Motor Vehicles	Total
	£	£	£	£
Cost				
01 September 2019	250,968	20,188	-	271,156
Additions	-	859	-	859
31 August 2020	250,968	21,047	-	272,015
Depreciation				
01 September 2019	221,085	18,060	-	239,145
Charge for the year	6,525	1,192	-	7,717
31 August 2020	227,610	19,252	-	246,862
Net book value				
31 August 2020	23,358	1,795	-	25,153
01 September 2019	29,883	2,128	-	32,011

11 Debtors

	2021 £	2020 £
Trade debtors	(1,480)	(637)
Prepayments and accrued income	1,131	891
Other debtors	161	161
	(188)	415

12 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	(603)	(1,023)
Accruals	2,640	2,520
PAYE, NIC VAT and other taxes	1,712	1,406
	3,749	2,903

13 Income and Expenditure account summary

	2021 £	2020 £
At 1 September 2020	318,513	332,973
Surplus after tax for the year	14,750	(14,460)
At 31 August 2021	333,263	318,513

Roselands Pre School Highamwood Limited

Notes to the Accounts for the year ended 31 August 2021

14 Particulars of how particular funds are represented by assets and liabilities

At 31 August 2021	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets	(225,448)	243,732	-	18,284
Current Assets	318,728		-	318,728
Current Liabilities	(3,749)	-	-	(3,749)
	89,531	243,732	-	333,263
At 1 September 2020	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets	(218,579)	243,732	-	25,153
Current Assets	296,263	-	-	296,263
Current Liabilities	(2,903)	-	-	(2,903)
	74,781	243,732	-	318,513

15 Change in total funds over the year as shown in Note 14 , analysed by individual funds

	Funds brought forward from 2020 £	Movement in funds in 2021 See Note 16 £	Transfers between funds in 2021 See Note 0 £	Funds carried forward to 2022 £
Unrestricted and designated funds:-				
Unrestricted Revenue Funds	74,781	14,750	-	89,531
Designated Fixed Asset Funds	243,732	-	-	243,732
Total unrestricted and designated funds	318,513	14,750	-	333,263
Total charity funds	318,513	14,750	-	333,263

16 Analysis of movements in funds over the year as shown in Note 15

	Income 2021 £	Expenditure 2021 £	Other Gains & Losses 2021 £	Movement in funds 2021 £
Unrestricted and designated funds:-				
Unrestricted Revenue Funds	283,534	(268,784)	-	14,750
	283,534	(268,784)	-	14,750

Roselands Pre School Highamwood Limited

Notes to the Accounts for the year ended 31 August 2021

17 The purposes for which the funds as detailed in note 15 are held by the charity are:-

Unrestricted and designated funds:-

Unrestricted Revenue Funds

These funds are held for the meeting the objectives of the charity, and to provide reserves for future activities, and , subject to charity legislation, are free from all restrictions on their use.

18 Ultimate controlling party

The charity is under the control of its legal members.

Every member of the charity is obliged to contribute such amount as may be required not exceeding £1 to the assets of the company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

Roselands Pre School Highamwood Limited

Detailed analysis of income and expenditure for the year ended 31 August 2021 as required by the SORP 2015

19 Donations, Grants and Legacies

	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Donations and gifts from individuals				
Small donations individually less than £1000	2,381	-	2,381	1,124
Total donations and gifts from individuals	2,381	-	2,381	1,124
	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Revenue grants from government and public bodies				
Small grants individually less than £1000	174	-	174	-
JRS (Furlough) Grants	13,601	-	13,601	15,445
Sevington Pre-school	4,145	-	4,145	-
Total public sector revenue grants	17,920	-	17,920	15,445
Total Donations, Grants and Legacies				
Total Donations, Grants and Legacies A1	20,301	-	20,301	16,569

20 Income from charitable activities - Trading Activities

<i>Current year</i>	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total funds 2020 £
Primary purpose and ancillary trading				
Fund Raising Activities	4,136	-	4,136	1,755
Tempest Photography	87	-	87	419
Less fund raising and photography costs	-	-	-	(429)
Preschool Development Fund	1,395	-	1,395	723
Provision of nursery care services	41,762	-	41,762	27,020
Lunch Club & wrap round care	22,637	-	22,637	10,494
Admin fees	420	-	420	450
Total Primary purpose and ancillary trading	70,437	-	70,437	40,432

Roselands Pre School Highamwood Limited

Detailed analysis of income and expenditure for the year ended 31 August 2021 as required by the SORP 2015

	Current year Funds 2021 £	Current year Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Funding for provision of nursery care services				
Kent County Council	188,323	-	188,323	158,615
Other individual funding	2,532	-	2,532	2,907
Total Funding for provision of nursery care services	190,855	-	190,855	161,522
	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Prior Year Total Funds 2020 £
Total Charitable income from funders:-				
Current year - income from funders	190,855	-	190,855	161,522
21 Total Income from charitable activities				
<i>Current year</i>	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Total income from charitable trading	70,437	-	70,437	40,432
Income from funders	190,855	-	190,855	161,522
Total from charitable activities A2	261,292	-	261,292	201,954
22 Investment income				
	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Bank Interest Receivable	1,941	-	1,941	1,611
Total investment income A4	1,941	-	1,941	1,611

