

# SUNFLOWERS AT GRAFTON

England & Wales · Charity number 1147882

## Details

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**Status** Registered

**Legal form** Charitable company

**Company number** [08100944](#)

**Registered** 2012-06-29

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

## Contact

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**Address** Sunflowers at Grafton  
East Grafton  
Marlborough  
SN8 3DB

**Phone** 01672810478

**Email** [admin@sunflowers-grafton.co.uk](mailto:admin@sunflowers-grafton.co.uk)

**Website** [www.sunflowers-grafton.org](http://www.sunflowers-grafton.org)

## Activities

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**Objects:** TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN UNDER STATUTORY SCHOOL AGE AND OF PRIMARY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN AND BY:(A) OFFERING APPROPRIATE PLAY, EDUCATION AND CARE FACILITIES WITHIN THE CONTEXT OF A WELCOMING AND HEALTHY ENVIRONMENT AND ENSURING PROVISION OF OPPORTUNITIES FOR ALL CHILDREN REGARDLESS OF THEIR RACE, CULTURE, RELIGION, MEANS OR ABILITY;(B) PROVIDING OPPORTUNITIES FOR PARENTS AND MEMBERS OF THE COMMUNITY TO TAKE RESPONSIBILITY FOR, AND TO BECOME INVOLVED IN, SUCH ACTIVITIES;(C) WORKING IN PARTNERSHIP WITH PARENTS, ORGANISATIONS, PROFESSIONALS AND THE LOCAL COMMUNITY TO ENSURE THE NEEDS OF CHILDREN AND THEIR FAMILIES ARE MET; AND(D) ADVANCING THE EDUCATION AND TRAINING OF STAFF IN THE PROVISION OF SUCH PLAY, EDUCATION AND CARE FACILITIES AS DESCRIBED ABOVE.

**Activities:** The provision of great childcare on a not for profit basis, which utilises the beautiful natural surroundings at Sunflowers at Grafton. This includes nursery care for babies and children to 5 years, from 8am to 6pm for 51 weeks; out of school care for primary school children, specifically breakfast, after school and holiday clubs; and daily school transport to one of our local primary schools.

## Classification

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

## Geography

- Wiltshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£583,447	£554,945	£184,531	15
2024-08-31	£562,778	£494,402	£156,029	15
2023-08-31	£456,787	£460,092	-	-
2022-08-31	£432,437	£430,608	-	-
2021-08-31	£424,308	£409,647	-	-
2020-08-31	£348,831	£354,291	-	-

## Trustees

Name	Role	Appointed
<b>Jonathan Clarabut Ratnage</b>	Chair	2020-05-18
Claire Marie Tarbox		2021-01-18
Grace Parker-Blagg		2025-12-01
Jenny Downie		2025-12-01
Sarah Elizabeth Wallbank Burkert		2020-07-06
Soumya Garrod		2025-12-01
Sue England		2026-02-24
TAMARA REAY		2012-06-27

**SUNFLOWERS AT GRAFTON**

England & Wales - Charity number 1147882

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# Accounts

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Company registration number: 08100944

Charity registration number: 1147882

# Sunflowers at Grafton

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 August 2025

## **Sunflowers at Grafton**

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## **Sunflowers at Grafton**

### **Reference and Administrative Details**

<b>Chairman</b>	J Ratnage
<b>Secretary</b>	L Blunden
<b>Charity Registration Number</b>	1147882
<b>Company Registration Number</b>	08100944
<b>Registered Office</b>	The charity is incorporated in England and Wales. Sunflowers at Grafton East Grafton Marlborough SN8 3DB
<b>Independent Examiner</b>	Sansum & Co Limited 1 Meadow View High Street Burbage SN8 3AF

## **Sunflowers at Grafton**

### **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 August 2025.

#### **Objectives and activities**

##### ***Objects and aims***

To enhance the development and education of children under statutory school age and of primary school age by encouraging parents to understand and provide for the needs of their children and by:

- Offering appropriate play, education and care facilities within the context of a welcoming and healthy environment and ensuring provision of opportunities for all children regardless of their race, culture, religion, means or ability;
- Providing opportunities for parents and members of the community to take responsibility for, and to become involved in, such activities;
- Working in partnership with parents, organisations, professionals and the local community to ensure the needs of families and their children are met; and
- Advancing the education and training of staff in the provision of such play, education and care facilities as described above.

## Sunflowers at Grafton

### Trustees' Report

#### *Objectives, strategies and activities*

Our main activity is the provision of great childcare on a not for profit basis, which utilises our beautiful natural surroundings. Specifically:

- Ofsted registered nursery care for babies and children to 5 years, from 7.45am to 6pm for 51 weeks each year;
- Ofsted registered out of school care for primary school children, specifically breakfast, after school and holiday clubs; and
- Daily school transport for parish children to one of our local primary schools.

#### *The way we work*

Children are at the heart of everything we do and at the top of the list is making sure that all children have fun, feel safe and are learning and developing. Along the line we make sure that all the relevant statutory boxes are ticked and that all our paperwork is in good order.

The way we work is guided by our core values: Natural, Community and Growing.

**Natural** - Outdoor adventures are fundamental to the Sunflowers at Grafton experience. We put as much time, thought, planning and resourcing into our outdoor space as we do to our indoor environment, creating a place in which every child can connect with nature. We love the outdoors, we love nature and we love all weathers.

We keep things simple, honest and practical - from our relationships with our families, to policies, procedures and pricing.

**Community** - We are part of a thriving rural community which is incredibly supportive. We encourage everyone, including parents, our team and members of our local community to play an active part in our progress. We work together so that the children at Sunflowers have the most fantastic experiences which will give them the best possible foundations for life.

Sunflowers at Grafton is a registered charity, based in buildings previously occupied by the parish school which closed in 2011. Every penny of surplus income goes into making Sunflowers an even better place.

**Growing** - We are continually exploring ways in which to do things better and encourage feedback from families, our team and the community to help us improve.

Our activities are managed and run by a qualified, professional team. Sunflowers at Grafton is a significant local employer, with over 20 full-time and part-time employees. The majority of these roles are filled by residents of Grafton Parish or neighbouring Parishes.

We have high expectations and every member of the team plays a key part in our success. Roles and responsibilities are clearly defined and the team work together effectively to deliver an amazing service. We look for regular opportunities to involve members of our local community to share their skills, expertise and time on a voluntary basis.

Sunflowers at Grafton is committed to safeguarding and promoting the welfare of our children and expects our staff team and volunteers to share that commitment.

## **Sunflowers at Grafton**

### **Trustees' Report**

#### **Achievements and performance**

This was a much more settled year following on from our annus horribilis in 2023-24 which was dominated by two minibus thefts. Fundraising continued throughout the year and, thanks to continuing generous help and donations from friends and community, we replaced our second vehicle in August 2025.

Trustees established a working party to complete a review of pricing, sessions and early years funding in response to the significant changes we have seen in the landscape for early years provision. Specifically the extension of funding to 9 month olds from September 2024, continued underfunding across all age groups, and the implications of DFE pronouncements in February 2025. Alongside this are the impact of wider government policies of increasing Employer NI rates and the increase in minimum wage rates. The combined impact of these factors has proved challenging for the whole sector and the working party objective is to make recommendations for a model that provides a solid foundation – minimising risk and maximising income – which is in keeping with family needs and compliant with statutory requirements.

Trustees maintained a focus on the advancement of our wraparound care through the appointment of a Leader for this income stream and the development of relationships with our local primary schools is a key element. Last year we opened a Breakfast Club at one of our local primary schools and this year we opened a Holiday Club at another local primary school.

Team welfare, well-being and recognition are always a priority and the stability of our permanent team reflects this. A commitment to education and training, celebrating individual milestones and keeping our salaries in the upper quartile for the early years sector are all important parts of this commitment

#### ***Public benefit***

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Our commitment to a positive impact in the Parish remains undimmed. In addition to providing community access to our woodland and supporting community events we have an annual programme of activities including support for our Parish baby and toddler group and organising our annual Macmillan Coffee Morning and Parish litter pick. Over recent years we have been delighted to involve more young people through offering volunteering opportunities to support local students working towards their Duke of Edinburgh awards. The charity currently welcomes four volunteers on a regular basis who support activities with the children.

#### ***Plans for future periods***

The charity intends to continue to provide good quality childcare services in both its nursery and through the provision of breakfast, after school and holiday clubs. It will be a priority over the next 3 years to make much needed improvements to the fabric of our building and grounds.

Our current Business Manager retired in early 2026 and a successful recruitment was made of a replacement. A period of handover was achieved and the new business manager will continue to establish herself within the business working closely with trustees.

## **Sunflowers at Grafton**

### **Trustees' Report**

#### **Financial review**

During the 2024 - 2025 reporting period Sunflowers at Grafton received income totalling £583,447 (2024: £562,778). The majority of this comes from childcare fees and early years funding.

Expenses total £554,945 (2024: £494,402). Salaries, property costs and consumables relating to the provision of childcare services are the highest expense items.

Donations, fundraising and insurance monies made up £11,721 of our income. We spent £32,919 on grounds security, the costs associated with interim replacement vehicles and the purchase of a second replacement vehicle. The remaining £2,222 from the two years of fundraising is carried over to 2025/26.

Trustees are pleased to report a small surplus for the year, which will be used to support and improve the ongoing work at the charity.

#### ***Policy on reserves***

In setting our reserves policy we are conscious of the need to ensure that sufficient reserves exist to enable normal operating activities to continue in the event of variations in income and to take account of essential unplanned expenditure in the year ahead.

The balance of unrestricted funds at the end of August 2025 was £179,789 (2024: £153,172) and includes the following designations:

- Contingency reserve £75,000 (2024: £65,000)
- General fund £76,393 (2024: £59,625)
- Building and grounds fund £20,174 (2024: £10,174)
- Minibus and security £8,222 (2024: £18,250)

Trustees have assessed the risks faced by the organisation and their likely cost implications and aim to build our Contingency Reserve Fund to £138,000 which equates to 3 months of operational expenditure. Whilst our Contingency Reserve remains below the desired level trustees are comfortable with overall level of reserves and conscious that building reserves to £138,000 will be difficult to achieve.

Reserves will be monitored quarterly by the trustees, looking both at current free reserves and the forecast position for the year end. This ensures that remedial action can be taken quickly in the event of an unexpected, significant, or irreversible deficit.

## **Sunflowers at Grafton**

### **Trustees' Report**

#### **Structure, governance and management**

##### ***Organisational structure***

Sunflowers at Grafton is a charitable company limited by guarantee. The organisation is governed by a Board of Trustees. Each trustee is required to be a director of the company. At each annual general meeting one-third of trustees must retire from office and are then entitled to stand for re-election.

The directors and board of trustees meet 4 times a year to decide on such matters as strategic policies and major decisions relating to the affairs of Sunflowers at Grafton. The board of trustees is specifically required to determine childcare fees and to take responsibility for the organisations assets.

Each of the trustees guarantees to pay the sum of £1 in the event of insolvency. A memorandum of association is in place which details the objectives and powers of the charity and it is governed by articles of association.

All trustees and volunteers give of their time freely and no remuneration or expenses were paid during the reporting period.

A Business Manager reports to the Board of Trustees and leads the Senior Leadership Team (SLT) which manages the day-to-day operations.

#### **Trustees and officers**

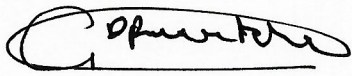
The trustees and officers serving during the year and since the year end were as follows:

Trustees:	T Reay
	S McCalla (resigned 24 February 2026)
	N Airey
	J Ratnage
	S Burkert
	C Tarbox
	G Winn (resigned 25 November 2024)
	S England (appointed 24 February 2026)
	S Garrod (appointed 1 December 2025)
	G Parker-Blagg (appointed 1 December 2025)
	J Downie (appointed 1 December 2025)
Chairman:	J Ratnage
Secretary:	S England (resigned 25 March 2026)
	L Blunden (appointed 25 March 2026)

**Sunflowers at Grafton**

**Trustees' Report**

The annual report was approved by the trustees of the charity on 27 May 2026 and signed on its behalf by:



.....  
G Parker-Blagg  
Trustee

## Sunflowers at Grafton

### Statement of Trustees' Responsibilities

The trustees (who are also the directors of Sunflowers at Grafton 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".

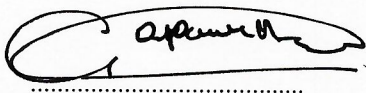
Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources 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.

Approved by the trustees of the charity on 27 May 2026 and signed on its behalf by:



.....  
G Parker-Blagg  
Trustee

## **Sunflowers at Grafton**

### **Independent Examiner's Report to the trustees of Sunflowers at Grafton ('the Company')**

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

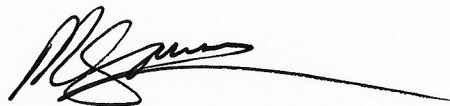
#### **Independent examiner's statement**

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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 Sunflowers at Grafton 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.



.....  
M Sansum FCA  
ICAEW

1 Meadow View  
High Street  
Burbage  
SN8 3AF

27 May 2026

## **Sunflowers at Grafton**

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

	Note	Unrestricted £	Restricted £	Total 2025 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	8,063	1,552	9,615
Charitable activities	4	545,144	8,590	553,734
Other income	5	20,098	-	20,098
Total Income		<u>573,305</u>	<u>10,142</u>	<u>583,447</u>
<b>Expenditure on:</b>				
Raising funds		(276)	-	(276)
Charitable activities	6	(519,528)	(8,380)	(527,908)
Other expenditure	7	(26,761)	-	(26,761)
Total Expenditure		<u>(546,565)</u>	<u>(8,380)</u>	<u>(554,945)</u>
Net income		<u>26,740</u>	<u>1,762</u>	<u>28,502</u>
Net movement in funds		26,740	1,762	28,502
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>153,049</u>	<u>2,980</u>	<u>156,029</u>
Total funds carried forward	19	<u><u>179,789</u></u>	<u><u>4,742</u></u>	<u><u>184,531</u></u>

The notes on pages 13 to 24 form an integral part of these financial statements.

## **Sunflowers at Grafton**

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

For the year ended 31 August 2024

	Note	Unrestricted £	Restricted £	Total 2024 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	39,894	-	39,894
Charitable activities	4	489,349	10,615	499,964
Other income	5	22,920	-	22,920
Total Income		<u>552,163</u>	<u>10,615</u>	<u>562,778</u>
<b>Expenditure on:</b>				
Raising funds		(783)	-	(783)
Charitable activities	6	(481,925)	(9,271)	(491,196)
Other expenditure	7	(1,175)	(1,248)	(2,423)
Total Expenditure		<u>(483,883)</u>	<u>(10,519)</u>	<u>(494,402)</u>
Net income		<u>68,280</u>	<u>96</u>	<u>68,376</u>
Net movement in funds		68,280	96	68,376
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>84,769</u>	<u>2,884</u>	<u>87,653</u>
Total funds carried forward	19	<u>153,049</u>	<u>2,980</u>	<u>156,029</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 19.

The notes on pages 13 to 24 form an integral part of these financial statements.

## Sunflowers at Grafton

(Registration number: 08100944)  
Balance Sheet as at 31 August 2025

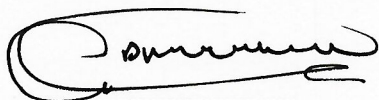
	Note	2025 £	2024 £
<b>Fixed assets</b>			
Tangible assets	14	54,096	36,228
<b>Current assets</b>			
Debtors	15	21,668	21,717
Cash at bank and in hand	16	127,128	121,141
		148,796	142,858
<b>Creditors: Amounts falling due within one year</b>	17	(18,361)	(23,057)
<b>Net current assets</b>		130,435	119,801
<b>Net assets</b>		184,531	156,029
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds	19	4,742	2,980
<b>Unrestricted income funds</b>			
Unrestricted funds		179,789	153,049
<b>Total funds</b>	19	184,531	156,029

For the financial year ending 31 August 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 10 to 24 were approved by the trustees, and authorised for issue on 27 May 2026 and signed on their behalf by:



G Parker-Blagg  
Trustee

The notes on pages 13 to 24 form an integral part of these financial statements.

## **Sunflowers at Grafton**

### **Notes to the Financial Statements for the Year Ended 31 August 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 £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Sunflowers at Grafton  
East Grafton  
Marlborough  
SN8 3DB

These financial statements were authorised for issue by the trustees on 27 May 2026.

#### **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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

##### **Basis of preparation**

Sunflowers at Grafton 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.

##### **Income and endowments**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

## **Sunflowers at Grafton**

### **Notes to the Financial Statements for the Year Ended 31 August 2025**

#### ***Donations and legacies***

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

#### ***Grants receivable***

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

#### ***Investment income***

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### ***Raising funds***

These costs are incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

#### ***Charitable activities***

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**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

#### **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.

## **Sunflowers at Grafton**

### **Notes to the Financial Statements for the Year Ended 31 August 2025**

#### **Tangible fixed assets**

Individual fixed assets costing £250.00 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:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Office equipment	33% straight line
Pre-school & nursery equipment	33% straight line
Fixtures & fittings	33% straight line
Motor vehicles	20% straight line
Leasehold improvements	10% straight line

#### **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**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

#### **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.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

## **Sunflowers at Grafton**

### **Notes to the Financial Statements for the Year Ended 31 August 2025**

#### **Pensions and other post retirement obligations**

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity 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 in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2025

#### 3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total funds £
Donations and legacies;			
Donations from individuals and events	7,855	1,552	9,407
Donations from fundraising events	208	-	208
<b>Total for 2025</b>	<b>8,063</b>	<b>1,552</b>	<b>9,615</b>
<b>Total for 2024</b>	<b>39,894</b>	<b>-</b>	<b>39,894</b>

#### 4 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total funds £
Childcare income	545,144	8,590	553,734
<b>Total for 2025</b>	<b>545,144</b>	<b>8,590</b>	<b>553,734</b>
<b>Total for 2024</b>	<b>489,349</b>	<b>10,615</b>	<b>499,964</b>

#### 5 Other income

	Unrestricted funds General £	Total funds £
Minibus and other income	20,098	20,098
<b>Total for 2025</b>	<b>20,098</b>	<b>20,098</b>
<b>Total for 2024</b>	<b>22,920</b>	<b>22,920</b>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2025

#### 6 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total funds £
Childcare income		30,266	-	30,266
Staff costs		418,788	8,380	427,168
Allocated support costs		66,640	-	66,640
Governance costs	8	3,834	-	3,834
<b>Total for 2025</b>		<u>519,528</u>	<u>8,380</u>	<u>527,908</u>
<b>Total for 2024</b>		<u>481,925</u>	<u>9,271</u>	<u>491,196</u>

In addition to the expenditure analysed above, there are also governance costs of £3,834 (2024 - £9,291) which relate directly to charitable activities. See note 8 for further details.

