

TEMPLEGATE TINY TOTS

Company Registered No.	7394284
Charity Commission Registered Number	1140718

ANNUAL REPORT AND ACCOUNTS For the year ended 31 August 2023

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TEMPLEGATE TINY TOTS
SIGNIFICANT INFORMATION

DIRECTORS/TRUSTEES: Mrs C Deacon

TRUSTEES Mr M Pattison

COMMITTEE MEMBERS Mr M Pattison
Mrs R Routledge

GUARANTORS (MEMBERS): Mrs C Deacon

ADMINISTRATOR: Mrs C Walker

REGISTERED OFFICE: 49 Austhorpe Road
Cross Gates
Leeds
LS15 8BA

INDEPENDENT EXAMINERS: G L Barker & Co LLP
49 Austhorpe Road
Cross Gates
Leeds
West Yorkshire
LS15 8BA

TEMPLEGATE TINY TOTS
Company Registered Number 7394284

REPORT OF THE BOARD OF DIRECTORS
for the year ended 31 August 2023

The Board presents the report and financial statement of Templegate Tiny Tots for the year ended 31 August 2023. The statements appear in the format required by the Charities SORP FRS (102). The report and statements also comply with the Companies Act 2006. The company has no share capital and is a registered charity. The guarantee of each member is limited to £1. The members are the guarantors of the company.

Structure, Governance and Management

The governing document is the Memorandum and Articles of Association dated 1 October 2010.

The director is responsible for the overall strategy of the Company and the administrator is responsible for the day to day management.

New Directors/Trustees are selected and appointed by the current Board of Directors. They are given the necessary training as to their duties after their appointment.

Objectives and Activities

The Director has had regard to the charity commission guidance on public benefit and considers that the following objects and activities comply with this guidance.

- Our aim is to provide a safe, secure and stimulating environment in which pre-school children can learn, develop and have their individual needs addressed.
- We also aim to involve parents with the education of their child.
- We aim to provide equal opportunities for all children and families and give each child the chance to reach his/her full potential whatever their talent or background.

Director's responsibility for the Financial Statements

Company law requires the director to prepare financial statements for each financial year which give a true and fair view of the state of the company and of the income and expenditure of the company for that period. In preparing those financial statements, the director is required to:

- Select suitable accounting policies and apply them consistently;
- Follow applicable accounting standards and Statements of Recommended Practice without any material departures;
- 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 to operate.

The director is responsible for keeping proper accounting records has disclose with reasonable accuracy at any time the financial position of the charity and to enable her to ensure that the financial statements comply with the Companies Act 2006 and the charity's governing document. She is 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.

Compliance

The director has complied with the duty in section 4 of the 2011/2006 Charities Acts to have due regard to guidance published by the Charity Commission, including public benefit guidance.

Financial Review

The financial statements show an excess of expenditure over income amounting to £613 (2022 excess of expenditure over income of £2,831) which the trustees have noted.

Risk Policy

The director has considered the risks facing Templegate Tiny Tots and has taken such steps as she considers necessary to mitigate those risks.

Trustee report for accounts – year ended 31st August 2023

Objectives

- Our aim is to provide a safe, secure and stimulating environment in which pre-school children can learn, develop and have their individual needs addressed.
- We also aim to involve parents with the education of their child.
- We aim to provide equal opportunities for all children and families and give each child the chance to reach his/her full potential whatever their talent or background

Activities, achievements and performance

We are delighted that Templegate Tiny Tots Pre-School and the forest school have had a super year and continue to go from strength to strength. The Forest School has been a huge success and the children love the outdoor learning setting. They are learning so much from the outdoor facility whilst the extra activity has enhanced their learning in other foundation stage areas too. We were delighted when the lease was renewed and we are now secure in our current location for a further five years. Although the rent has increased it was not at a level higher than we anticipated. We also added some improvements to the building maintenance contract which, we are pleased to confirm, have been agreed and incorporated in the contract. We look forward to continuing being a feed to Whitkirk Primary School and to continuing the good relationship we have with Miss Quarmby and all the teaching and maintenance team.

The increased inflation and associated cost of living has not yet affected the child or staffing levels within Tiny Tots. The charity has stayed open to all children this academic year and is still at capacity. Despite the local and national challenges, the charity has continued 'business as usual' and changes to rent, premises and staffing have been dealt with quickly and efficiently.

Indeed, Tiny Tots has thrived in 2023 with the maturation of the forest school, which is a firm favourite of both children and parents. The staff and management team are to be commended for their efforts.