Roselands Pre School Highamwood Limited

Detailed analysis of income and expenditure for the year ended 31 August 2021 as required by the SORP 2015

23 Expenditure on charitable activities - Direct spending

<i>Current Year</i>	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
	2021	2021	2021	2020
	£	£	£	£
Gross wages and salaries - charitable activities	198,977	-	198,977	183,138
Employers' NI - Charitable activities	8,646	-	8,646	7,195
Defined contribution pension costs - charitable activities	2,739	-	2,739	2,696
Licences	2,742	-	2,742	4,585
Materials & photographs	1,613	-	1,613	1,148
Course fees	2,209	-	2,209	1,000
Fruit and staff amenities	1,281	-	1,281	897
Sundry staff costs	183	-	183	679
Towels & Hygiene	3,834	-	3,834	2,275
Total direct spending B2a	222,224	-	222,224	203,613

24 Support costs for charitable activities

<i>Current Year</i>	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
	2021	2021	2021	2020
	£	£	£	£
Premises Expenses				
Rent payable under operating leases	1,878	-	1,878	1,200
Rates and water charges	798	-	798	1,041
Light heat and power	1,374	-	1,374	1,673
Waste management	1,234	-	1,234	836
Premises repairs, renewals and maintenance	22,406	-	22,406	3,330
Other Premises Costs	522	-	522	-
Property insurance	1,117	-	1,117	1,164
Cleaning	339	-	339	-
Administrative overheads				
Telephone, fax and internet	2,004	-	2,004	1,617
Postage	389	-	389	468
Stationery and printing	2,908	-	2,908	3,378
Gifts & samples	1,249	-	1,249	515
Professional fees paid to advisors other than the auditor or examiner				
Legal fees	-	-	-	5,020
Other legal and professional	-	-	-	502
Financial costs				
Depreciation & Amortisation in total for	7,632	-	7,632	7,717
Support costs before reallocation	43,850	-	43,850	28,461
Total support costs - Current Year	43,850	-	43,850	28,461

The basis of allocation of costs between activities is described under accounting policies

Roselands Pre School Highamwood Limited

Detailed analysis of income and expenditure for the year ended 31 August 2021 as required by the SORP 2015

25 Other Expenditure - Governance costs

<i>Current Year</i>	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
	2021	2021	2021	2020
	£	£	£	£
Independent Examiner's fees	2,710	-	2,710	2,520
Total Governance costs	2,710	-	2,710	2,520

All the expenditure in the prior year was unrestricted.

26 Total Charitable expenditure

<i>Current Year</i>		Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
		2021	2021	2021	2020
		£	£	£	£
Total direct spending	B2a	222,224	-	222,224	203,613
Total support costs	B2d	43,850	-	43,850	28,461
Total Governance costs	B2e	2,710	-	2,710	2,520
Total charitable expenditure	B2	268,784	-	268,784	234,594

All the expenditure in the prior year was unrestricted.

<i>Prior Year</i>		Prior Year Unrestricted Funds	Prior Year Restricted Funds	Prior Year Total Funds
		2020	2020	2020
		£	£	£
Total direct spending	B2a	203,613	-	203,613
Total support costs	B2d	28,461	-	28,461
Total Governance costs	B2e	2,520	-	2,520
Total charitable expenditure	B2	234,594	-	234,594

Roselands Pre School Highamwood Limited

Activity analysis of Income and expenditure for the for the year ended 31 August 2021

This analysis is classssified by activity and not by conventional nominal descriptions.

27 Analysis of income by activity

	SOFA ref	2021 £	2020 -
Activity			
Income from charitable activities			
Development and education of pre-school children		261,292	201,954
Summary of Total Income, including the items above			
Charitable activities	A2	261,292	201,954
Donations & Legacies	A1	20,301	16,569
Investment income	A4	1,941	1,611
Total income as shown in the SOFA	A	283,534	220,134
Categories of income			
Income from exchange transactions		283,534	220,134

28 Analysis of charitable expenditure by activity

Activity	Direct costs 2021 £	Support costs 2021 £	Grant funding 2021 £	Total 2021 £	Total 2020 £
Development and education of pre-school children					
Direct costs	222,224	-	-	222,224	203,613
Premises expenses	-	29,668	-	29,668	9,244
Administrative overheads	-	6,550	-	6,550	5,978
Professional fees	-	-	-	-	5,522
Financial costs	-	7,632	-	7,632	7,717
Total Development and education of pre-school children	222,224	43,850	-	266,074	232,074
Summary of charitable costs by activity					
	Direct costs 2021 £	Support costs 2021 £	Grant funding 2021 £	Total 2021 £	Total 2020 £
Total Development and education of pre-school children	222,224	43,850	-	266,074	232,074
Total Governance costs as detailed in Note 25	-	2,710	-	2,710	2,520
Total charitable expenditure	222,224	46,560	-	268,784	234,594