#### 7 Other expenditure

	Note	Unrestricted funds Designated £	Unrestricted funds General £	Restricted funds £	Total funds £
Staff costs					
Wages and salaries		-	3,955	-	3,955
Other staff costs		-	594	-	594
Depreciation, amortisation and other similar costs		381	8,663	-	9,044
Minibus expenditure		-	13,168	-	13,168
<b>Total for 2025</b>		<u>381</u>	<u>26,380</u>	<u>-</u>	<u>26,761</u>
<b>Total for 2024</b>		<u>381</u>	<u>794</u>	<u>1,248</u>	<u>2,423</u>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2025

#### 8 Analysis of governance costs

##### Governance costs

	Unrestricted funds General £	Total funds £
Independent examiner fees		
Examination of the financial statements	1,570	1,570
Other fees paid to examiners	1,115	1,115
Legal fees	729	729
Other governance costs	420	420
<b>Total for 2025</b>	<u>3,834</u>	<u>3,834</u>
<b>Total for 2024</b>	<u>9,291</u>	<u>9,291</u>

#### 9 Net incoming/outgoing resources

Net incoming resources for the year include:

	2025 £	2024 £
Loss on disposal of fixed assets held for the charity's own use	293	(18,526)
Depreciation of fixed assets	<u>8,751</u>	<u>4,854</u>

#### 10 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.

#### 11 Staff costs

The aggregate payroll costs were as follows:

	2025 £	2024 £
<b>Staff costs during the year were:</b>		
Wages and salaries	412,118	377,611
Pension costs	17,864	11,698
Other staff costs	<u>1,735</u>	<u>2,987</u>
	<u>431,717</u>	<u>392,296</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2025

	<b>2025</b>	<b>2024</b>
	<b>No</b>	<b>No</b>
Average number of persons employed	15	15

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

#### 12 Independent examiner's remuneration

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Examination of the financial statements	1,570	7,860
<b>Other fees to examiners</b>		
All other services	1,115	1,089

#### 13 Taxation

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

#### 14 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Motor vehicles £	Other tangible fixed asset £	Total £
<b>Cost</b>					
At 1 September					
2024	12,118	4,994	30,120	23,080	70,312
Additions	1,657	1,269	24,063	-	26,989
Disposals	(472)	(980)	(119)	(4,340)	(5,911)
At 31 August 2025	13,303	5,283	54,064	18,740	91,390
<b>Depreciation</b>					
At 1 September					
2024	6,643	4,515	1,370	21,557	34,085
Charge for the year	752	488	6,401	1,110	8,751
Eliminated on disposals	(102)	(980)	(120)	(4,340)	(5,542)
At 31 August 2025	7,293	4,023	7,651	18,327	37,294
<b>Net book value</b>					
At 31 August 2025	6,010	1,260	46,413	413	54,096
At 31 August 2024	5,475	479	28,750	1,523	36,227

Included within the net book value of land and buildings above is £Nil (2024 - £Nil) in respect of freehold land and buildings and £6,010 (2024 - £5,475) in respect of leaseholds.

## **Sunflowers at Grafton**

### **Notes to the Financial Statements for the Year Ended 31 August 2025**

#### **15 Debtors**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Trade debtors	16,027	11,971
Prepayments	5,529	4,601
Other debtors	112	5,145
	<u>21,668</u>	<u>21,717</u>

Trade debtors include debt that is not currently due for payment totalling £11,825 (2024: £11,062)

#### **16 Cash and cash equivalents**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Cash at bank	<u>127,128</u>	<u>121,141</u>

#### **17 Creditors: amounts falling due within one year**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Trade creditors	4,949	2,811
Other creditors	12,212	9,297
Accruals	1,200	10,949
	<u>18,361</u>	<u>23,057</u>

#### **18 Pension and other schemes**

##### **Defined contribution pension scheme**

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £17,864 (2024 - £11,698).

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2025

#### 19 Funds

	Balance at 1 September 2024 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 August 2025 £
<b>Unrestricted funds</b>					
<i>General</i>					
General funds	59,625	563,554	(544,850)	(1,936)	76,393
<i>Designated</i>					
Contingency reserve	65,000	-	-	10,000	75,000
Buildings and grounds - essential mainenance and improvements	10,174	-	-	10,000	20,174
Minibus and security	18,250	9,751	(1,715)	(18,064)	8,222
	<u>93,424</u>	<u>9,751</u>	<u>(1,715)</u>	<u>1,936</u>	<u>103,396</u>
<b>Total unrestricted funds</b>	<u>153,049</u>	<u>573,305</u>	<u>(546,565)</u>	<u>-</u>	<u>179,789</u>
<b>Restricted funds</b>					
Inclusion funding	2,980	6,953	(8,380)	-	1,553
Early years expansion funding	-	3,189	-	-	3,189
	<u>2,980</u>	<u>10,142</u>	<u>(8,380)</u>	<u>-</u>	<u>4,742</u>
<b>Total restricted funds</b>	<u>2,980</u>	<u>10,142</u>	<u>(8,380)</u>	<u>-</u>	<u>4,742</u>
<b>Total funds</b>	<u>156,029</u>	<u>583,447</u>	<u>(554,945)</u>	<u>-</u>	<u>184,531</u>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2025

	Balance at 1 September 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 August 2024 £
<b>Unrestricted funds</b>					
<i>General</i>					
General funds	19,214	552,163	(483,502)	(28,250)	59,625
<i>Designated</i>					
Contingency reserve	55,000	-	-	10,000	65,000
Buildings and grounds - essential mainenance and improvements	10,555	-	(381)	-	10,174
Minibus and security	-	-	-	18,250	18,250
	<u>65,555</u>	<u>-</u>	<u>(381)</u>	<u>28,250</u>	<u>93,424</u>
<b>Total unrestricted funds</b>	<u>84,769</u>	<u>552,163</u>	<u>(483,883)</u>	<u>-</u>	<u>153,049</u>
<b>Restricted</b>					
Grant income	500	3,825	(4,325)	-	-
Inclusion funding	2,384	6,790	(6,194)	-	2,980
<b>Total restricted funds</b>	<u>2,884</u>	<u>10,615</u>	<u>(10,519)</u>	<u>-</u>	<u>2,980</u>
<b>Total funds</b>	<u>87,653</u>	<u>562,778</u>	<u>(494,402)</u>	<u>-</u>	<u>156,029</u>

#### 20 Analysis of net assets between funds

##### At 31 August 2025

	Unrestricted funds		Restricted funds £	Total funds at 31 August 2025 £
	General £	Designated £		
Tangible fixed assets	53,268	828	-	54,096
Current assets	66,659	77,396	4,741	148,796
Current liabilities	(18,361)	-	-	(18,361)
<b>Total net assets</b>	<u>101,566</u>	<u>78,224</u>	<u>4,741</u>	<u>184,531</u>

##### At 31 August 2024

	Unrestricted funds		Restricted funds £	Total funds at 31 August 2024 £
	General £	Designated £		
Tangible fixed assets	34,027	1,209	992	36,228
Current assets	77,028	63,965	1,865	142,858
Current liabilities	(23,057)	-	-	(23,057)
<b>Total net assets</b>	<u>87,998</u>	<u>65,174</u>	<u>2,857</u>	<u>156,029</u>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2025

#### 21 Analysis of net funds

	<b>At 1 September 2024 £</b>	<b>Financing cash flows £</b>	<b>At 31 August 2025 £</b>
Cash at bank and in hand	<u>121,141</u>	<u>5,986</u>	<u>127,127</u>
Net funds	<u>121,141</u>	<u>5,986</u>	<u>127,127</u>

	<b>At 1 September 2023 £</b>	<b>Financing cash flows £</b>	<b>At 31 August 2024 £</b>
Cash at bank and in hand	<u>69,346</u>	<u>51,795</u>	<u>121,141</u>
Net funds	<u>69,346</u>	<u>51,795</u>	<u>121,141</u>

**SUNFLOWERS AT GRAFTON**

England & Wales - Charity number 1147882

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# Accounts

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Company registration number: 08100944

Charity registration number: 1147882

# Sunflowers at Grafton

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 August 2024

## **Sunflowers at Grafton**

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## Sunflowers at Grafton

### Reference and Administrative Details

<b>Chairman</b>	J Ratnage
<b>Secretary</b>	S England
<b>Charity Registration Number</b>	1147882
<b>Company Registration Number</b>	08100944
<b>Registered Office</b>	The charity is incorporated in England and Wales. Sunflowers at Grafton East Grafton Marlborough SN8 3DB
<b>Independent Examiner</b>	Sansum & Co Limited 1 Meadow View High Street Burbage SN8 3AF

## **Sunflowers at Grafton**

### **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 August 2024.

#### **Objectives and activities**

##### ***Objects and aims***

To enhance the development and education of children under statutory school age and of primary school age by encouraging parents to understand and provide for the needs of their children and by:

- Offering appropriate play, education and care facilities within the context of a welcoming and healthy environment and ensuring provision of opportunities for all children regardless of their race, culture, religion, means or ability;
- Providing opportunities for parents and members of the community to take responsibility for, and to become involved in, such activities;
- Working in partnership with parents, organisations, professionals and the local community to ensure the needs of families and their children are met; and
- Advancing the education and training of staff in the provision of such play, education and care facilities as described above.

## Sunflowers at Grafton

### Trustees' Report

#### *Objectives, strategies and activities*

Our main activity is the provision of great childcare on a not for profit basis, which utilises our beautiful natural surroundings. Specifically:

- Ofsted registered nursery care for babies and children to 5 years, from 7.50am to 6pm for 51 weeks each year;
- Ofsted registered out of school care for primary school children, specifically breakfast, after school and holiday clubs; and
- Daily school transport for parish children to one of our local primary schools.

#### *The way we work*

Children are at the heart of everything we do and at the top of the list is making sure that all children have fun, feel safe and are learning and developing. Along the line we make sure that all the relevant statutory boxes are ticked and that all our paperwork is in good order.

The way we work is guided by our core values: Natural, Community and Growing.

**Natural** - Outdoor adventures are fundamental to the Sunflowers at Grafton experience. We put as much time, thought, planning and resourcing into our outdoor space as we do to our indoor environment, creating a place in which every child can connect with nature. We love the outdoors, we love nature and we love all weathers.

We keep things simple, honest and practical - from our relationships with our families, to policies, procedures and pricing.

**Community** - We are part of a thriving rural community which is incredibly supportive. We encourage everyone, including parents, our team and members of our local community to play an active part in our progress. We work together so that the children at Sunflowers have the most fantastic experiences which will give them the best possible foundations for life.

Sunflowers at Grafton is a registered charity, based in buildings previously occupied by the parish school which closed in 2011. Every penny of surplus income goes into making Sunflowers an even better place.

**Growing** - We are continually exploring ways in which to do things better and encourage feedback from families, our team and the community to help us improve.

Our activities are managed and run by a qualified, professional team. Sunflowers at Grafton is a significant local employer, with over 20 full-time and part-time employees. The majority of these roles are filled by residents of Grafton Parish or neighbouring Parishes.

We have high expectations and every member of the team plays a key part in our success. Roles and responsibilities are clearly defined and the team work together effectively to deliver an amazing service. We look for regular opportunities to involve members of our local community to share their skills, expertise and time on a voluntary basis.

Sunflowers at Grafton is committed to safeguarding and promoting the welfare of our children and expects our staff team and volunteers to share that commitment.

## **Sunflowers at Grafton**

### **Trustees' Report**

#### **Achievements and performance**

This is not a year on which we shall look back with undiluted pleasure. It was an annus horribilis dominated by two minibus thefts, the first in September 2023 and the second in April 2024.

Following the September theft and burning out of our 15-seat minibus our fundraising enabled security improvements in our grounds. Despite these security measures our 12-seat minibus was stolen on Easter Monday and found burnt out early the following morning.

The proceeds from fundraising activities large and small, together with insurance monies for the vehicle we owned and incredibly generous donations, allowed us to purchase the first replacement vehicle in June. We hope to be a position to replace the second vehicle in early 2025.

That we managed through the year with no disruption to the services that rely on this transport was nothing short of a miracle – testament both to the management team and to the immense kindness and generosity of friends across the community and further afield who rallied around to support.

Throughout the year we continued to see changes in the landscape for wraparound care, specifically breakfast, after school and holiday clubs, and this was heightened by the change of government in July. Securing income from our wraparound care was a priority and the most significant response was the opening of a breakfast club run by Sunflowers at Grafton based at one of our local Primary Schools.

Team welfare, well-being and recognition are always a priority, and the stability of our permanent team reflects this. A commitment to education and training, celebrating individual milestones and keeping our salaries in the upper quartile for the early years sector are all important parts of this commitment. During this year we implemented an additional increase in fees in order to continue to keep our salaries ahead of the large increase in National Living Wage.

The impact of the minibus thefts was felt most keenly in the diversion of time and energy away from progressing the objectives of last year's strategic review which is a frustration. We look forward to being able to move forward in 2024/25.

#### ***Public benefit***

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Our commitment to a positive impact in the Parish remains undimmed. In addition to providing community access to our woodland and playground and supporting community events we have an annual programme of activities including support for our Parish baby and toddler group and organising our annual Macmillan Coffee Morning and Parish litter pick. Over recent years we have been delighted to involve more young people through offering volunteering opportunities to support local students working towards their Duke of Edinburgh awards.

## Sunflowers at Grafton

### Trustees' Report

#### **Financial review**

During the 2023-24 reporting period Sunflowers at Grafton received income totalling £562,778 (2023: £456,787). The majority of this comes from childcare fees and early years funding.

Expenses total £494,402 (2023: £460,092). Salaries, property costs and consumables relating to the provision of childcare services are the highest expense items. £381 of these expenses are set against the Building and Grounds Fund set aside in 2021 for essential building and maintenance.

Funds to recover from the theft of our minibuses reached just over £59,000 by the end of the year - this total was made up of insurance monies, donations and fundraising. We spent £40,846 on grounds security, the costs associated with interim replacement vehicles and the purchase of a replacement vehicle. The remaining, just over £18,000, is carried over to 2024/25.

Trustees are pleased to report that, if we exclude the impact of the minibus thefts from income and expense figures, we see a return to a small surplus for the year.

#### ***Policy on reserves***

In setting our reserves policy we are conscious of the need to ensure that sufficient reserves exist to enable normal operating activities to continue in the event of variations in income and to take account of essential unplanned expenditure in the year ahead.

The balance of unrestricted funds at the end of August 2024 was £153,172 (2023: £84,769) and includes the following designations:

- Contingency reserve £65,000 (2023: £55,000)
- General fund £88,346 (2023: £19,214)
- Building and grounds fund £10,174 (2023: £10,555)
- minibus and security £18,250 (2023: £Nil)

Trustees have assessed the risks faced by the organisation and their likely cost implications and aim to build our Contingency Reserve Fund to £114,000 which equates to 3 months of operational expenditure. Whilst our Contingency Reserve remains below the desired level trustees are comfortable with overall level of reserves and conscious that building reserves to £114,000 will be difficult to achieve.

Reserves will be monitored quarterly by the trustees, looking both at current free reserves and the forecast position for the year end. This ensures that remedial action can be taken quickly in the event of an unexpected, significant, or irreversible deficit.

## Sunflowers at Grafton

### Trustees' Report

#### **Structure, governance and management**

##### ***Organisational structure***

Sunflowers at Grafton is a charitable company limited by guarantee. The organisation is governed by a Board of Trustees. Each trustee is required to be a director of the company. At each annual general meeting one-third of trustees must retire from office and are then entitled to stand for re-election.

The directors and board of trustees meet 4 times a year to decide on such matters as strategic policies and major decisions relating to the affairs of Sunflowers at Grafton. The board of trustees is specifically required to determine childcare fees and to take responsibility for the organisations assets.

Each of the trustees guarantees to pay the sum of £1 in the event of insolvency. A memorandum of association is in place which details the objectives and powers of the charity and it is governed by articles of association.

All trustees and volunteers give of their time freely and no remuneration or expenses were paid during the reporting period.

A Business Manager reports to the Board of Trustees and leads the Senior Leadership Team (SLT) which manages the day-to-day operations.

#### **Trustees and officers**

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

Trustees:	T Reay
	S McCalla
	N Airey
	J Ratnage
	S Burkert
	C Tarbox
	G Winn (Resigned 25 November 2024)

Chairman:	J Ratnage
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Secretary:	S England
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#### **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 2 June 2025 and signed on its behalf by:



J Ratnage  
Chairman and Trustee

## Sunflowers at Grafton

### Statement of Trustees' Responsibilities

The trustees (who are also the directors of Sunflowers at Grafton 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.

