

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

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 6
Statement of Trustees' Responsibilities	7
Independent Examiner's Report	8
Statement of Financial Activities	9 to 10
Balance Sheet	11
Notes to the Financial Statements	12 to 23

Sunflowers at Grafton

Reference and Administrative Details

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 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 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
------------	-----------

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 £
Income and Endowments from:				
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		416,030	8,278	424,308
Expenditure on:				
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		(396,953)	(12,694)	(409,647)
Net income/(expenditure)		19,077	(4,416)	14,661
Net movement in funds		19,077	(4,416)	14,661
Reconciliation of funds				
Total funds brought forward		68,551	5,916	74,467
Total funds carried forward	20	87,628	1,500	89,128
	Note	Unrestricted £	Restricted £	Total 2020 £
Income and Endowments from:				
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		317,380	31,451	348,831
Expenditure on:				
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		(317,118)	(37,173)	(354,291)
Net income/(expenditure)		262	(5,722)	(5,460)
Net movement in funds		262	(5,722)	(5,460)
Reconciliation of funds				
Total funds brought forward		68,289	11,638	79,927
Total funds carried forward	20	68,551	5,916	74,467

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 £
Fixed assets			
Tangible assets	15	6,584	6,282
Current assets			
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
Creditors: Amounts falling due within one year	18	<u>(5,018)</u>	<u>(8,474)</u>
Net current assets		<u>82,544</u>	<u>68,185</u>
Net assets		<u>89,128</u>	<u>74,467</u>
Funds of the charity:			
Restricted income funds			
Restricted funds	20	1,500	5,916
Unrestricted income funds			
Unrestricted funds		<u>87,628</u>	<u>68,551</u>
Total funds	20	<u>89,128</u>	<u>74,467</u>

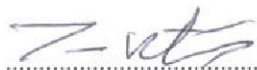
For the financial year ending 31 August 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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:

Asset class	Depreciation method and rate
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
Total for 2021	<u>14,497</u>	<u>8,278</u>	<u>22,775</u>
Total for 2020	<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
Total for 2021	<u>386,052</u>	<u>386,052</u>
Total for 2020	<u>292,169</u>	<u>292,169</u>

5 Other income

	Unrestricted funds General £	Total funds £
Minibus and other income	15,481	15,481
Total for 2021	<u>15,481</u>	<u>15,481</u>
Total for 2020	<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
Total for 2021		85	85
Total for 2020		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
Total for 2021		381,778	8,778	390,556
Total for 2020		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
Total for 2021		<u>15,090</u>	<u>3,916</u>	<u>19,006</u>
Total for 2020		<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
Total for 2021	<u>2,977</u>	<u>2,977</u>
Total for 2020	<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
	£	£
Staff costs during the year were:		
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	2020
	No	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>
Other fees to examiners		
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 £
Cost					
At 1 September 2020	5,823	3,192	26,230	15,589	50,834
Additions	-	5,494	-	-	5,494
At 31 August 2021	5,823	8,686	26,230	15,589	56,328
Depreciation					
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	4,074	3,256	26,230	16,184	49,744
Net book value					
At 31 August 2021	1,749	5,430	-	(595)	6,584
At 31 August 2020	2,331	-	3,916	35	6,282

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 £
Unrestricted funds					
<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>
Total unrestricted funds	68,551	415,945	(396,868)	-	87,628
Restricted funds					
Grant income	<u>5,916</u>	<u>8,278</u>	<u>(12,694)</u>	<u>-</u>	<u>1,500</u>
Total funds	<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 £
Unrestricted funds					
<i>General</i>					
General funds	43,289	316,265	(316,003)	(25,000)	18,551
<i>Designated</i>					
Contingency reserve	<u>25,000</u>	<u>-</u>	<u>-</u>	<u>25,000</u>	<u>50,000</u>
Total unrestricted funds	68,289	316,265	(316,003)	-	68,551
Restricted					
Grant income	<u>11,638</u>	<u>31,451</u>	<u>(37,173)</u>	<u>-</u>	<u>5,916</u>
Total funds	<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>