After many years of expanding the settings and processes to achieve bigger and better things, it is now time to consolidate and develop a deeper understanding of the business and the successes we've enjoyed in recent years. This will allow Tiny Tots to better manage the risks of an ailing economy, which will be challenging for staff and parents alike.

The focus of the 23/24 school year will be to maintain our outstanding OFSTED award whilst building on the excellent work already achieved in the setting. Staff retention and training are also key during difficult economic times. Tiny Tots has gone from strength to strength in the last few years, which is entirely down to the excellent staff and management of Tiny Tots.

2023 has been a tough year for everyone, but especially for preschool services. Fixed government fees combined with the spike in inflation has made the future tenuous for many. However, despite this Templegate Tiny Tots has performed strongly. As a charity we do not make a profit but we can measure our financial security by the money we have available if problems occur. I'm happy to say we have a healthy cash buffer to weather any unforeseen problems. This is due to the diligent work of the Tiny Tots staff, making sure we are full to capacity and whilst carefully watching the budgets.

Tiny Tots has a robust waiting list and no shortage of children, and we have the business capital and expected future earnings to weather the current economic downturn.

The governing body remains vigilant, and will be monitoring income and expenditure carefully. Budgets have been agreed with the Tiny Tots management team to ensure we continue to extract value for money where we can. The Governing body will continue to monitor the local, national and international situation and respond quickly to any changes.

Reserves Policy

The directors consider that liquid reserves sufficient to cover one term's expenditure are necessary. This equates to some £50,000 and the balance available at 31 August 2023 was £109,703.

Principal Funding Sources

Some 90% (2022 - 90%) of normal controllable income came in the form of government grants. Whilst this could become a problem, HM government seems committed to an expansion in nursery education so the immediate future should be secure.

This report has been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

Signed on behalf of the Board

.....
CLAIRE DEACON

Date:

INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF TEMPLEGATE TINY TOTS

I report on the accounts of the charity for the year ended 31 August 2023, which are set out on pages 6 to 13.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The Charity is preparing accrued accounts and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiners' report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiners' statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with s.130 of the Charities Act 2011; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name of principle: Graeme Peter Greenfield

Name of firm: G L Barker & Co LLP

Relevant professional qualification or body: Chartered Certified Accountant

Address: 47-49 Austhorpe Road, Cross Gates, Leeds, LS15 8BA

Date:

TEMPLEGATE TINY TOTS

STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 August 2023
(INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

Notes		2023 £	2022 £
	INCOMING RESOURCES		
	Incoming resources from generated funds		
4	SMP/SSP Recovery	2,164	2,278
5	Fund raising	530	182
6	Incoming resources from charitable activities	162,604	136,873
	Interest	29	70
	Total incoming resources	165,327	139,403
	RESOURCES EXPENDED		
	Costs of generated funds		
7	Charitable activities	163,862	141,412
8	Governance costs	852	822
9	Taxation	-	-
	Total resources expended	164,714	142,234
	Net incoming/ (outgoing) resources (Net gain/ (loss) for the year)	613	(2,831)
	Net movement in funds	613	(2,831)
	Funds brought forward	109,090	111,920
	Total funds carried forward	109,703	109,090

There were no costs of generating voluntary income.

There were no 'Fundraising Trading Costs'.

All of the activities undertaken by the charity were continuing activities and no new activities were acquired during the year.

All funds are unrestricted.

The notes on pages 8 to 13 form an integral part of these accounts.

TEMPLEGATE TINY TOTS

Company Registered Number 07394284
BALANCE SHEET AT 31 AUGUST 2023

Notes	2023 £	2023 £	2022 £	2022 £
Fixed Assets				
10	Tangible Assets	324		16
Current Assets				
	Debtors	477	463	
	Cash at bank or in hand	128,857	128,536	
		<u>129,334</u>	<u>128,999</u>	
11	Creditors: Amounts falling due within one year	<u>(19,955)</u>	<u>(19,925)</u>	
	Net Current Assets	109,379		109,074
	Net Assets	<u>109,703</u>		<u>109,090</u>
FUNDS				
	Unrestricted	<u>109,703</u>		<u>109,090</u>

For the year ended 31 August 2023 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The director acknowledges her responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

Approved by the director and trustees on and signed on their behalf by:

..... Director
CLARE DEACON

The notes on pages 8 to 13 form an integral part of these accounts.

TEMPLEGATE TINY TOTS
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2023

1 ACCOUNTING POLICIES

Basis of Accounting

The statement of accounts has been prepared under the historical cost convention in accordance with the provisions of the Companies Act 2006, the Statement of Recommended Practice Accounting by Charities and applicable accounting standards. Where necessary the headings laid down in the Companies Act have been adapted to meet the special activities of the Company. The company qualifies as a small company under the Companies Act 2006 and the trustees have elected to take advantage of the exemption under FRS102 not to prepare a cash flow statement.