Approved by the trustees of the charity on 2 June 2025 and signed on its behalf by:



J Ratnage  
Chairman and trustee

## Sunflowers at Grafton

### **Independent Auditor's Report to the Members of Sunflowers at Grafton**

#### **Opinion**

We have audited the financial statements of Sunflowers at Grafton (the 'charity') for the year ended 31 August 2024, which comprise the Statement of Financial Activities, Balance Sheet, and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 August 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

#### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## Sunflowers at Grafton

### **Independent Auditor's Report to the Members of Sunflowers at Grafton**

#### **Opinion on other matter prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities (set out on page 7), the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

#### **Auditor responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Our audit procedures are designed primarily to express an opinion on the financial statements as a whole and, consequently, do not provide absolute assurance that all irregularities, including fraud, will be detected. However, in designing our audit, we considered the charity's internal controls relevant to the preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances. These procedures included inquiries of management, analytical review, testing of selected transactions, and evaluation of the overall control environment.

While the risk of not detecting a material misstatement due to fraud is higher than for one resulting from error, we have exercised professional skepticism throughout the audit and considered the possibility of management override of controls or collusion. Based on the procedures performed, we did not identify any material irregularities or instances of fraud during the audit period.

## Sunflowers at Grafton

### **Independent Auditor's Report to the Members of Sunflowers at Grafton**

#### **Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.



.....  
(Senior Statutory Auditor)

For and on behalf of Sansum & Co Limited, Statutory Auditor

1 Meadow View  
High Street  
Burbage  
SN8 3AF

25 June 2025

## Sunflowers at Grafton

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

	Note	Unrestricted £	Restricted £	Total 2024 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	39,894	-	39,894
Charitable activities	4	489,349	10,615	499,964
Other income	5	22,920	-	22,920
Total Income		<u>552,163</u>	<u>10,615</u>	<u>562,778</u>
<b>Expenditure on:</b>				
Raising funds		(783)	-	(783)
Charitable activities	6	(481,925)	(9,271)	(491,196)
Other expenditure	7	(1,175)	(1,248)	(2,423)
Total Expenditure		<u>(483,883)</u>	<u>(10,519)</u>	<u>(494,402)</u>
Net income		<u>68,280</u>	<u>96</u>	<u>68,376</u>
Net movement in funds		68,280	96	68,376
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>84,769</u>	<u>2,884</u>	<u>87,653</u>
Total funds carried forward	19	<u><u>153,049</u></u>	<u><u>2,980</u></u>	<u><u>156,029</u></u>

The notes on pages 14 to 25 form an integral part of these financial statements.

## Sunflowers at Grafton

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

For the year ended 31 August 2023

	Note	Unrestricted £	Restricted £	Total 2023 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	1,377	-	1,377
Charitable activities	4	433,584	4,500	438,084
Other income	5	<u>17,326</u>	-	<u>17,326</u>
Total Income		<u>452,287</u>	<u>4,500</u>	<u>456,787</u>
<b>Expenditure on:</b>				
Charitable activities	6	(438,608)	(2,108)	(440,716)
Other expenditure	7	<u>(18,868)</u>	<u>(508)</u>	<u>(19,376)</u>
Total Expenditure		<u>(457,476)</u>	<u>(2,616)</u>	<u>(460,092)</u>
Net (expenditure)/income		<u>(5,189)</u>	<u>1,884</u>	<u>(3,305)</u>
Net movement in funds		(5,189)	1,884	(3,305)
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>89,958</u>	<u>1,000</u>	<u>90,958</u>
Total funds carried forward	19	<u><u>84,769</u></u>	<u><u>2,884</u></u>	<u><u>87,653</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 19.

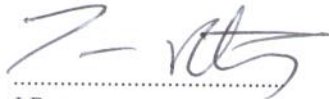
The notes on pages 14 to 25 form an integral part of these financial statements.

## Sunflowers at Grafton

(Registration number: 08100944)  
Balance Sheet as at 31 August 2024

	Note	2024 £	2023 £
<b>Fixed assets</b>			
Tangible assets	14	36,228	7,015
<b>Current assets</b>			
Debtors	15	21,717	24,502
Cash at bank and in hand	16	<u>121,141</u>	<u>69,346</u>
		142,858	93,848
<b>Creditors: Amounts falling due within one year</b>	17	<u>(23,057)</u>	<u>(13,210)</u>
<b>Net current assets</b>		<u>119,801</u>	<u>80,638</u>
<b>Net assets</b>		<u>156,029</u>	<u>87,653</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds	19	2,857	2,884
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>153,172</u>	<u>84,769</u>
<b>Total funds</b>	19	<u>156,029</u>	<u>87,653</u>

The financial statements on pages 11 to 25 were approved by the trustees, and authorised for issue on 2 June 2025 and signed on their behalf by:



J Ratnage  
Chairman and Trustee

The notes on pages 14 to 25 form an integral part of these financial statements.

## **Sunflowers at Grafton**

### **Notes to the Financial Statements for the Year Ended 31 August 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 £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Sunflowers at Grafton  
East Grafton  
Marlborough  
SN8 3DB

These financial statements were authorised for issue by the trustees on 2 June 2025.

#### **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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

##### **Basis of preparation**

Sunflowers at Grafton 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.

##### **Income and endowments**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

## **Sunflowers at Grafton**

### **Notes to the Financial Statements for the Year Ended 31 August 2024**

#### ***Donations and legacies***

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

#### ***Grants receivable***

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

#### ***Investment income***

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### ***Raising funds***

These costs are incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

#### ***Charitable activities***

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**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

#### **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.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2024

#### **Tangible fixed assets**

Individual fixed assets costing £250.00 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:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Office equipment	33% straight line
Pre-school & nursery equipment	33% straight line
Fixtures & fittings	33% straight line
Motor vehicles	20% straight line
Leasehold improvements	10% straight line

#### **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**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

## **Sunflowers at Grafton**

### **Notes to the Financial Statements for the Year Ended 31 August 2024**

#### **Foreign exchange**

Transactions in foreign currencies are recorded at the rate of exchange at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are reported at the rates of exchange prevailing at that date.

The results of overseas operations are translated at the average rates of exchange during the period and their balance sheets at the rates ruling at the balance sheet date. Exchange differences arising on translation of the opening net assets and results of overseas operations are reported in other comprehensive income and accumulated in equity (attributed to non-controlling interests as appropriate).

Other exchange differences are recognised in the Statement of Financial Activities in the period in which they arise except for:

- 1) exchange differences on transactions entered into to hedge certain foreign currency risks (see above);
- 2) exchange differences arising on gains or losses on non-monetary items which are recognised in other comprehensive income; and
- 3) in the case of the consolidated financial statements, exchange differences on monetary items receivable from or payable to a foreign operation for which settlement is neither planned nor likely to occur (therefore forming part of the net investment in the foreign operation), which are recognised in other comprehensive income and reported under equity.

#### **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.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

#### **Pensions and other post retirement obligations**

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity 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 in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2024

#### 3 Income from donations and legacies

	Unrestricted funds General £	Total funds £
Donations and legacies; Donations from individuals and events	39,894	39,894
<b>Total for 2024</b>	<u>39,894</u>	<u>39,894</u>
<b>Total for 2023</b>	<u>1,377</u>	<u>1,377</u>

#### 4 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total funds £
Childcare income	489,349	10,615	499,964
<b>Total for 2024</b>	<u>489,349</u>	<u>10,615</u>	<u>499,964</u>
<b>Total for 2023</b>	<u>433,584</u>	<u>4,500</u>	<u>438,084</u>

#### 5 Other income

	Unrestricted funds General £	Total funds £
Minibus and other income	22,920	22,920
<b>Total for 2024</b>	<u>22,920</u>	<u>22,920</u>
<b>Total for 2023</b>	<u>17,326</u>	<u>17,326</u>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2024

#### 6 Expenditure on charitable activities

	Note	Unrestricted funds		Restricted funds £	Total funds £
		Designated £	General £		
Childcare income		-	32,866	6,017	38,883
Staff costs		-	383,166	3,200	386,366
Allocated support costs	8	-	56,602	54	56,656
Governance costs	8	-	9,291	-	9,291
<b>Total for 2024</b>		<u>-</u>	<u>481,925</u>	<u>9,271</u>	<u>491,196</u>
<b>Total for 2023</b>		<u>4,178</u>	<u>434,430</u>	<u>2,108</u>	<u>440,716</u>

In addition to the expenditure analysed above, there are also governance costs of £9,291 (2023 - £3,653) which relate directly to charitable activities. See note 8 for further details.

#### 7 Other expenditure

	Note	Unrestricted funds		Restricted funds £	Total funds £
		Designated £	General £		
Staff costs					
Wages and salaries		-	4,976	-	4,976
Other staff costs		-	329	625	954
Depreciation, amortisation and other similar costs		381	(14,676)	623	(13,672)
Minibus expenditure		-	10,165	-	10,165
<b>Total for 2024</b>		<u>381</u>	<u>794</u>	<u>1,248</u>	<u>2,423</u>
<b>Total for 2023</b>		<u>267</u>	<u>18,601</u>	<u>508</u>	<u>19,376</u>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2024

#### 8 Analysis of governance costs

##### Governance costs

	Unrestricted funds General £	Total funds £
Independent examiner fees		
Examination of the financial statements	7,860	7,860
Other fees paid to examiners	1,089	1,089
Legal fees	342	342
<b>Total for 2024</b>	<u>9,291</u>	<u>9,291</u>
<b>Total for 2023</b>	<u>3,653</u>	<u>3,653</u>

#### 9 Net incoming/outgoing resources

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

	2024 £	2023 £
Loss on disposal of fixed assets held for the charity's own use	(18,526)	-
Depreciation of fixed assets	4,854	3,688

#### 10 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.

#### 11 Staff costs

The aggregate payroll costs were as follows:

	2024 £	2023 £
<b>Staff costs during the year were:</b>		
Wages and salaries	377,611	348,123
Pension costs	11,698	9,095
Other staff costs	2,987	2,112
	<u>392,296</u>	<u>359,330</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2024

	<b>2024</b>	<b>2023</b>
	No	No
Average number of persons employed	15	15

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

#### **12 Independent examiner's remuneration**

	<b>2024</b>	<b>2023</b>
	£	£
Examination of the financial statements	7,860	1,428
<b>Other fees to examiners</b>		
All other services	1,089	1,031

#### **13 Taxation**

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

#### **14 Tangible fixed assets**

	Land and buildings £	Furniture and equipment £	Motor vehicles £	Other tangible fixed asset £	Total £
<b>Cost</b>					
At 1 September					
2023	9,249	4,359	26,230	22,463	62,301
Additions	2,869	635	30,000	617	34,121
Disposals	-	-	(26,110)	-	(26,110)
At 31 August 2024	12,118	4,994	30,120	23,080	70,312
<b>Depreciation</b>					
At 1 September					
2023	5,583	4,026	26,230	19,447	55,286
Charge for the year	1,060	489	1,250	2,109	4,908
Eliminated on disposals	-	-	(26,110)	-	(26,110)
At 31 August 2024	6,643	4,515	1,370	21,556	34,084
<b>Net book value</b>					
At 31 August 2024	5,475	479	28,750	1,524	36,228
At 31 August 2023	3,666	333	-	3,016	7,015

Included within the net book value of land and buildings above is £Nil (2023 - £Nil) in respect of freehold land and buildings and £5,475 (2023 - £4,515) in respect of leaseholds.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2024

#### 15 Debtors

	2024 £	2023 £
Trade debtors	11,971	19,755
Prepayments	4,601	4,058
Other debtors	5,145	689
	<u>21,717</u>	<u>24,502</u>

Trade debtors include debt that is not currently due for payment totalling £11,062 (2023: £5,784)

#### 16 Cash and cash equivalents

	2024 £	2023 £
Cash at bank	<u>121,141</u>	<u>69,346</u>

#### 17 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	2,811	657
Other creditors	9,297	7,256
Accruals	10,949	5,297
	<u>23,057</u>	<u>13,210</u>

#### 18 Pension and other schemes

##### Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £11,698 (2023 - £9,095).

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2024

#### 19 Funds

	Balance at 1 September 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 August 2024 £
<b>Unrestricted funds</b>					
<i>General</i>					
General funds	19,214	552,163	(483,379)	(28,250)	59,748
<i>Designated</i>					
Contingency reserve	55,000	-	-	10,000	65,000
Buildings and grounds - essential mainenance and improvements	10,555	-	(381)	-	10,174
Minibus and security	-	-	-	18,250	18,250
	<u>65,555</u>	<u>-</u>	<u>(381)</u>	<u>28,250</u>	<u>93,424</u>
<b>Total unrestricted funds</b>	<u>84,769</u>	<u>552,163</u>	<u>(483,760)</u>	<u>-</u>	<u>153,172</u>
<b>Restricted funds</b>					
Grant income	500	3,825	(4,325)	-	-
Inclusion funding	2,384	6,790	(6,317)	-	2,857
<b>Total restricted funds</b>	<u>2,884</u>	<u>10,615</u>	<u>(10,642)</u>	<u>-</u>	<u>2,857</u>
<b>Total funds</b>	<u>87,653</u>	<u>562,778</u>	<u>(494,402)</u>	<u>-</u>	<u>156,029</u>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2024

	Balance at 1 September 2022 £	Incoming resources £	Resources expended £	Balance at 31 August 2023 £
<b>Unrestricted funds</b>				
<i>General</i>				
General funds	19,958	452,106	(452,850)	19,214
<i>Designated</i>				
Contingency reserve	55,000	-	-	55,000
Buildings and grounds - essential maintenance and improvements	15,000	-	(4,445)	10,555
	<u>70,000</u>	<u>-</u>	<u>(4,445)</u>	<u>65,555</u>
<b>Total unrestricted funds</b>	<u>89,958</u>	<u>452,106</u>	<u>(457,295)</u>	<u>84,769</u>
<b>Restricted</b>				
Grant income	1,000	-	(500)	500
Inclusion funding	-	4,500	(2,116)	2,384
<b>Total restricted funds</b>	<u>1,000</u>	<u>4,500</u>	<u>(2,616)</u>	<u>2,884</u>
<b>Total funds</b>	<u>90,958</u>	<u>456,606</u>	<u>(459,911)</u>	<u>87,653</u>

#### 20 Analysis of net assets between funds

At 31 August 2024

	Unrestricted funds		Restricted funds £	Total funds at 31 August 2024 £
	General £	Designated £		
Tangible fixed assets	34,027	1,209	992	36,228
Current assets	77,028	63,965	1,865	142,858
Current liabilities	(23,057)	-	-	(23,057)
<b>Total net assets</b>	<u>87,998</u>	<u>65,174</u>	<u>2,857</u>	<u>156,029</u>

At 31 August 2023

	Unrestricted funds		Restricted funds £	Total funds at 31 August 2023 £
	General £	Designated £		
Tangible fixed assets	4,341	1,590	1,084	7,015
Current assets	28,083	63,965	1,800	93,848
Current liabilities	(13,210)	-	-	(13,210)
<b>Total net assets</b>	<u>19,214</u>	<u>65,555</u>	<u>2,884</u>	<u>87,653</u>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2024

#### 21 Off-balance sheet arrangements

The charity has entered into a lease agreement for the use of a minibus. As at 31 August 2024 the charity is committed to pay £nil (2023: £3,600) over the term of the lease.

#### 22 Analysis of net funds

	At 1 September 2023 £	Financing cash flows £	At 31 August 2024 £
Cash at bank and in hand	69,346	51,795	121,141
Net funds	69,346	51,795	121,141

	At 1 September 2022 £	Financing cash flows £	At 31 August 2023 £
Cash at bank and in hand	75,461	(6,115)	69,346
Net funds	75,461	(6,115)	69,346

**SUNFLOWERS AT GRAFTON**

England & Wales - Charity number 1147882

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# Accounts

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Company registration number: 08100944

Charity registration number: 1147882

# Sunflowers at Grafton

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 August 2023

## **Sunflowers at Grafton**

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## Sunflowers at Grafton

### Reference and Administrative Details

**Chairman** J Ratnage

**Secretary** S England

**Charity Registration Number** 1147882

**Company Registration Number** 08100944

**Registered Office** The charity is incorporated in England and Wales.  
Sunflowers at Grafton  
East Grafton  
Marlborough  
SN8 3DB

**Independent Examiner** Sansum & Co Limited  
1 Meadow View  
High Street  
Burbage  
SN8 3AF

## **Sunflowers at Grafton**

### **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 August 2023.

#### **Objectives and activities**

##### ***Objects and aims***

To enhance the development and education of children under statutory school age and of primary school age by encouraging parents to understand and provide for the needs of their children and by:

- Offering appropriate play, education and care facilities within the context of a welcoming and healthy environment and ensuring provision of opportunities for all children regardless of their race, culture, religion, means or ability;
- Providing opportunities for parents and members of the community to take responsibility for, and to become involved in, such activities;
- Working in partnership with parents, organisations, professionals and the local community to ensure the needs of families and their children are met; and
- Advancing the education and training of staff in the provision of such play, education and care facilities as described above.

## **Sunflowers at Grafton**

### **Trustees' Report**

#### ***Objectives, strategies and activities***

Our main activity is the provision of great childcare on a not for profit basis, which utilises our beautiful natural surroundings. Specifically:

- Ofsted registered nursery care for babies and children to 5 years, from 7.50am to 6pm for 51 weeks each year;
- Ofsted registered out of school care for primary school children, specifically breakfast, after school and holiday clubs; and
- Daily school transport for parish children to one of our local primary schools.

#### ***The way we work***

Children are at the heart of everything we do and at the top of the list is making sure that all children have fun, feel safe and are learning and developing. Along the line we make sure that all the relevant statutory boxes are ticked and that all our paperwork is in good order.

The way we work is guided by our core values: Natural, Community and Growing.

**Natural** - Outdoor adventures are fundamental to the Sunflowers at Grafton experience. We put as much time, thought, planning and resourcing into our outdoor space as we do to our indoor environment, creating a place in which every child can connect with nature. We love the outdoors, we love nature and we love all weathers.

We keep things simple, honest and practical - from our relationships with our families, to policies, procedures and pricing.

**Community** - We are part of a thriving rural community which is incredibly supportive. We encourage everyone, including parents, our team and members of our local community to play an active part in our progress. We work together so that the children at Sunflowers have the most fantastic experiences which will give them the best possible foundations for life.

Sunflowers at Grafton is a registered charity, based in buildings previously occupied by the parish school which closed in 2011. Every penny of surplus income goes into making Sunflowers an even better place.

**Growing** - We are continually exploring ways in which to do things better and encourage feedback from families, our team and the community to help us improve.

Our activities are managed and run by a qualified, professional team. Sunflowers at Grafton is a significant local employer, with over 20 full-time and part-time employees. The majority of these roles are filled by residents of Grafton Parish or neighbouring Parishes.

We have high expectations and every member of the team plays a key part in our success. Roles and responsibilities are clearly defined and the team work together effectively to deliver an amazing service. We look for regular opportunities to involve members of our local community to share their skills, expertise and time on a voluntary basis.

Sunflowers at Grafton is committed to safeguarding and promoting the welfare of our children and expects our staff team and volunteers to share that commitment.

## **Sunflowers at Grafton**

### **Trustees' Report**

#### **Achievements and performance**

The year had a backdrop of political and economic turmoil. In addition to managing the implications of the cost of living crisis we started to feel the impact of changes wrought into family life and the employment market by the pandemic, specifically the rise in working from home and the compressed working week.

The early years sector began to see changes to booking patterns emerging and to report that a higher proportion of children and families needed additional support following the pandemic. These factors compound the ongoing challenges of underfunding and staff recruitment and retention in the sector as a whole.

In March 2023 a significant extension of early years funding to support working parents was announced in the Spring budget. This caused ripples across the sector with fears of the underfunding crisis extending and further threatening sustainability. Overlaying this complex national picture we saw significant local changes at our local primary schools which impacted our wraparound care proposition.

These fundamental market shifts were a prompt to review our strategic priorities and consider fresh perspectives and new ideas. Trustee work streams were realigned to facilitate this review process with a continued focus on our building and a renewed focus on income streams.

From an operational perspective we got on with what we do so well – providing exceptional care and education. In May 2023 we had an Ofsted inspection and were delighted to maintain the Good rating we have held continuously since opening. An Outstanding rating in the Personal Development category was a wonderful recognition of our focus on supporting children to have a positive sense of themselves, respect for others, social skills, emotional well-being and a positive disposition to learning.

Team welfare and well-being remained front of mind as the cost of living crisis took effect. A team hub was created to share ideas to help us save energy and money both at work and at home and cost of living support was provided to the team. Celebrating individual milestones and a continued commitment to education and training reinforced our commitment to the team who work so brilliantly to make Sunflowers at Grafton such a special place.

#### ***Public benefit***

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Community access to our gardens and playground: making our minibus available for hire to community groups; and supporting community events are all part of our commitment to Grafton Parish.

We are always conscious of our impact in the community and members of our team give their time to support other community activities and events. During 2022-23 the Sunflowers' team continued to support our local baby and toddler group, organised the annual parish litter pick and supported the production and delivery of our community newsletter.

## **Sunflowers at Grafton**

### **Trustees' Report**

#### **Financial review**

During the 2022-23 reporting period Sunflowers at Grafton received income totalling £456,787 (2022: £432,437). The majority of this comes from childcare fees.

Expenses total £460,092 (2022: £430,608). Salaries, property costs and consumables relating to the provision of childcare services are the highest expense items. £4,445 of these expenses are set against the £15,000 Building and Grounds Fund set aside in 2021 for essential building and maintenance.

Trustees are mindful of the slim operational deficit (2022 - slim operational surplus) and of the significance of their role in setting strategic aims and direction and agreeing appropriate plans for a secure future.

#### ***Policy on reserves***

In setting our reserves policy, we are conscious of the need to ensure that sufficient reserves exist to enable normal operating activities to continue in the event of variations in income and to take account of essential unplanned expenditure in the year ahead.

The balance of unrestricted funds at the end of August 2023 was £81,863 (2022 - £89,958) and includes the following designations:

- Contingency reserve £55,000 (2022 - £55,000)
- General fund £11,863 (2022 - £19,958)
- Building and grounds fund £10,555 (2022 - £15,000)

Trustees have assessed the risks faced by the organisation and their likely cost implications and aim to build our Contingency Reserve Fund to £88,500 which equates to 3 months of operational expenditure. Whilst our Contingency Reserve Fund remains below the desired £88,500. The trustees are comfortable with the overall level of reserves.

Reserves will be monitored quarterly by the trustees, looking both at current free reserves and the forecast position for the year end. This ensures that remedial action can be taken quickly if required in the event of an unexpected, significant, or irreversible deficit.

## **Sunflowers at Grafton**

### **Trustees' Report**

#### **Structure, governance and management**

##### ***Organisational structure***

Sunflowers at Grafton is a charitable company limited by guarantee. The organisation is governed by a Board of Trustees. Each trustee is required to be a director of the company. At each annual general meeting one-third of trustees must retire from office and are then entitled to stand for re-election.

The directors and board of trustees meet 4 times a year to decide on such matters as strategic policies and major decisions relating to the affairs of Sunflowers at Grafton. The board of trustees is specifically required to determine childcare fees and to take responsibility for the organisations assets.

Each of the trustees guarantees to pay the sum of £1 in the event of insolvency. A memorandum of association is in place which details the objectives and powers of the charity and it is governed by articles of association.

All trustees and volunteers give of their time freely and no remuneration or expenses were paid during the reporting period.

A Business Manager reports to the Board of Trustees and leads the Senior Leadership Team (SLT) which manages the day-to-day operations.

#### **Trustees and officers**

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

Trustees:	T Reay
	S McCalla
	N Airey
	J Ratnage
	J Leighton (Resigned 23 May 2023)
	S Burkert
	R Arnold (Resigned 23 May 2023)
	C Tarbox
	G Winn

Chairman:	J Ratnage
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Secretary:	S England
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The annual report was approved by the trustees of the charity on 26 September 2024 and signed on its behalf by:



J Ratnage  
Chairman and Trustee

## Sunflowers at Grafton

### **Statement of Trustees' Responsibilities**

The trustees (who are also the directors of Sunflowers at Grafton 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.

Approved by the trustees of the charity on 26 September 2024 and signed on its behalf by:



J Ratnage  
Chairman and trustee

## Sunflowers at Grafton

### **Independent Examiner's Report to the trustees of Sunflowers at Grafton ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 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**

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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 Sunflowers at Grafton 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.



.....  
M Sansum FCA  
ICAEW

1 Meadow View  
High Street  
Burbage  
SN8 3AF

26 September 2024

## Sunflowers at Grafton

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

	Note	Unrestricted £	Restricted £	Total 2023 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	1,377	-	1,377
Charitable activities	4	433,584	4,500	438,084
Other income	5	17,326	-	17,326
Total Income		<u>452,287</u>	<u>4,500</u>	<u>456,787</u>
<b>Expenditure on:</b>				
Charitable activities	6	(438,608)	(2,108)	(440,716)
Other expenditure	7	(18,868)	(508)	(19,376)
Total Expenditure		<u>(457,476)</u>	<u>(2,616)</u>	<u>(460,092)</u>
Net (expenditure)/income		<u>(5,189)</u>	<u>1,884</u>	<u>(3,305)</u>
Net movement in funds		(5,189)	1,884	(3,305)
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>89,958</u>	<u>1,000</u>	<u>90,958</u>
Total funds carried forward	19	<u>84,769</u>	<u>2,884</u>	<u>87,653</u>

The notes on pages 12 to 22 form an integral part of these financial statements.

## **Sunflowers at Grafton**

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

For the year ended 31 August 2022

	Note	Unrestricted £	Restricted £	Total 2022 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	249	-	249
Charitable activities	4	411,438	4,470	415,908
Other income	5	<u>16,280</u>	<u>-</u>	<u>16,280</u>
Total Income		<u>427,967</u>	<u>4,470</u>	<u>432,437</u>
<b>Expenditure on:</b>				
Charitable activities	6	(410,263)	(4,470)	(414,733)
Other expenditure	7	<u>(15,375)</u>	<u>(500)</u>	<u>(15,875)</u>
Total Expenditure		<u>(425,638)</u>	<u>(4,970)</u>	<u>(430,608)</u>
Net income/(expenditure)		<u>2,329</u>	<u>(500)</u>	<u>1,829</u>
Net movement in funds		2,329	(500)	1,829
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>87,629</u>	<u>1,500</u>	<u>89,129</u>
Total funds carried forward	19	<u><u>89,958</u></u>	<u><u>1,000</u></u>	<u><u>90,958</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 19.

## Sunflowers at Grafton

**(Registration number: 08100944)**  
**Balance Sheet as at 31 August 2023**


	Note	2023 £	2022 £
<b>Fixed assets</b>			
Tangible assets	14	7,015	7,994
<b>Current assets</b>			
Debtors	15	24,502	21,271
Cash at bank and in hand	16	<u>69,346</u>	<u>75,461</u>
		93,848	96,732
<b>Creditors: Amounts falling due within one year</b>	17	<u>(13,210)</u>	<u>(13,768)</u>
<b>Net current assets</b>		<u>80,638</u>	<u>82,964</u>
<b>Net assets</b>		<u>87,653</u>	<u>90,958</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds	19	2,884	1,000
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>84,769</u>	<u>89,958</u>
<b>Total funds</b>	19	<u>87,653</u>	<u>90,958</u>

For the financial year ending 31 August 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 9 to 22 were approved by the trustees, and authorised for issue on 26 September 2024 and signed on their behalf by:



J Ratnage  
Chairman and Trustee

The notes on pages 12 to 22 form an integral part of these financial statements.

## **Sunflowers at Grafton**

### **Notes to the Financial Statements for the Year Ended 31 August 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 £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Sunflowers at Grafton  
East Grafton  
Marlborough  
SN8 3DB

These financial statements were authorised for issue by the trustees on 26 September 2024.

#### **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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

##### **Basis of preparation**

Sunflowers at Grafton 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.

##### **Income and endowments**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

## **Sunflowers at Grafton**

### **Notes to the Financial Statements for the Year Ended 31 August 2023**

#### ***Donations and legacies***

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

#### ***Grants receivable***

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

#### ***Expenditure***

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### ***Raising funds***

These costs are incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

#### ***Charitable activities***

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***

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

#### ***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 £250.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

## **Sunflowers at Grafton**

### **Notes to the Financial Statements for the Year Ended 31 August 2023**

#### **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:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Office equipment	33% straight line
Pre-school & nursery equipment	33% straight line
Fixtures & fittings	33% straight line
Motor vehicles	20% straight line
Leasehold improvements	10% straight line

#### **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**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

## **Sunflowers at Grafton**

### **Notes to the Financial Statements for the Year Ended 31 August 2023**

#### **Foreign exchange**

Transactions in foreign currencies are recorded at the rate of exchange at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are reported at the rates of exchange prevailing at that date.

The results of overseas operations are translated at the average rates of exchange during the period and their balance sheets at the rates ruling at the balance sheet date. Exchange differences arising on translation of the opening net assets and results of overseas operations are reported in other comprehensive income and accumulated in equity (attributed to non-controlling interests as appropriate).

Other exchange differences are recognised in the Statement of Financial Activities in the period in which they arise except for:

- 1) exchange differences on transactions entered into to hedge certain foreign currency risks (see above);
- 2) exchange differences arising on gains or losses on non-monetary items which are recognised in other comprehensive income; and
- 3) in the case of the consolidated financial statements, exchange differences on monetary items receivable from or payable to a foreign operation for which settlement is neither planned nor likely to occur (therefore forming part of the net investment in the foreign operation), which are recognised in other comprehensive income and reported under equity.

#### **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.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

#### **Pensions and other post retirement obligations**

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity 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 in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2023

#### 3 Income from donations and legacies

	Unrestricted funds General £	Total funds £
Donations and legacies; Donations from fundraising events	1,377	1,377
<b>Total for 2023</b>	<b>1,377</b>	<b>1,377</b>
<b>Total for 2022</b>	<b>249</b>	<b>249</b>

#### 4 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total funds £
Childcare income	433,584	4,500	438,084
<b>Total for 2023</b>	<b>433,584</b>	<b>4,500</b>	<b>438,084</b>
<b>Total for 2022</b>	<b>411,438</b>	<b>4,470</b>	<b>415,908</b>

#### 5 Other income

	Unrestricted funds General £	Total funds £
Minibus and other income	17,326	17,326
<b>Total for 2023</b>	<b>17,326</b>	<b>17,326</b>
<b>Total for 2022</b>	<b>16,280</b>	<b>16,280</b>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2023

#### 6 Expenditure on charitable activities

	Note	Unrestricted funds		Restricted funds £	Total funds £
		Designated £	General £		
Childcare income		-	30,757	1,278	32,035
Staff costs		-	353,423	830	354,253
Allocated support costs	8	4,178	46,597	-	50,775
Governance costs	8	-	3,653	-	3,653
<b>Total for 2023</b>		<u>4,178</u>	<u>434,430</u>	<u>2,108</u>	<u>440,716</u>
<b>Total for 2022</b>		<u>-</u>	<u>410,263</u>	<u>4,470</u>	<u>414,733</u>

In addition to the expenditure analysed above, there are also governance costs of £3,653 (2022 - £3,217) which relate directly to charitable activities. See note 8 for further details.

#### 7 Other expenditure

	Note	Unrestricted funds		Restricted funds £	Total funds £
		Designated £	General £		
Staff costs					
Wages and salaries		-	5,027	-	5,027
Other staff costs		-	50	-	50
Depreciation, amortisation and other similar costs		267	2,913	508	3,688
Minibus expenditure		-	10,611	-	10,611
<b>Total for 2023</b>		<u>267</u>	<u>18,601</u>	<u>508</u>	<u>19,376</u>
<b>Total for 2022</b>		<u>-</u>	<u>15,375</u>	<u>500</u>	<u>15,875</u>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2023

#### 8 Analysis of governance costs

##### Governance costs

	Unrestricted funds General £	Total funds £
Independent examiner fees		
Examination of the financial statements	1,428	1,428
Other fees paid to examiners	1,031	1,031
Legal fees	397	397
Other governance costs	797	797
<b>Total for 2023</b>	<u>3,653</u>	<u>3,653</u>
<b>Total for 2022</b>	<u>3,217</u>	<u>3,217</u>

#### 9 Net incoming/outgoing resources

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

	2023 £	2022 £
Depreciation of fixed assets	<u>3,688</u>	<u>2,703</u>

#### 10 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.

#### 11 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
<b>Staff costs during the year were:</b>		
Wages and salaries	348,123	333,475
Pension costs	9,095	6,076
Other staff costs	2,112	1,133
	<u>359,330</u>	<u>340,684</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2023

	<b>2023</b>	<b>2022</b>
	<b>No</b>	<b>No</b>
average number of persons employed	15	15

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

#### **12 Independent examiner's remuneration**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Examination of the financial statements	1,428	1,364
<b>Other fees to examiners</b>		
All other services	1,031	938

#### **13 Taxation**

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

#### **14 Tangible fixed assets**

	Land and buildings £	Furniture and equipment £	Motor vehicles £	Other tangible fixed asset £	Total £
<b>Cost</b>					
At 1 September					
2022	7,389	4,359	26,230	22,463	60,441
Additions	2,709	-	-	-	2,709
At 31 August 2023	10,098	4,359	26,230	22,463	63,150
<b>Depreciation</b>					
At 1 September					
2022	4,723	3,641	26,230	17,853	52,447
Charge for the year	860	385	-	2,443	3,688
At 31 August 2023	5,583	4,026	26,230	20,296	56,135
<b>Net book value</b>					
At 31 August 2023	4,515	333	-	2,167	7,015
At 31 August 2022	2,666	718	-	4,610	7,994

Included within the net book value of land and buildings above is £Nil (2022 - £Nil) in respect of freehold land and buildings and £4,515 (2022 - £2,666) in respect of leaseholds.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2023

#### **15 Debtors**

	2023 £	2022 £
Trade debtors	19,755	16,898
Prepayments	4,058	4,373
Other debtors	689	-
	<u>24,502</u>	<u>21,271</u>

Trade debtors include debt that is not currently due for payment totalling £5,784 (2022: £5,462)

#### **16 Cash and cash equivalents**

	2023 £	2022 £
Cash at bank	<u>69,346</u>	<u>75,461</u>

#### **17 Creditors: amounts falling due within one year**

	2023 £	2022 £
Trade creditors	657	1,299
Other creditors	7,256	7,157
Accruals	5,297	5,312
	<u>13,210</u>	<u>13,768</u>

#### **18 Pension and other schemes**

##### **Defined contribution pension scheme**

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £9,095 (2022 - £6,076).