Taxation

As a registered charity, the company benefits from rates relief and is generally exempt from income tax and capital gains tax, but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Incoming Resources

All income is accounted for as soon as Templegate Tiny Tots has entitlement to the income and there is certainty of receipt and the amount is quantifiable.

Resources expended

All expenditure is accounted for on an accruals basis.

Governance costs are those incurred in compliance with constitutional and statutory requirements.

Fixed Assets

Assets intended to be of ongoing use to Templegate Tiny Tots in carrying out its activities are capitalised as fixed assets.

All fixed assets are included at cost.

Depreciation of tangible fixed assets is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures, fittings and equipment	50% on cost.
Improvements to property	50% on cost.
Computer equipment	50% on cost.

TEMPLEGATE TINY TOTS

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2023

2 OPERATING PROFIT OF THE COMPANY

	2023 £	2022 £
The operating profit is stated after charging:		
Depreciation on tangible fixed assets	156	883
Independent examiners remuneration	852	822

3 EMPLOYEE INFORMATION

The average number of full time equivalent employees during the year was:

	2023	2022
Directors	1	1
Child care staff	3	3

The average total number of staff (including part time staff) was:

Directors	1	1
Child care staff	10	10

Staff costs for all the above were:

	2023 £	2022 £
Salaries and wages	132,885	106,021
Pension contributions	1,432	1,169
	134,317	107,190

In accordance with the company's Memorandum and Articles of Association, the directors are precluded from receiving any emoluments in respect of their services to the company. No expenses were reimbursed to any of the directors during the year.

No employee received a salary greater than £60,000.

TEMPLEGATE TINY TOTS

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2023

4 SSP Recovery

	2023 £	2022 £
SSP Recovery	2,164	2,278

5 ACTIVITIES FOR GENERATING FUNDS

Fund raising	530	182

6 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	2023 £	2022 £
Nursery Education Grant	116,508	109,669
Deprivation Grant	2,375	3,687
Carers fees	19,738	14,184
SEN Grant	23,221	7,851
Pupil Premium Receipts	762	1,482
	162,604	136,873

TEMPLEGATE TINY TOTS

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2023

7 CHARITABLE ACTIVITIES

	2023 £	2022 £
Nursery education		
Rent	11,111	11,991
Wages and social security	132,885	106,021
Pension contributions	1,432	1,169
Visiting staff	1,640	1,595
Parties and outings	216	-
Equipment and toys	2,389	2,009
Food	1,115	833
Speech and language therapy	4,598	4,598
Telephone	360	284
Postage and stationery	266	254
Advertising	84	154
Repairs and renewals	1,135	4,453
Computer Consumables: Office	799	80
PSLA membership and insurance	804	785
Training	806	4,359
Workwear	-	170
Subscriptions	-	207
Sundry expenses	1,827	1,513
Bank charges	61	41
Legal fees	13	13
Depreciation	156	883
	163,862	141,412

8 GOVERNANCE COSTS

	2023 £	2022 £
Independent examination	852	822

9 TAXATION

	2023 £	2022 £
Taxation is Corporation Tax on interest received		
Current Year	-	-
	-	-

TEMPLEGATE TINY TOTS

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2023

10 TANGIBLE FIXED ASSETS

	<u>Improvements to Property</u>	<u>Fixtures & Fittings</u>	<u>Computer Equipment</u>	<u>Total</u>
Cost:	£	£	£	£
At 1 September 2022	11,405	5,030	5,022	21,457
Additions	-	-	464	-
At 31 August 2023	11,405	5,030	5,486	21,921
Depreciation:				
At 1 September 2022	11,400	5,025	5,016	21,441
Charge for the year	-	-	156	156
At 31 August 2023	11,400	5,025	5,172	21,597
Net Book Value				
At 31 August 2023	5	5	314	324
	=====	=====	=====	=====
At 31 August 2022	5	5	6	16
	=====	=====	=====	=====

11 CREDITORS

Amounts falling due within one year

	2023 £	2022 £
Other creditors	19,093	19,093
Accruals	852	822
Taxation	11	11
	19,956	19,926

TEMPLEGATE TINY TOTS

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2023

12 COMMITMENTS AND CONTINGENT LIABILITIES

At the balance sheet date there were no commitments for capital expenditure other than as provided for in these accounts.

At the balance sheet date there were no contingent liabilities.