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2023

#### 19 Funds

	Balance at 1 September 2022 £	Incoming resources £	Resources expended £	Balance at 31 August 2023 £
<b>Unrestricted funds</b>				
<i>General</i>				
General funds	19,958	452,106	(452,850)	19,214
<i>Designated</i>				
Contingency reserve	55,000	-	-	55,000
Buildings and grounds - essential maintenance and improvements	15,000	-	(4,445)	10,555
	<u>70,000</u>	<u>-</u>	<u>(4,445)</u>	<u>65,555</u>
<b>Total unrestricted funds</b>	<u>89,958</u>	<u>452,106</u>	<u>(457,295)</u>	<u>84,769</u>
<b>Restricted funds</b>				
Grant income	1,000	-	(500)	500
Inclusion funding	-	4,500	(2,116)	2,384
	<u>1,000</u>	<u>4,500</u>	<u>(2,616)</u>	<u>2,884</u>
<b>Total restricted funds</b>	<u>1,000</u>	<u>4,500</u>	<u>(2,616)</u>	<u>2,884</u>
<b>Total funds</b>	<u>90,958</u>	<u>456,606</u>	<u>(459,911)</u>	<u>87,653</u>

	Balance at 1 September 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 August 2022 £
<b>Unrestricted funds</b>					
<i>General</i>					
General funds	22,628	427,967	(425,637)	(5,000)	19,958
<i>Designated</i>					
Contingency reserve	50,000	-	-	5,000	55,000
Buildings and grounds - essential maintenance and improvements	15,000	-	-	-	15,000
	<u>65,000</u>	<u>-</u>	<u>-</u>	<u>5,000</u>	<u>70,000</u>
<b>Total unrestricted funds</b>	<u>87,628</u>	<u>427,967</u>	<u>(425,637)</u>	<u>-</u>	<u>89,958</u>
<b>Restricted</b>					
Grant income	1,500	4,470	(4,970)	-	1,000
	<u>1,500</u>	<u>4,470</u>	<u>(4,970)</u>	<u>-</u>	<u>1,000</u>
<b>Total funds</b>	<u>89,128</u>	<u>432,437</u>	<u>(430,607)</u>	<u>-</u>	<u>90,958</u>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2023

#### 20 Analysis of net assets between funds

At 31 August 2023

	Unrestricted funds		Restricted funds £	Total funds at 31 August 2023 £
	General £	Designated £		
Tangible fixed assets	4,341	1,590	1,084	7,015
Current assets	93,848	-	-	93,848
Current liabilities	(13,210)	-	-	(13,210)
Total net assets	<u>84,979</u>	<u>1,590</u>	<u>1,084</u>	<u>87,653</u>

At 31 August 2022

	Unrestricted funds		Restricted funds £	Total funds at 31 August 2022 £
	General £	Designated £		
Tangible fixed assets		6,994	1,000	7,994
Current assets		96,732	-	96,732
Current liabilities		(13,768)	-	(13,768)
Total net assets		<u>89,958</u>	<u>1,000</u>	<u>90,958</u>

#### 21 Related party transactions

There were no related party transactions in the year.

#### 22 Off-balance sheet arrangements

The charity has entered into a lease agreement for the use of a minibus. As at 31 August 2023 the charity is committed to pay £3,600 (2022: £7,200) over the term of the lease.

#### 23 Analysis of net funds

	At 1 September 2022 £	Financing cash flows £	At 31 August 2023 £
	Cash at bank and in hand		<u>75,461</u>
Net debt	<u>75,461</u>	<u>(6,115)</u>	<u>69,346</u>
	At 1 September 2021 £	Financing cash flows £	At 31 August 2022 £
	Cash at bank and in hand		<u>67,390</u>
Net debt	<u>67,390</u>	<u>8,071</u>	<u>75,461</u>

**SUNFLOWERS AT GRAFTON**

England & Wales - Charity number 1147882

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# Accounts

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Company registration number: 08100944

Charity registration number: 1147882

# Sunflowers at Grafton

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 August 2022

## **Sunflowers at Grafton**

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## **Sunflowers at Grafton**

### **Reference and Administrative Details**

**Chairman** J Ratnage

**Secretary** S England

**Charity Registration Number** 1147882

**Company Registration Number** 08100944

**Registered Office** The charity is incorporated in England and Wales.  
Sunflowers at Grafton  
East Grafton  
Marlborough  
SN8 3DB

**Independent Examiner** Sansum & Co Limited  
1 Meadow View  
High Street  
Burbage  
SN8 3AF

## Sunflowers at Grafton

### 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 August 2022.

#### **Objectives and activities**

##### *Objects and aims*

To enhance the development and education of children under statutory school age and of primary school age by encouraging parents to understand and provide for the needs of their children and by:

- Offering appropriate play, education and care facilities within the context of a welcoming and healthy environment and ensuring provision of opportunities for all children regardless of their race, culture, religion, means or ability;
- Providing opportunities for parents and members of the community to take responsibility for, and to become involved in, such activities;
- Working in partnership with parents, organisations, professionals and the local community to ensure the needs of families and their children are met; and
- Advancing the education and training of staff in the provision of such play, education and care facilities as described above.

## Sunflowers at Grafton

### Trustees' Report

#### *Objectives, strategies and activities*

Our main activity is the provision of great childcare on a not for profit basis, which utilises our beautiful natural surroundings. Specifically:

- Ofsted registered nursery care for babies and children to 5 years, from 7.50am to 6pm for 51 weeks each year;
- Ofsted registered out of school care for primary school children, specifically breakfast, after school and holiday clubs; and
- Daily school transport for parish children to one of our local primary schools.

#### *The way we work*

Children are at the heart of everything we do and at the top of the list is making sure that all children have fun, feel safe and are learning and developing. Along the line we make sure that all the relevant statutory boxes are ticked and that all our paperwork is in good order.

The way we work is guided by our core values: Natural, Community and Growing.

**Natural** - Outdoor adventures are fundamental to the Sunflowers at Grafton experience. We put as much time, thought, planning and resourcing into our outdoor space as we do to our indoor environment, creating a place in which every child can connect with nature. We love the outdoors, we love nature and we love all weathers.

We keep things simple, honest and practical - from our relationships with our families, to policies, procedures and pricing.

**Community** - We are part of a thriving rural community which is incredibly supportive. We encourage everyone, including parents, our team and members of our local community to play an active part in our progress. We work together so that the children at Sunflowers have the most fantastic experiences which will give them the best possible foundations for life.

Sunflowers at Grafton is a registered charity, based in buildings previously occupied by the parish school which closed in 2011. Every penny of surplus income goes into making Sunflowers an even better place.

**Growing** - We are continually exploring ways in which to do things better and encourage feedback from families, our team and the community to help us improve.

Our activities are managed and run by a qualified, professional team. Sunflowers at Grafton is a significant local employer, with over 20 full-time and part-time employees. The majority of these roles are filled by residents of Grafton Parish or neighbouring Parishes.

We have high expectations and every member of the team plays a key part in our success. Roles and responsibilities are clearly defined and the team work together effectively to deliver an amazing service. We look for regular opportunities to involve members of our local community to share their skills, expertise and time on a voluntary basis.

Sunflowers at Grafton is committed to safeguarding and promoting the welfare of our children and expects our staff team and volunteers to share that commitment.

## Sunflowers at Grafton

### Trustees' Report

#### **Achievements and performance**

Holding steady in a difficult landscape has been the focus of the year. The COVID pandemic pushed an already fragile early years sector into crisis, exacerbating existing recruitment, retention and underfunding challenges. Overlaid on this from the end of 2021 have been the additional challenges of the cost of living crisis.

Whilst COVID restrictions remained in place in for many parts of society in September 2021 early years settings remained fully open. Though there were periods when our Sunflowers team were stretched to the limit and worked tirelessly to maintain service levels. Our nursery rooms and out-of-school activities operated at full capacity throughout the year, working in partnership with over 100 families to develop solid foundations for life; from social and everyday skills to curiosity, learning and adventure.

Team welfare, well-being and recognition have always been a priority and never more so than in this difficult landscape. Taking opportunities to celebrate individual milestones and our commitment to education and training are always a priority. Our permanent team have each averaged 5 training days per annum over the past couple of years, and the team providing supplementary support and cover are always included in our mandatory training.

Sunflowers at Grafton celebrated our 10th birthday in October 2021 and our families and friends joined us for a joyful outdoors Birthday Brunch. As we moved through the year more activities and events took place as COVID restrictions were lifted, reinforcing the vital role that personal contact plays in our partnerships with parents, professionals and the wider community.

Whilst holding steady has been the focus trustees have continued to look ahead and progress toward strategic priorities, particularly on how well our building meets Sunflowers' future needs.

#### ***Public benefit***

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Community access to our gardens and playground: making our minibus available for hire to community groups; and supporting community events are all part of our commitment to Grafton Parish.

We are always conscious of our impact in the community and members of our team give their time to support other community activities and events. During 2021-22 the Sunflowers' team continued to support our local baby and toddler group, organised the annual parish litter pick and supported the production and delivery of our community newsletter.

We began a project in partnership with our Parish Council to fund the development of the Parish Playing Field which surrounds our Sunflowers gardens. Funding has been secured for this project which will be completed during 2022/23.

## Sunflowers at Grafton

### Trustees' Report

#### **Financial review**

During the 2021-22 reporting period Sunflowers at Grafton received income totalling £432,437 (2021 - £424,308). The majority of this comes from childcare fees.

Expenses total £430,608 (2021 - £409,647). Salaries, property costs and consumables relating to the provision of childcare services are the highest expense items.

Trustees will not be in a position to determine if Sunflowers will feel any long term financial impact following the challenges of the past couple of years but are confident that Sunflowers at Grafton's overall financial position remains strong.

#### ***Policy on reserves***

In setting our reserves policy, we are conscious of the need to ensure that sufficient reserves exist to enable normal operating activities to continue in the event of variations in income and to take account of essential unplanned expenditure in the year ahead.

The balance of unrestricted funds at the end of August 2022 was £89,958 (2021 - £87,628) and includes the following designations:

- Contingency reserve £55,000 (2021 - £50,000)
- General fund £19,958 (2021 - £22,628)
- Building and grounds fund £15,000 (2021 - £15,000)

Trustees have assessed the risks faced by the organisation and their likely cost implications and aim to build our Contingency Reserve Fund to £88,500 which equates to 3 months of operational expenditure. Whilst our Contingency Reserve Fund remains below the desired £88,500. The trustees are comfortable with the overall level of reserves.

Reserves will be monitored quarterly by the trustees, looking both at current free reserves and the forecast position for the year end. This ensures that remedial action can be taken quickly if required in the event of an unexpected, significant, or irreversible deficit.

## Sunflowers at Grafton

### Trustees' Report

#### **Structure, governance and management**

##### ***Organisational structure***

Sunflowers at Grafton is a charitable company limited by guarantee. The organisation is governed by a Board of Trustees. Each trustee is required to be a director of the company. At each annual general meeting one-third of trustees must retire from office and are then entitled to stand for re-election.

The directors and board of trustees meet 4 times a year to decide on such matters as strategic policies and major decisions relating to the affairs of Sunflowers at Grafton. The board of trustees is specifically required to determine childcare fees and to take responsibility for the organisations assets.

Each of the trustees guarantees to pay the sum of £1 in the event of insolvency. A memorandum of association is in place which details the objectives and powers of the charity and it is governed by articles of association.

All trustees and volunteers give of their time freely and no remuneration or expenses were paid during the reporting period.

A Business Manager reports to the Board of Trustees and leads the Senior Leadership Team (SLT) which manages the day-to-day operations.

#### **Trustees and officers**

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

Trustees:	T Reay
	S McCalla
	N Airey
	J Ratnage
	J Leighton (Resigned 23 May 2023)
	S Blakey (Resigned 25 April 2022)
	S Burkert
	R Arnold (Resigned 23 May 2023)
	C Tarbox
	G Winn (appointed 1 September 2021)

Chairman:	J Ratnage
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Secretary:	S England
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#### **Small companies provision statement**

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

**Sunflowers at Grafton**

**Trustees' Report**

The annual report was approved by the trustees of the charity on 23 May 2023 and signed on its behalf by:

A handwritten signature in black ink, appearing to be 'J Ratnage', written over a dotted line.

J Ratnage  
Chairman and Trustee

## Sunflowers at Grafton

### Statement of Trustees' Responsibilities

The trustees (who are also the directors of Sunflowers at Grafton 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". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

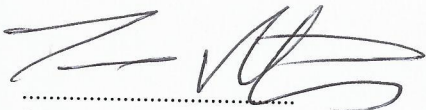
Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources 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.

Approved by the trustees of the charity on 23 May 2023 and signed on its behalf by:



.....  
J Ratnage  
Chairman and trustee

.....  
J Ratnage  
Chairman and Trustee

## Sunflowers at Grafton

### **Independent Examiner's Report to the trustees of Sunflowers at Grafton ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 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**

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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 Sunflowers at Grafton 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.



M Sansum FCA  
ICAEW

1 Meadow View  
High Street  
Burbage  
SN8 3AF

23 May 2023

## Sunflowers at Grafton

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

	Note	Unrestricted £	Restricted £	Total 2022 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	249	-	249
Charitable activities	4	411,438	4,470	415,908
Other income	5	16,280	-	16,280
Total Income		<u>427,967</u>	<u>4,470</u>	<u>432,437</u>
<b>Expenditure on:</b>				
Charitable activities	7	(410,263)	(4,470)	(414,733)
Other expenditure	8	(15,375)	(500)	(15,875)
Total Expenditure		<u>(425,638)</u>	<u>(4,970)</u>	<u>(430,608)</u>
Net income/(expenditure)		<u>2,329</u>	<u>(500)</u>	<u>1,829</u>
Net movement in funds		2,329	(500)	1,829
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>87,629</u>	<u>1,500</u>	<u>89,129</u>
Total funds carried forward	20	<u>89,958</u>	<u>1,000</u>	<u>90,958</u>
	Note	Unrestricted £	Restricted £	Total 2021 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	14,497	8,278	22,775
Charitable activities	4	386,052	-	386,052
Other income	5	15,481	-	15,481
Total Income		<u>416,030</u>	<u>8,278</u>	<u>424,308</u>
<b>Expenditure on:</b>				
Raising funds	6	(85)	-	(85)
Charitable activities	7	(381,002)	(8,278)	(389,280)
Other expenditure	8	(15,866)	(4,416)	(20,282)
Total Expenditure		<u>(396,953)</u>	<u>(12,694)</u>	<u>(409,647)</u>
Net income/(expenditure)		<u>19,077</u>	<u>(4,416)</u>	<u>14,661</u>
Net movement in funds		19,077	(4,416)	14,661
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>68,551</u>	<u>5,916</u>	<u>74,467</u>
Total funds carried forward	20	<u>87,628</u>	<u>1,500</u>	<u>89,128</u>

The notes on pages 13 to 24 form an integral part of these financial statements.

**Sunflowers at Grafton**

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

All of the charity's activities derive from continuing operations during the above two periods.  
The funds breakdown for 2021 is shown in note 20.

The notes on pages 13 to 24 form an integral part of these financial statements.

## Sunflowers at Grafton

(Registration number: 08100944)  
Balance Sheet as at 31 August 2022

	Note	2022 £	2021 £
<b>Fixed assets</b>			
Tangible assets	15	7,994	6,584
<b>Current assets</b>			
Debtors	16	21,271	20,172
Cash at bank and in hand	17	75,461	67,390
		<u>96,732</u>	<u>87,562</u>
<b>Creditors: Amounts falling due within one year</b>	18	<u>(13,768)</u>	<u>(5,018)</u>
<b>Net current assets</b>		<u>82,964</u>	<u>82,544</u>
<b>Net assets</b>		<u>90,958</u>	<u>89,128</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds	20	1,000	1,500
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>89,958</u>	<u>87,628</u>
<b>Total funds</b>	20	<u>90,958</u>	<u>89,128</u>

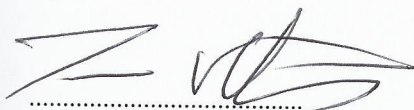
For the financial year ending 31 August 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

### 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.

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

The financial statements on pages 10 to 24 were approved by the trustees, and authorised for issue on 23 May 2023 and signed on their behalf by:



J Ratnage  
Chairman and Trustee

The notes on pages 13 to 24 form an integral part of these financial statements.

## **Sunflowers at Grafton**

### **Notes to the Financial Statements for the Year Ended 31 August 2022**

#### **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 £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Sunflowers at Grafton  
East Grafton  
Marlborough  
SN8 3DB

These financial statements were authorised for issue by the trustees on 23 May 2023.

#### **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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

##### **Basis of preparation**

Sunflowers at Grafton 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.

##### **Income and endowments**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

##### **Donations and legacies**

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### **Grants receivable**

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### **Raising funds**

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

#### **Charitable activities**

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**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

#### **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 £250.00 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**

Office equipment

##### **Depreciation method and rate**

33% straight line

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2022

Pre-school & nursery equipment	33% straight line
Fixtures & fittings	33% straight line
Motor vehicles	20% straight line
Leasehold improvements	10% straight line

#### **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**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### **Foreign exchange**

Transactions in foreign currencies are recorded at the rate of exchange at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are reported at the rates of exchange prevailing at that date.

The results of overseas operations are translated at the average rates of exchange during the period and their balance sheets at the rates ruling at the balance sheet date. Exchange differences arising on translation of the opening net assets and results of overseas operations are reported in other comprehensive income and accumulated in equity (attributed to non-controlling interests as appropriate).

Other exchange differences are recognised in the Statement of Financial Activities in the period in which they arise except for:

- 1) exchange differences on transactions entered into to hedge certain foreign currency risks (see above);
- 2) exchange differences arising on gains or losses on non-monetary items which are recognised in other comprehensive income; and
- 3) in the case of the consolidated financial statements, exchange differences on monetary items receivable from or payable to a foreign operation for which settlement is neither planned nor likely to occur (therefore forming part of the net investment in the foreign operation), which are recognised in other comprehensive income and reported under equity.

#### **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.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

#### **Pensions and other post retirement obligations**

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity 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 in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### 3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total funds £
Donations and legacies;			
Donations from fundraising events	249	-	249
<b>Total for 2022</b>	<u>249</u>	<u>-</u>	<u>249</u>
<b>Total for 2021</b>	<u>14,497</u>	<u>8,278</u>	<u>22,775</u>

#### 4 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total funds £
Childcare income	411,438	4,470	415,908
<b>Total for 2022</b>	<u>411,438</u>	<u>4,470</u>	<u>415,908</u>
<b>Total for 2021</b>	<u>386,052</u>	<u>-</u>	<u>386,052</u>

#### 5 Other income

	Unrestricted funds General £	Total funds £
Minibus and other income	16,280	16,280
<b>Total for 2022</b>	<u>16,280</u>	<u>16,280</u>
<b>Total for 2021</b>	<u>15,481</u>	<u>15,481</u>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### 6 Expenditure on raising funds

##### a) Costs of generating donations and legacies

	Note	Unrestricted funds General £	Total funds £
Total for 2021		85	85
			Total costs £

#### 7 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total funds £
Childcare income		27,160	4,203	31,363
Staff costs		336,722	267	336,989
Allocated support costs	9	43,164	-	43,164
Governance costs	9	3,217	-	3,217
<b>Total for 2022</b>		<b>410,263</b>	<b>4,470</b>	<b>414,733</b>
<b>Total for 2021</b>		<b>381,002</b>	<b>8,278</b>	<b>389,280</b>

In addition to the expenditure analysed above, there are also governance costs of £3,217 (2021 - £2,977) which relate directly to charitable activities. See note 9 for further details.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### 10 Net incoming/outgoing resources

Net incoming resources for the year include:

	2022	2021
	£	£
Depreciation of fixed assets	2,703	5,192

#### 11 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.

#### 12 Staff costs

The aggregate payroll costs were as follows:

	2022	2021
	£	£
<b>Staff costs during the year were:</b>		
Wages and salaries	333,475	311,590
Pension costs	6,076	8,823
Other staff costs	1,133	3,472
	340,684	323,885

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2022	2021
	No	No
average number of persons employed	15	15

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

#### 13 Independent examiner's remuneration

	2022	2021
	£	£
Examination of the financial statements	1,364	1,240
<b>Other fees to examiners</b>		
All other services	938	960

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### 14 Taxation

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

#### 15 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Motor vehicles £	Other tangible fixed asset £	Total £
<b>Cost</b>					
At 1 September 2021	5,823	4,359	26,230	19,917	56,329
Additions	<u>1,566</u>	<u>-</u>	<u>-</u>	<u>2,546</u>	<u>4,112</u>
At 31 August 2022	<u>7,389</u>	<u>4,359</u>	<u>26,230</u>	<u>22,463</u>	<u>60,441</u>
<b>Depreciation</b>					
At 1 September 2021	4,074	3,256	26,230	16,184	49,744
Charge for the year	<u>649</u>	<u>385</u>	<u>-</u>	<u>1,669</u>	<u>2,703</u>
At 31 August 2022	<u>4,723</u>	<u>3,641</u>	<u>26,230</u>	<u>17,853</u>	<u>52,447</u>
<b>Net book value</b>					
At 31 August 2022	<u><u>2,666</u></u>	<u><u>718</u></u>	<u><u>-</u></u>	<u><u>4,610</u></u>	<u><u>7,994</u></u>
At 31 August 2021	<u><u>1,749</u></u>	<u><u>1,103</u></u>	<u><u>-</u></u>	<u><u>3,733</u></u>	<u><u>6,585</u></u>

Included within the net book value of land and buildings above is £Nil (2021 - £Nil) in respect of freehold land and buildings and £2,666 (2021 - £1,749) in respect of leaseholds.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### 16 Debtors

	2022	2021
	£	£
Trade debtors	16,898	13,385
Prepayments	4,373	6,787
	<u>21,271</u>	<u>20,172</u>

Trade debtors include debt that is not currently due for repayment totalling £5,462 (2020 - £2,560).

#### 17 Cash and cash equivalents

	2022	2021
	£	£
Cash on hand	-	140
Cash at bank	75,461	67,250
	<u>75,461</u>	<u>67,390</u>

#### 18 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	1,299	555
Other creditors	7,157	2,454
Accruals	5,312	2,009
	<u>13,768</u>	<u>5,018</u>

#### 19 Pension and other schemes

##### Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £6,076 (2021 - £8,823).

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### 20 Funds

	Balance at 1 September 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 August 2022 £
<b>Unrestricted funds</b>					
<i>General</i>					
General funds	22,628	427,967	(425,637)	(5,000)	19,958
<i>Designated</i>					
Contingency reserve	50,000	-	-	5,000	55,000
Buildings and grounds - essential mainenance and improvements	15,000	-	-	-	15,000
	<u>65,000</u>	<u>-</u>	<u>-</u>	<u>5,000</u>	<u>70,000</u>
<b>Total unrestricted funds</b>	87,628	427,967	(425,637)	-	89,958
<b>Restricted funds</b>					
Grant income	1,500	4,470	(4,970)	-	1,000
<b>Total funds</b>	<u>89,128</u>	<u>432,437</u>	<u>(430,607)</u>	<u>-</u>	<u>90,958</u>
	<b>Balance at 1 September 2020 £</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Transfers £</b>	<b>Balance at 31 August 2021 £</b>
<b>Unrestricted funds</b>					
<i>General</i>					
General funds	18,551	416,030	(396,953)	(15,000)	22,628
<i>Designated</i>					
Contingency reserve	50,000	-	-	-	50,000
Buildings and grounds - essential mainenance and improvements	-	-	-	15,000	15,000
	<u>50,000</u>	<u>-</u>	<u>-</u>	<u>15,000</u>	<u>65,000</u>
<b>Total unrestricted funds</b>	68,551	416,030	(396,953)	-	87,628
<b>Restricted</b>					
Grant income	5,916	8,278	(12,694)	-	1,500
<b>Total funds</b>	<u>74,467</u>	<u>424,308</u>	<u>(409,647)</u>	<u>-</u>	<u>89,128</u>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### 21 Analysis of net assets between funds

##### At 31 August 2021

	Unrestricted funds General £	Restricted funds £	Total funds at 31 August 2022 £
Tangible fixed assets	6,994	1,000	7,994
Current assets	96,732	-	96,732
Current liabilities	(13,768)	-	(13,768)
Total net assets	<u>89,958</u>	<u>1,000</u>	<u>90,958</u>

##### At 31 August 2020

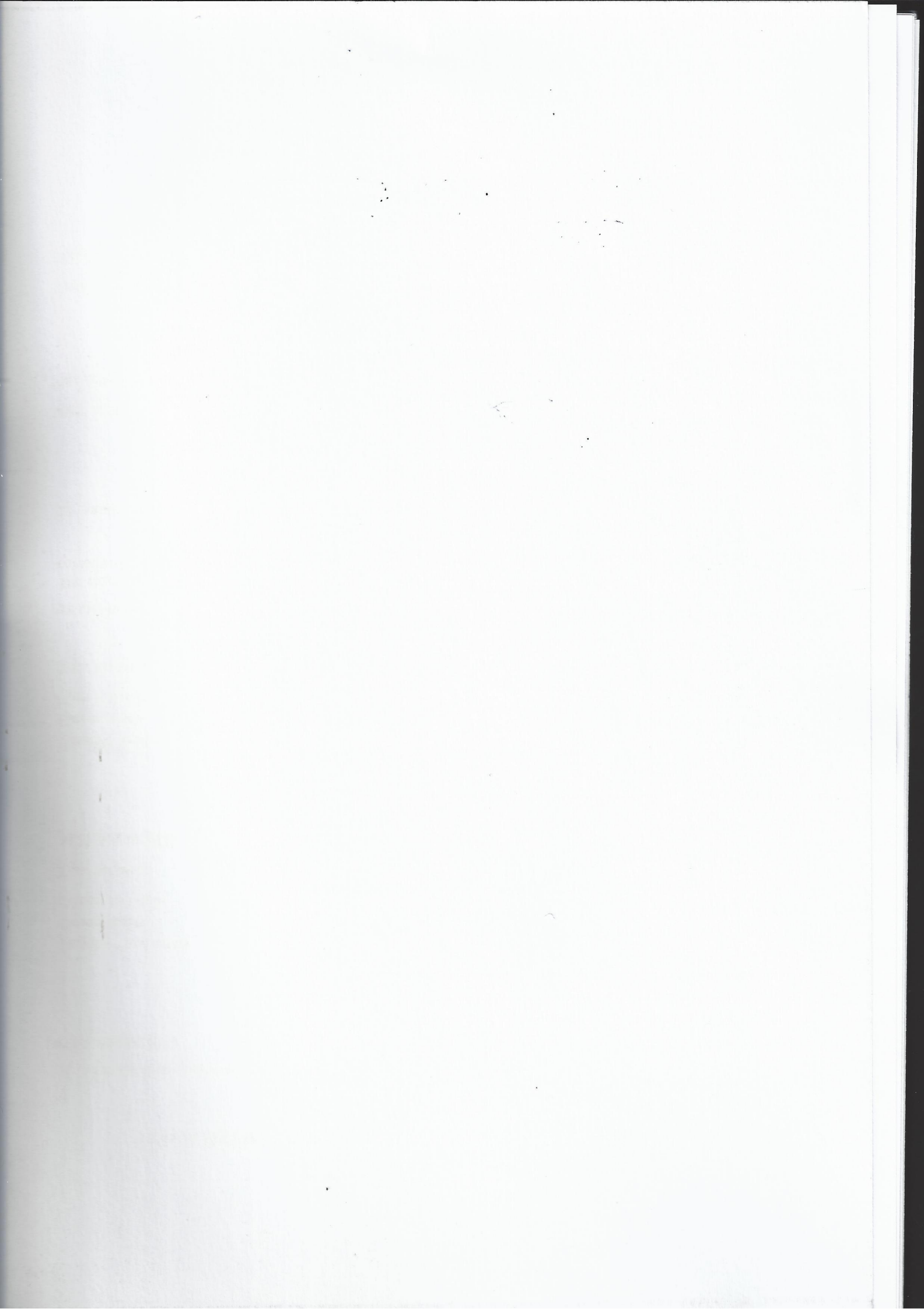
	Unrestricted funds General £	Restricted funds £	Total funds at 31 August 2021 £
Tangible fixed assets	5,084	1,500	6,584
Current assets	87,562	-	87,562
Current liabilities	(5,018)	-	(5,018)
Total net assets	<u>87,628</u>	<u>1,500</u>	<u>89,128</u>

#### 22 Off-balance sheet arrangements

The charity has entered into a lease agreement for the use of a minibus. As at 31 August 2022 the charity is committed to pay £3,600 (2021: £7,200) over the term of the lease.

#### 23 Analysis of net funds

	At 1 September 2021 £	Financing cash flows £	At 31 August 2022 £
Cash at bank and in hand	<u>67,390</u>	<u>8,071</u>	<u>75,461</u>
Net debt	<u>67,390</u>	<u>8,071</u>	<u>75,461</u>
	At 1 September 2020 £	Financing cash flows £	At 31 August 2021 £
Cash at bank and in hand	<u>58,012</u>	<u>9,378</u>	<u>67,390</u>
Net debt	<u>58,012</u>	<u>9,378</u>	<u>67,390</u>



**SUNFLOWERS AT GRAFTON**

England & Wales - Charity number 1147882

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# Accounts

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Company registration number: 08100944

Charity registration number: 1147882

# Sunflowers at Grafton

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 August 2021

## **Sunflowers at Grafton**

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## Sunflowers at Grafton

### Reference and Administrative Details

<b>Secretary</b>	S England
<b>Charity Registration Number</b>	1147882
<b>Company Registration Number</b>	08100944
<b>Registered Office</b>	The charity is incorporated in England and Wales. Sunflowers at Grafton East Grafton Marlborough SN8 3DB
<b>Independent Examiner</b>	Sansum & Co Limited 1 Meadow View High Street Burbage SN8 3AF

## Sunflowers at Grafton

### 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 August 2021.

#### **Objectives and activities**

##### *Objects and aims*

To enhance the development and education of children under statutory school age and of primary school age by encouraging parents to understand and provide for the needs of their children and by:

- Offering appropriate play, education and care facilities within the context of a welcoming and healthy environment and ensuring provision of opportunities for all children regardless of their race, culture, religion, means or ability;
- Providing opportunities for parents and members of the community to take responsibility for, and to become involved in, such activities;
- Working in partnership with parents, organisations, professionals and the local community to ensure the needs of families and their children are met; and
- Advancing the education and training of staff in the provision of such play, education and care facilities as described above.

## Sunflowers at Grafton

### Trustees' Report

#### *Objectives, strategies and activities*

Our main activity is the provision of great childcare on a not for profit basis, which utilises our beautiful natural surroundings. Specifically:

- Ofsted registered nursery care for babies and children to 5 years, from 7.50am to 6pm for 51 weeks each year;
- Ofsted registered out of school care for primary school children, specifically breakfast, after school and holiday clubs; and
- Daily school transport for parish children to one of our local primary schools.

#### *The way we work*

Children are at the heart of everything we do and at the top of the list is making sure that all children have fun, feel safe and are learning and developing. Along the line we make sure that all the relevant statutory boxes are ticked and that all our paperwork is in good order.

The way we work is guided by our core values: Natural, Community and Growing.

**Natural** - Outdoor adventures are fundamental to the Sunflowers at Grafton experience. We put as much time, thought, planning and resourcing into our outdoor space as we do to our indoor environment, creating a place in which every child can connect with nature. We love the outdoors, we love nature and we love all weathers.

We keep things simple, honest and practical - from our relationships with our families, to policies, procedures and pricing.

**Community** - We are part of a thriving rural community which is incredibly supportive. We encourage everyone, including parents, our team and members of our local community to play an active part in our progress. We work together so that the children at Sunflowers have the most fantastic experiences which will give them the best possible foundations for life.

Sunflowers at Grafton is a registered charity, based in buildings previously occupied by the parish school which closed in 2011. Every penny of surplus income goes into making Sunflowers an even better place.

**Growing** - We are continually exploring ways in which to do things better and encourage feedback from families, our team and the community to help us improve.

Our activities are managed and run by a qualified, professional team. Sunflowers at Grafton is a significant local employer, with over 20 full-time and part-time employees. The majority of these roles are filled by residents of Grafton Parish or neighbouring Parishes.

We have high expectations and every member of the team plays a key part in our success. Roles and responsibilities are clearly defined and the team work together effectively to deliver an amazing service. We look for regular opportunities to involve members of our local community to share their skills, expertise and time on a voluntary basis.

Sunflowers at Grafton is committed to safeguarding and promoting the welfare of our children and expects our staff team and volunteers to share that commitment.

## **Sunflowers at Grafton**

### **Trustees' Report**

#### **Achievements and performance**

The COVID pandemic overlaid layers of complexity during the year. Relentless planning, decision-making and operational change to keep up with guidance; constant supervision and monitoring adherence to protective measures; and keeping the team and families safe and well informed. Our Senior Leadership Team managed this with common sense, calmness and kindness.

Sunflowers at Grafton remained open throughout the year providing continuous support to key workers, our families and our community. This reflects the diligence of our team in keeping everyone safe through the protective measures in place throughout the year. Our Sunflowers team demonstrated great resilience, patience and commitment and worked tirelessly to maintain service levels. Our nursery rooms operated at full capacity, but out-of-school activities were severely restricted throughout the year due to limitations imposed by government guidance.

We have made steady progress against strategic objectives but there are three noteworthy points:

- Trustees agreed unanimously to allocate income from fee increases this year to improve salary and benefits for the Sunflowers team. This work formed part of a strategic focus on Strong & Healthy Teams across Sunflowers at Grafton to ensure that our childcare, leadership and trustee teams are all in good shape to face future challenges;
- A major fundraising project led to the transformation of part of our grounds into a natural play space. The impact of replacing a traditional wooden climbing frame with a fallen oak tree on the nature of play for all age groups has been remarkable and underlines our commitment to natural outdoor play; and
- Considerable progress has been made in assessing how well our building meets Sunflowers' needs as we move forward. This will be a major project over the the next two years requiring investment of time, energy and money.

It feels a great achievement to close this second COVID dominated year with our team secure; our outstanding reputation preserved; and our organisation financially sound.

#### ***Public benefit***

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

We are always conscious of our impact in the community and members of our team give their time to support other community activities and events. During 2020-21 community activities were severely curtailed due to the pandemic but the Sunflowers' team continued to support our local baby and toddler group, organised the annual parish litter pick and supported the production and delivery of our community newsletter.

Community access to our gardens and playground: making our minibus available to community groups; hosting local fundraising events'. and supporting other community activities and events are all part of our commitment to Grafton Parish, albeit that these activities were severely curtailed this year.

## Sunflowers at Grafton

### Trustees' Report

#### **Financial review**

During the 2020-21 reporting period Sunflowers at Grafton received income totalling £424,308. The majority of this comes from childcare fees and Trustees are pleased to see that income has recovered to pre-pandemic levels.

Expenses total £409,647. Salaries, property costs and consumables relating to the provision of childcare services are the highest expense items. Spend on building and grounds maintenance was lower than planned and £15,000 has been set aside to catch up on essential projects during 2021-22 and invest in our building improvement and enhancement project.

Trustees will not be in a position to determine if Sunflowers will feel any long term financial impact from the pandemic for some time but are confident that Sunflowers at Grafton's overall financial position remains strong.

#### ***Policy on reserves***

In setting our reserves policy, we are conscious of the need to ensure that sufficient reserves exist to enable normal operating activities to continue in the event of variations in income and to take account of essential unplanned expenditure during the year ahead.

The balance of unrestricted funds at the end of 31 August 2021 was £87,628 (2020 - £68,551) and includes the following designations:

- Contingency reserve £50,000 (2020 - £50,000)
- General fund £22,628 (2020 - £18,551)
- Building and grounds fund £15,000 (2020 - £0)

Trustees have assessed the risks faced by the organisation and their likely cost implications and aim to build our Contingency Reserve Fund to £88,500 which equates to 3 months of operational expenditure. Whilst our Contingency Reserve Fund remains below the desired £88,500, the trustees are comfortable with the overall level of reserves.

Reserves will be monitored quarterly by the trustees, looking both at current free reserves and the forecast position for the following year end. This ensures that remedial action can be taken quickly if required in the event of an unexpected, significant, or irreversible deficit.

## **Sunflowers at Grafton**

### **Trustees' Report**

#### **Structure, governance and management**

##### ***Organisational structure***

Sunflowers at Grafton is a charitable company limited by guarantee. The organisation is governed by a Board of Trustees. Each trustee is required to be a director of the company. At each annual general meeting one-third of trustees must retire from office and are then entitled to stand for re-election.

The directors and board of trustees meet 4 times a year to decide on such matters as strategic policies and major decisions relating to the affairs of Sunflowers at Grafton. The board of trustees is specifically required to determine childcare fees and to take responsibility for the organisations assets.

Each of the trustees guarantees to pay the sum of £1 in the event of insolvency. A memorandum of association is in place which details the objectives and powers of the charity and it is governed by articles of association.

All trustees and volunteers give of their time freely and no remuneration or expenses were paid during the reporting period.

A Business Manager reports to the Board of Trustees and leads the Senior Leadership Team (SLT) which manages the day-to-day operations.

#### **Trustees and officers**

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

Trustees:	T Reay
	S McCalla
	N Airey
	J Ratnage
	J Leighton
	S Burkert
	R Arnold
	C Tarbox (appointed 18 January 2021)
	G Winn (appointed 1 September 2021)

Secretary:	S England
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#### **Small companies provision statement**

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 23 May 2022 and signed on its behalf by:



J Ratnage  
Chairman and Trustee

## **Sunflowers at Grafton**

### **Statement of Trustees' Responsibilities**

The trustees (who are also the directors of Sunflowers at Grafton 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. The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

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.

Approved by the trustees of the charity on 23 May 2022 and signed on its behalf by:



.....  
J Ratnage  
Chairman and Trustee

## Sunflowers at Grafton

### Independent Examiner's Report to the trustees of Sunflowers at Grafton

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 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 Sunflowers at Grafton 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**

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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 Sunflowers at Grafton 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.



.....  
M Sansum FCA  
ICAEW

1 Meadow View  
High Street  
Burbage  
SN8 3AF

24 May 2022

## Sunflowers at Grafton

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

	Note	Unrestricted £	Restricted £	Total 2021 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	14,497	8,278	22,775
Charitable activities	4	386,052	-	386,052
Other income	5	15,481	-	15,481
Total Income		<u>416,030</u>	<u>8,278</u>	<u>424,308</u>
<b>Expenditure on:</b>				
Raising funds	6	(85)	-	(85)
Charitable activities	7	(381,778)	(8,778)	(390,556)
Other expenditure	8	(15,090)	(3,916)	(19,006)
Total Expenditure		<u>(396,953)</u>	<u>(12,694)</u>	<u>(409,647)</u>
Net income/(expenditure)		<u>19,077</u>	<u>(4,416)</u>	<u>14,661</u>
Net movement in funds		19,077	(4,416)	14,661
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>68,551</u>	<u>5,916</u>	<u>74,467</u>
Total funds carried forward	20	<u>87,628</u>	<u>1,500</u>	<u>89,128</u>
	Note	Unrestricted £	Restricted £	Total 2020 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	8,718	31,451	40,169
Charitable activities	4	292,169	-	292,169
Other income	5	16,493	-	16,493
Total Income		<u>317,380</u>	<u>31,451</u>	<u>348,831</u>
<b>Expenditure on:</b>				
Raising funds	6	(1,115)	-	(1,115)
Charitable activities	7	(303,827)	(31,951)	(335,778)
Other expenditure	8	(12,176)	(5,222)	(17,398)
Total Expenditure		<u>(317,118)</u>	<u>(37,173)</u>	<u>(354,291)</u>
Net income/(expenditure)		<u>262</u>	<u>(5,722)</u>	<u>(5,460)</u>
Net movement in funds		262	(5,722)	(5,460)
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>68,289</u>	<u>11,638</u>	<u>79,927</u>
Total funds carried forward	20	<u>68,551</u>	<u>5,916</u>	<u>74,467</u>

The notes on pages 12 to 23 form an integral part of these financial statements.

## **Sunflowers at Grafton**

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

All of the charity's activities derive from continuing operations during the above two periods.  
The funds breakdown for 2020 is shown in note 20.

The notes on pages 12 to 23 form an integral part of these financial statements.

## Sunflowers at Grafton

**(Registration number: 08100944)**  
**Balance Sheet as at 31 August 2021**

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	15	6,584	6,282
<b>Current assets</b>			
Debtors	16	20,172	18,647
Cash at bank and in hand	17	<u>67,390</u>	<u>58,012</u>
		87,562	76,659
<b>Creditors: Amounts falling due within one year</b>	18	<u>(5,018)</u>	<u>(8,474)</u>
<b>Net current assets</b>		<u>82,544</u>	<u>68,185</u>
<b>Net assets</b>		<u>89,128</u>	<u>74,467</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds	20	1,500	5,916
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>87,628</u>	<u>68,551</u>
<b>Total funds</b>	20	<u>89,128</u>	<u>74,467</u>

For the financial year ending 31 August 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.

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

The financial statements on pages 9 to 23 were approved by the trustees, and authorised for issue on 23 May 2022 and signed on their behalf by:



J Ratnage  
Chairman and Trustee

The notes on pages 12 to 23 form an integral part of these financial statements.

## **Sunflowers at Grafton**

### **Notes to the Financial Statements for the Year Ended 31 August 2021**

#### **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 £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Sunflowers at Grafton

East Grafton

Marlborough

SN8 3DB

These financial statements were authorised for issue by the trustees on 23 May 2022.

#### **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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

##### **Basis of preparation**

Sunflowers at Grafton 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.

##### **Income and endowments**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

## **Sunflowers at Grafton**

### **Notes to the Financial Statements for the Year Ended 31 August 2021**

#### ***Donations and legacies***

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

#### ***Grants receivable***

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### ***Raising funds***

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

#### ***Charitable activities***

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**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

#### **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 £250.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2021

#### **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:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Office equipment	33% straight line
Pre-school & nursery equipment	33% straight line
Fixtures & fittings	33% straight line
Motor vehicles	20% straight line
Leasehold improvements	10% straight line

#### **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**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2021

#### **Foreign exchange**

Transactions in foreign currencies are recorded at the rate of exchange at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are reported at the rates of exchange prevailing at that date.

The results of overseas operations are translated at the average rates of exchange during the period and their balance sheets at the rates ruling at the balance sheet date. Exchange differences arising on translation of the opening net assets and results of overseas operations are reported in other comprehensive income and accumulated in equity (attributed to non-controlling interests as appropriate).

Other exchange differences are recognised in the Statement of Financial Activities in the period in which they arise except for:

- 1) exchange differences on transactions entered into to hedge certain foreign currency risks (see above);
- 2) exchange differences arising on gains or losses on non-monetary items which are recognised in other comprehensive income; and
- 3) in the case of the consolidated financial statements, exchange differences on monetary items receivable from or payable to a foreign operation for which settlement is neither planned nor likely to occur (therefore forming part of the net investment in the foreign operation), which are recognised in other comprehensive income and reported under equity.

#### **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.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

#### **Pensions and other post retirement obligations**

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity 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 in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2021

#### 3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total funds £
Donations and legacies;			
Donations from fundraising events	4,497	-	4,497
Grants, including capital grants;			
Government grants	10,000	8,278	18,278
<b>Total for 2021</b>	<u>14,497</u>	<u>8,278</u>	<u>22,775</u>
<b>Total for 2020</b>	<u>8,718</u>	<u>31,451</u>	<u>40,169</u>

#### 4 Income from charitable activities

	Unrestricted funds General £	Total funds £
Childcare income	386,052	386,052
<b>Total for 2021</b>	<u>386,052</u>	<u>386,052</u>
<b>Total for 2020</b>	<u>292,169</u>	<u>292,169</u>

#### 5 Other income

	Unrestricted funds General £	Total funds £
Minibus and other income	15,481	15,481
<b>Total for 2021</b>	<u>15,481</u>	<u>15,481</u>
<b>Total for 2020</b>	<u>16,493</u>	<u>16,493</u>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2021

#### 6 Expenditure on raising funds

##### a) Costs of generating donations and legacies

	Note	Unrestricted funds General £	Total funds £
Event expenses		85	85
<b>Total for 2021</b>		85	85
<b>Total for 2020</b>		1,115	1,115

#### 7 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total funds £
Childcare income		30,242	3,300	33,542
Staff costs		315,718	4,978	320,696
Allocated support costs	9	32,841	500	33,341
Governance costs	9	2,977	-	2,977
<b>Total for 2021</b>		381,778	8,778	390,556
<b>Total for 2020</b>		303,827	31,951	335,778

**Total  
expenditure  
£**

In addition to the expenditure analysed above, there are also governance costs of £2,977 (2020 - £2,505) which relate directly to charitable activities. See note 9 for further details.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2021

#### 8 Other expenditure

	Note	Unrestricted funds General £	Restricted funds £	Total funds £
Staff costs				
Wages and salaries		3,309	-	3,309
Other staff costs		(120)	-	(120)
Depreciation, amortisation and other similar costs		-	3,916	3,916
Minibus expenditure		7,744	-	7,744
Allocated support costs	9	4,157	-	4,157
<b>Total for 2021</b>		<u>15,090</u>	<u>3,916</u>	<u>19,006</u>
<b>Total for 2020</b>		<u>12,176</u>	<u>5,222</u>	<u>17,398</u>

#### 9 Analysis of governance costs

##### Governance costs

	Unrestricted funds General £	Total funds £
Independent examiner fees		
Examination of the financial statements	1,240	1,240
Other fees paid to examiners	960	960
Legal fees	507	507
Other governance costs	270	270
<b>Total for 2021</b>	<u>2,977</u>	<u>2,977</u>
<b>Total for 2020</b>	<u>2,505</u>	<u>2,505</u>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2021

#### 10 Net incoming/outgoing resources

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

	2021 £	2020 £
Depreciation of fixed assets	<u>3,916</u>	<u>5,222</u>

#### 11 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.

#### 12 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
<b>Staff costs during the year were:</b>		
Wages and salaries	311,590	271,205
Pension costs	8,823	7,973
Other staff costs	<u>3,472</u>	<u>1,170</u>
	<u>323,885</u>	<u>280,348</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2021 No	2020 No
average number of persons employed	<u>15</u>	<u>15</u>

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

#### 13 Independent examiner's remuneration

	2021 £	2020 £
Examination of the financial statements	<u>1,240</u>	<u>1,130</u>
<b>Other fees to examiners</b>		
All other services	<u>960</u>	<u>900</u>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2021

#### 14 Taxation

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

#### 15 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Motor vehicles £	Other tangible fixed asset £	Total £
<b>Cost</b>					
At 1 September 2020	5,823	3,192	26,230	15,589	50,834
Additions	-	5,494	-	-	5,494
At 31 August 2021	<u>5,823</u>	<u>8,686</u>	<u>26,230</u>	<u>15,589</u>	<u>56,328</u>
<b>Depreciation</b>					
At 1 September 2020	3,492	3,192	22,314	15,554	44,552
Charge for the year	582	64	3,916	630	5,192
At 31 August 2021	<u>4,074</u>	<u>3,256</u>	<u>26,230</u>	<u>16,184</u>	<u>49,744</u>
<b>Net book value</b>					
At 31 August 2021	<u>1,749</u>	<u>5,430</u>	<u>-</u>	<u>(595)</u>	<u>6,584</u>
At 31 August 2020	<u>2,331</u>	<u>-</u>	<u>3,916</u>	<u>35</u>	<u>6,282</u>

Included within the net book value of land and buildings above is £Nil (2020 - £Nil) in respect of freehold land and buildings and £1,749 (2020 - £2,331) in respect of leaseholds.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2021

#### 16 Debtors

	2021 £	2020 £
Trade debtors	13,385	10,656
Prepayments	6,787	7,991
	<u>20,172</u>	<u>18,647</u>

Trade debtors include debt that is not currently due for repayment totalling £5,462 (2020 - £2,560).

#### 17 Cash and cash equivalents

	2021 £	2020 £
Cash on hand	140	140
Cash at bank	67,250	57,872
	<u>67,390</u>	<u>58,012</u>

#### 18 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	555	4,061
Other taxation and social security	-	662
Other creditors	2,454	910
Accruals	2,009	2,841
	<u>5,018</u>	<u>8,474</u>

#### 19 Pension and other schemes

##### Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £8,823 (2020 - £7,973).

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2021

#### 20 Funds

	Balance at 1 September 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 August 2021 £
<b>Unrestricted funds</b>					
<i>General</i>					
General funds	18,551	415,945	(396,868)	(15,000)	22,628
<i>Designated</i>					
Contingency reserve	50,000	-	-	-	50,000
Buildings and grounds - essential maintenance and improvements	-	-	-	15,000	15,000
	<u>50,000</u>	<u>-</u>	<u>-</u>	<u>15,000</u>	<u>65,000</u>
<b>Total unrestricted funds</b>	68,551	415,945	(396,868)	-	87,628
<b>Restricted funds</b>					
Grant income	5,916	8,278	(12,694)	-	1,500
<b>Total funds</b>	<u>74,467</u>	<u>424,223</u>	<u>(409,562)</u>	<u>-</u>	<u>89,128</u>
	Balance at 1 September 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 August 2020 £
<b>Unrestricted funds</b>					
<i>General</i>					
General funds	43,289	316,265	(316,003)	(25,000)	18,551
<i>Designated</i>					
Contingency reserve	25,000	-	-	25,000	50,000
<b>Total unrestricted funds</b>	68,289	316,265	(316,003)	-	68,551
<b>Restricted</b>					
Grant income	11,638	31,451	(37,173)	-	5,916
<b>Total funds</b>	<u>79,927</u>	<u>347,716</u>	<u>(353,176)</u>	<u>-</u>	<u>74,467</u>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2021

#### 21 Analysis of net assets between funds

At 31 August 2021

	Unrestricted funds General £	Restricted funds £	Total funds at 31 August 2021 £
Tangible fixed assets	5,084	1,500	6,584
Current assets	87,562	-	87,562
Current liabilities	(5,018)	-	(5,018)
Total net assets	<u>87,628</u>	<u>1,500</u>	<u>89,128</u>

At 31 August 2020

	Unrestricted funds General £	Restricted funds £	Total funds at 31 August 2020 £
Tangible fixed assets	366	5,916	6,282
Current assets	72,358	4,301	76,659
Current liabilities	(8,474)	-	(8,474)
Total net assets	<u>64,250</u>	<u>10,217</u>	<u>74,467</u>

#### 22 Off-balance sheet arrangements

The charity has entered into a lease agreement for the use of a minibus. As at 31 August 2021 the charity is committed to pay £4373 (2020: £7,973) over the term of the lease.

#### 23 Analysis of net funds

	At 1 September 2020 £	Financing cash flows £	At 31 August 2021 £
Cash at bank and in hand	<u>58,012</u>	<u>9,378</u>	<u>67,390</u>
Net debt	<u>58,012</u>	<u>9,378</u>	<u>67,390</u>
	At 1 September 2019 £	Financing cash flows £	At 31 August 2020 £
Cash at bank and in hand	<u>49,728</u>	<u>8,284</u>	<u>58,012</u>
Net debt	<u>49,728</u>	<u>8,284</u>	<u>58,012</u>

**SUNFLOWERS AT GRAFTON**

England & Wales - Charity number 1147882

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# Accounts

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Company registration number: 08100944

Charity registration number: 1147882

# Sunflowers at Grafton

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 August 2020

## **Sunflowers at Grafton**

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## Sunflowers at Grafton

### 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 August 2020.

#### **Trustees**

T Reay

L Brenk

R Gilleard

S McCalla

N Airey

J Ratnage (appointed 18 May 2020)

J Leighton (appointed 18 May 2020)

S Blakey (appointed 18 May 2020)

S Burkert (appointed 6 July 2020)

R Arnold (appointed 6 July 2020)

C Tarbox (appointed 18 January 2021)

#### **Objectives and activities**

##### *Objects and aims*

To enhance the development and education of children under statutory school age and of primary school age by encouraging parents to understand and provide for the needs of their children and by:

- Offering appropriate play, education and care facilities within the context of a welcoming and healthy environment and ensuring provision of opportunities for all children regardless of their race, culture, religion, means or ability;
- Providing opportunities for parents and members of the community to take responsibility for, and to become involved in, such activities;
- Working in partnership with parents, organisations, professionals and the local community to ensure the needs of families and their children are met; and
- Advancing the education and training of staff in the provision of such play, education and care facilities as described above.

## Sunflowers at Grafton

### Trustees' Report

#### *Objectives, strategies and activities*

Our main activity is the provision of great childcare on a not for profit basis, which utilises our beautiful natural surroundings. Specifically:

- Ofsted registered nursery care for babies and children to 5 years, from 7.50am to 6pm for 51 weeks each year;
- Ofsted registered out of school care for primary school children, specifically breakfast, after school and holiday clubs; and
- Daily school transport for parish children to one of our local primary schools.

#### *The way we work*

Children are at the heart of everything we do and at the top of the list is making sure that all children have fun, feel safe and are learning and developing. Along the line we make sure that all the relevant statutory boxes are ticked and that all our paperwork is in good order.

The way we work is guided by our core values: Natural, Community and Growing.

**Natural** - Outdoor adventures are fundamental to the Sunflowers at Grafton experience. We put as much time, thought, planning and resourcing into our outdoor space as we do to our indoor environment, creating a place in which every child can connect with nature. We love the outdoors, we love nature and we love all weathers.

We keep things simple, honest and practical - from our relationships with our families, to policies, procedures and pricing.

**Community** - We are part of a thriving rural community which is incredibly supportive. We encourage everyone, including parents, our team and members of our local community to play an active part in our progress. We work together so that the children at Sunflowers have the most fantastic experiences which will give them the best possible foundations for life.

Sunflowers at Grafton is a registered charity, based in buildings previously occupied by the parish school which closed in 2011. Every penny of surplus income goes into making Sunflowers an even better place.

**Growing** - We are continually exploring ways in which to do things better and encourage feedback from families, our team and the community to help us improve.

Our activities are managed and run by a qualified, professional team. Sunflowers at Grafton is a significant local employer, with over 20 full-time and part-time employees. The majority of these roles are filled by residents of Grafton Parish or neighbouring Parishes.

We have high expectations and every member of the team plays a key part in our success. Roles and responsibilities are clearly defined and the team work together effectively to deliver an amazing service. We look for regular opportunities to involve members of our local community to share their skills, expertise and time on a voluntary basis.

Sunflowers at Grafton is committed to safeguarding and promoting the welfare of our children and expects our staff team and volunteers to share that commitment.

## **Sunflowers at Grafton**

### **Trustees' Report**

#### **Achievements and performance**

Performance during the year has underlined the tremendous strength and depth of the Sunflowers team.

The first six months saw nursery, out of school clubs and school transport activities progressing strongly against annual objectives and strategic projects led by trustees underway. From March we found ourselves working in a completely different environment as the impact of COVID-19 took effect.

From this point in the year the main priority was to keep our team and families safe and well informed and to ensure that Sunflowers remained financially sound. This necessitated many operational changes and our Senior Leadership Team managed this with common sense, calmness and kindness. A number of these changes have worked well and will become a permanent feature of our practice. This learning from the experience of this year reflects our core value of Growing which means continually exploring ways to do things better.

Sunflowers at Grafton nursery rooms remained open to support key worker families during March, April and May 2020 and we began to welcome back all nursery families from June. Our out of school activities did not re-start during 2019-20.

Our Sunflowers team have demonstrated great resilience, patience and commitment. The pandemic vividly highlighted how much society depends upon essential workers and our team are proud to be part of that group.

The year has been challenging on many levels but it has brought our Sunflowers community closer together and we were pleased to close this year with our team secure; our outstanding reputation preserved; and our organisation financially sound.

#### ***Public benefit***

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

We are always conscious of our impact in the community and members of our team give their time to support other community activities and events. During 2019-20 the Sunflowers' team have supported our local baby and toddler group and Community Market & Brunch, organised the annual parish litter pick and supported the production and delivery of our community newsletter.

Community access to our gardens and playground; making our minibus available to community groups; hosting local fundraising events; and supporting other community activities and events are all part of our commitment to Grafton Parish, albeit that these activities have been curtailed this year.

#### **Financial review**

During the 2019-20 reporting period Sunflowers at Grafton received income totalling £348,831 (2019 - £370,772). The majority of this comes from childcare fees. It should be noted that families not able to attend during the pandemic were not asked to pay to retain their place.

Expenses total £354,291 (2019 - £363,111). Salaries, property costs and consumables relating to the provision of childcare services are the highest expense items.

Trustees are mindful of the deficit recorded for 2019-20. Sunflowers at Grafton experienced a significant drop in income due to COVID-19 and costs were carefully controlled and monitored to minimise the deficit. Trustees will not be in a position to determine if Sunflowers will feel any long term financial impact from the pandemic for some time but are confident that Sunflowers at Grafton's overall financial position remains strong.

## **Sunflowers at Grafton**

### **Trustees' Report**

#### ***Policy on reserves***

The trustees review the reserves policy annually and adjust the contingency reserve accordingly. Reserves are based on the expected costs to be incurred should the charity have to close due to a lack of funding or other unforeseen reasons.

#### **Structure, governance and management**

##### ***Organisational structure***

Sunflowers at Grafton is a charitable company limited by guarantee. The organisation is governed by a Board of Trustees. Each trustee is required to be a director of the company. At each annual general meeting one-third of trustees must retire from office and are then entitled to stand for re-election.

The directors and board of trustees meet 4 times a year to decide on such matters as strategic policies and major decisions relating to the affairs of Sunflowers at Grafton. The board of trustees is specifically required to determine childcare fees and to take responsibility for the organisations assets.

Each of the trustees guarantees to pay the sum of £1 in the event of insolvency. A memorandum of association is in place which details the objectives and powers of the charity and it is governed by articles of association.

All trustees and volunteers give of their time freely and no remuneration or expenses were paid during the reporting period.

A Business Manager reports to the Board of Trustees and leads the Senior Leadership Team (SLT) which manages the day-to-day operations.

#### **Reference and Administrative Details**

<b>Secretary</b>	S England
<b>Registered Office</b>	Sunflowers at Grafton East Grafton Marlborough SN8 3DB  The charity is incorporated in England and Wales.
<b>Company Registration Number</b>	08100944
<b>Charity Registration Number</b>	1147882
<b>Independent Examiner</b>	Sansum & Co Limited 1 Meadow View High Street Burbage SN8 3AF

## Sunflowers at Grafton

### Trustees' Report

#### **Statement of Trustees' Responsibilities**

The trustees (who are also the directors of Sunflowers at Grafton 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 12 April 2021 and signed on its behalf by:



T Reay  
Trustee

## Sunflowers at Grafton

### Independent Examiner's Report to the trustees of Sunflowers at Grafton

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 August 2020 which are set out on pages 7 to 20.

#### **Respective responsibilities of trustees and examiner**

As the charity's trustees of Sunflowers at Grafton (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 Sunflowers at Grafton 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.

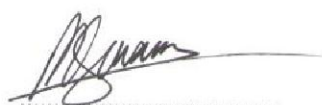
#### **Independent examiner's statement**

Since Sunflowers at Grafton's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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 Sunflowers at Grafton 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.



.....  
M Sansum FCA  
ICAEW

1 Meadow View  
High Street  
Burbage  
SN8 3AF

13 May 2021

## Sunflowers at Grafton

### **Statement of Financial Activities for the Year Ended 31 August 2020 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)**

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	8,718	31,451	40,169
Charitable activities	4	292,169	-	292,169
Other income	5	16,493	-	16,493
Total Income		<u>317,380</u>	<u>31,451</u>	<u>348,831</u>
<b>Expenditure on:</b>				
Raising funds	6	(1,115)	-	(1,115)
Charitable activities	7	(303,827)	(31,951)	(335,778)
Other expenditure	8	(12,176)	(5,222)	(17,398)
Total Expenditure		<u>(317,118)</u>	<u>(37,173)</u>	<u>(354,291)</u>
Net income/(expenditure)		<u>262</u>	<u>(5,722)</u>	<u>(5,460)</u>
Net movement in funds		262	(5,722)	(5,460)
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>68,289</u>	<u>11,638</u>	<u>79,927</u>
Total funds carried forward	20	<u>68,551</u>	<u>5,916</u>	<u>74,467</u>
	Note	Unrestricted funds £	Restricted funds £	Total 2019 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	1,437	-	1,437
Charitable activities	4	353,086	-	353,086
Other income	5	16,249	-	16,249
Total Income		<u>370,772</u>	<u>-</u>	<u>370,772</u>
<b>Expenditure on:</b>				
Raising funds	6	(907)	-	(907)
Charitable activities	7	(345,888)	(500)	(346,388)
Other expenditure	8	(10,594)	(5,222)	(15,816)
Total Expenditure		<u>(357,389)</u>	<u>(5,722)</u>	<u>(363,111)</u>
Net income/(expenditure)		<u>13,383</u>	<u>(5,722)</u>	<u>7,661</u>
Net movement in funds		13,383	(5,722)	7,661
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>54,906</u>	<u>17,360</u>	<u>72,266</u>
Total funds carried forward	20	<u>68,289</u>	<u>11,638</u>	<u>79,927</u>

**Sunflowers at Grafton**

**Statement of Financial Activities for the Year Ended 31 August 2020**  
**(Including Income and Expenditure Account and Statement of Total Recognised Gains**  
**and Losses)**

All of the charity's activities derive from continuing operations during the above two periods.  
The funds breakdown for 2019 is shown in note 20.

## Sunflowers at Grafton

### (Registration number: 08100944) Balance Sheet as at 31 August 2020

	Note	2020 £	2019 £
<b>Fixed assets</b>			
Tangible assets	15	6,282	12,842
<b>Current assets</b>			
Debtors	16	18,647	21,267
Cash at bank and in hand	17	58,012	49,728
		<u>76,659</u>	<u>70,995</u>
<b>Creditors: Amounts falling due within one year</b>	18	<u>(8,474)</u>	<u>(3,910)</u>
<b>Net current assets</b>		<u>68,185</u>	<u>67,085</u>
<b>Net assets</b>		<u>74,467</u>	<u>79,927</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds		5,916	11,638
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>68,551</u>	<u>68,289</u>
<b>Total funds</b>	20	<u>74,467</u>	<u>79,927</u>

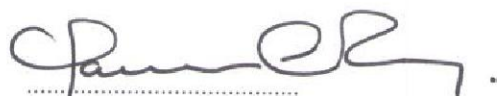
For the financial year ending 31 August 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

#### 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.

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

The financial statements on pages 7 to 20 were approved by the trustees, and authorised for issue on 12 April 2021 and signed on their behalf by:



.....  
T Reay  
Trustee

## **Sunflowers at Grafton**

### **Notes to the Financial Statements for the Year Ended 31 August 2020**

#### **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 £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Sunflowers at Grafton  
East Grafton  
Marlborough  
SN8 3DB

The principal place of business is:

Sunflowers at Grafton  
East Grafton  
Marlborough  
SN8 3DB

These financial statements were authorised for issue by the trustees on 12 April 2021.

#### **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 2015) - (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**

Sunflowers at Grafton 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.

## **Sunflowers at Grafton**

### **Notes to the Financial Statements for the Year Ended 31 August 2020**

#### **Income and endowments**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

#### ***Donations and legacies***

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

#### ***Grants receivable***

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### ***Raising funds***

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

#### ***Charitable activities***

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**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

#### **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.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2020

#### **Tangible fixed assets**

Individual fixed assets costing £250.00 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:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Office equipment	33% straight line
Pre-school & nursery equipment	33% straight line
Fixtures & fittings	33% straight line
Motor vehicles	20% straight line
Leasehold improvements	10% straight line

#### **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**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2020

#### **Foreign exchange**

Transactions in foreign currencies are recorded at the rate of exchange at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are reported at the rates of exchange prevailing at that date.

The results of overseas operations are translated at the average rates of exchange during the period and their balance sheets at the rates ruling at the balance sheet date. Exchange differences arising on translation of the opening net assets and results of overseas operations are reported in other comprehensive income and accumulated in equity (attributed to non-controlling interests as appropriate).

Other exchange differences are recognised in the Statement of Financial Activities in the period in which they arise except for:

- 1) exchange differences on transactions entered into to hedge certain foreign currency risks (see above);
- 2) exchange differences arising on gains or losses on non-monetary items which are recognised in other comprehensive income; and
- 3) in the case of the consolidated financial statements, exchange differences on monetary items receivable from or payable to a foreign operation for which settlement is neither planned nor likely to occur (therefore forming part of the net investment in the foreign operation), which are recognised in other comprehensive income and reported under equity.

#### **Fund structure**

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

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

#### **Pensions and other post retirement obligations**

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity 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 in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2020

#### 3 Income from donations and legacies

	Unrestricted funds	Restricted funds	Total 2020	Total 2019
	General £	£	£	£
Donations and legacies;				
Donations from fundraising events	1,718	-	1,718	1,437
Grants, including capital grants;				
Government grants	7,000	31,451	38,451	-
	<u>8,718</u>	<u>31,451</u>	<u>40,169</u>	<u>1,437</u>

#### 4 Income from charitable activities

	Unrestricted funds	Total 2020	Total 2019
	General £	£	£
Childcare income	292,169	292,169	353,086

#### 5 Other income

	Unrestricted funds	Total 2020	Total 2019
	General £	£	£
Minibus and other income	16,493	16,493	16,249

#### 6 Expenditure on raising funds

##### a) Costs of generating donations and legacies

	Unrestricted funds	Total 2020	Total 2019
	General £	£	£
Event expenses	1,115	1,115	907

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2020

#### 7 Expenditure on charitable activities

	Note	Unrestricted funds		Total 2020 £	Total 2019 £
		General £	Restricted funds £		
Childcare income		22,709	-	22,709	34,863
Staff costs		246,450	30,451	276,901	272,859
Allocated support costs		32,163	1,500	33,663	35,999
Governance costs	9	2,505	-	2,505	2,667
		<u>303,827</u>	<u>31,951</u>	<u>335,778</u>	<u>346,388</u>

#### 8 Other expenditure

	Note	Unrestricted funds		Total 2020 £	Total 2019 £
		General £	Restricted funds £		
Staff costs					
Wages and salaries		3,013	-	3,013	3,172
Other staff costs		434	-	434	-
Depreciation, amortisation and other similar costs		-	5,222	5,222	5,222
Minibus expenditure		8,729	-	8,729	7,422
		<u>12,176</u>	<u>5,222</u>	<u>17,398</u>	<u>15,816</u>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2020

#### 9 Analysis of governance costs

##### Governance costs

	Unrestricted funds		
	General	Total	Total
	£	2020	2019
		£	£
Independent examiner fees			
Examination of the financial statements	1,130	1,130	1,080
Other fees paid to examiners	900	900	838
Legal fees	250	250	299
Other governance costs	225	225	450
	<u>2,505</u>	<u>2,505</u>	<u>2,667</u>

#### 10 Net incoming/outgoing resources

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

	2020	2019
	£	£
Depreciation of fixed assets	<u>5,222</u>	<u>7,050</u>

#### 11 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.

#### 12 Staff costs

The aggregate payroll costs were as follows:

	2020	2019
	£	£
<b>Staff costs during the year were:</b>		
Wages and salaries	271,205	267,396
Pension costs	7,973	6,741
Other staff costs	1,170	1,894
	<u>280,348</u>	<u>276,031</u>

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

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2020

	<b>2020</b>	<b>2019</b>
	<b>No</b>	<b>No</b>
average number of persons employed	15	14

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

#### 13 Independent examiner's remuneration

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Examination of the financial statements	1,130	1,080
<b>Other fees to examiners</b>		
All other services	900	838

#### 14 Taxation

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

#### 15 Tangible fixed assets

	<b>Land and buildings</b>	<b>Furniture and equipment</b>	<b>Motor vehicles</b>	<b>Other tangible fixed asset</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>					
At 1 September 2019	5,823	3,192	26,230	15,589	50,834
At 31 August 2020	5,823	3,192	26,230	15,589	50,834
<b>Depreciation</b>					
At 1 September 2019	2,910	3,192	17,092	14,797	37,991
Charge for the year	582	-	5,222	757	6,561
At 31 August 2020	3,492	3,192	22,314	15,554	44,552
<b>Net book value</b>					
At 31 August 2020	2,331	-	3,916	35	6,282
At 31 August 2019	2,913	-	9,138	792	12,843

Included within the net book value of land and buildings above is £Nil (2019 - £Nil) in respect of freehold land and buildings and £2,331 (2019 - £2,913) in respect of leaseholds.

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2020

#### 16 Debtors

	2020 £	2019 £
Trade debtors	10,656	17,283
Prepayments	7,991	3,984
	<u>18,647</u>	<u>21,267</u>

#### 17 Cash and cash equivalents

	2020 £	2019 £
Cash on hand	140	140
Cash at bank	57,872	49,588
	<u>58,012</u>	<u>49,728</u>

#### 18 Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	4,061	2,164
Other taxation and social security	662	3
Other creditors	910	663
Accruals	2,841	1,080
	<u>8,474</u>	<u>3,910</u>

#### 19 Pension and other schemes

##### Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £7,973 (2019 - £6,741).

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2020

#### 20 Funds

	Balance at 1 September 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 August 2020 £
<b>Unrestricted funds</b>					
General	43,289	316,265	(316,003)	(25,000)	18,551
Contingency	25,000	-	-	25,000	50,000
<b>Total unrestricted funds</b>	<b>68,289</b>	<b>316,265</b>	<b>(316,003)</b>	<b>-</b>	<b>68,551</b>
<b>Restricted funds</b>	<b>11,638</b>	<b>31,451</b>	<b>(37,173)</b>	<b>-</b>	<b>5,916</b>
<b>Total funds</b>	<b>79,927</b>	<b>347,716</b>	<b>(353,176)</b>	<b>-</b>	<b>74,467</b>
	<b>Balance at 1 September 2018 £</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Transfers £</b>	<b>Balance at 31 August 2019 £</b>
<b>Unrestricted funds</b>					
General	(11,269)	370,772	(350,296)	34,082	43,289
Contingency	59,082	-	-	(34,082)	25,000
Maintenance and development	7,093	-	(7,093)	-	-
<b>Total unrestricted funds</b>	<b>54,906</b>	<b>370,772</b>	<b>(357,389)</b>	<b>-</b>	<b>68,289</b>
<b>Restricted funds</b>	<b>17,360</b>	<b>-</b>	<b>(5,722)</b>	<b>-</b>	<b>11,638</b>
<b>Total funds</b>	<b>72,266</b>	<b>370,772</b>	<b>(363,111)</b>	<b>-</b>	<b>79,927</b>

## Sunflowers at Grafton

### Notes to the Financial Statements for the Year Ended 31 August 2020

#### 21 Analysis of net assets between funds

At 31 August 2019

	Unrestricted funds	Restricted funds	Total funds
	General £	£	£
Tangible fixed assets	366	5,916	6,282
Current assets	72,358	4,301	76,659
Current liabilities	(8,474)	-	(8,474)
Total net assets	<u>64,250</u>	<u>10,217</u>	<u>74,467</u>

At 31 August 2018

	Unrestricted funds	Restricted funds	Total funds
	General £	£	£
Tangible fixed assets	1,204	11,638	12,842
Current assets	70,995	-	70,995
Current liabilities	(3,910)	-	(3,910)
Total net assets	<u>68,289</u>	<u>11,638</u>	<u>79,927</u>

#### 22 Analysis of net funds

	At 1 September 2019 £	Financing cash flows £	At 31 August 2020 £
Cash at bank and in hand	49,728	8,284	58,012
Net debt	<u>49,728</u>	<u>8,284</u>	<u>58,012</u>
	At 1 September 2018 £	Financing cash flows £	At 31 August 2019 £
Cash at bank and in hand	49,728	16,601	66,329
Net debt	<u>49,728</u>	<u>16,601</u>	<u>66,329</u>

#### 23 Off-balance sheet arrangements

The charity has entered into a lease agreement for the use of a minibus. As at 31 August 2020 the charity is committed to pay £13,500 (2019: £17,100) over the term of the lease.