

Wivenhoe Pre-School

Charity No. 1150173

Company No. 07578727

Trustees' Report and Unaudited Accounts

31 August 2022

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The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the unaudited financial statements of the charity for the year ended 31 August 2022.

#### REFERENCE AND ADMINISTRATIVE DETAILS

Company No. 07578727

Charity No. 1150173

Registered Office

Congregational Church Hall  
101 High Street  
Wivenhoe  
Colchester, Essex  
CO7 1AB

Directors and Trustees

The Directors of the charitable company are its Trustees for the purposes of charity law.

The following Directors and Trustees served during the year:

S. Clubb  
C. Connell  
O. Reeves

Accountants

Quantic Accountancy Limited  
1 Second Avenue  
Bluebridge  
Halstead  
Essex  
CO9 2SU

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The above report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime as set out in Part 15 of the Companies Act 2006 and in accordance with the Charities SORP (FRS 102).

Signed on behalf of the board

S. Clubb

*samantha clubb*

Trustee

signed on 25/05/2023, 11:43:04 BST

09 December 2022

Independent Examiner's Report to the trustees of Wivenhoe Pre-School

I report to the charity trustees on my examination of the financial statements of Wivenhoe Pre-School for the year ended 31 August 2022 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet and the related notes.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the charity 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 financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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

- accounting records were not kept in accordance with section 386 of the 2006 Act ; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements under section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the financial statements have not been prepared in accordance with the Charities SORP (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 financial statements to be reached.

*Stuart Foster*

signed on 25/05/2023, 11:45:29 BST

Stuart Foster FCCA

ACCA

Quantic Accountancy Limited

1 Second Avenue

Bluebridge

Halstead

Essex

CO9 2SU

09 December 2022

Wivenhoe Pre-School  
Statement of Financial Activities  
for the year ended 31 August 2022

		Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
	Notes			
Income and endowments from:				
Charitable activities	4	297	297	172
Other trading activities	5	69,523	69,523	66,847
Investments	6	9	9	-
Total		69,829	69,829	67,019
Expenditure on:				
Other	7	71,983	71,983	64,125
Total		71,983	71,983	64,125
Net gains on investments		-	-	-
Net (expenditure)/income	8	(2,154)	(2,154)	2,894
Transfers between funds		-	-	-
Net (expenditure)/income before other gains/(losses)		(2,154)	(2,154)	2,894
Other gains and losses				
Net movement in funds		(2,154)	(2,154)	2,894
Reconciliation of funds:				
Total funds brought forward		32,728	32,728	29,834
Total funds carried forward		30,574	30,574	32,728

Wivenhoe Pre-School  
Summary Income and Expenditure Account  
for the year ended 31 August 2022

	2022 £	2021 £
Income	69,820	67,018
Interest and investment income	9	-
Gross income for the year	<u>69,829</u>	<u>67,018</u>
Expenditure	71,720	63,789
Depreciation and charges for impairment of fixed assets	263	336
Total expenditure for the year	<u>71,983</u>	<u>64,125</u>
Net (expenditure)/income before tax for the year	(2,154)	2,893
Net (expenditure )/income for the year	<u><u>(2,154)</u></u>	<u><u>2,893</u></u>

Wivenhoe Pre-School

Balance Sheet

at 31 August 2022

Company No. 07578727	Notes	2022 £	2021 £
Fixed assets			
Tangible assets	10	1,060	1,323
		<u>1,060</u>	<u>1,323</u>
Current assets			
Cash at bank and in hand		29,827	31,716
		<u>29,827</u>	<u>31,716</u>
Creditors: Amount falling due within one year	11	(313)	(311)
Net current assets		<u>29,514</u>	<u>31,405</u>
Total assets less current liabilities		<u>30,574</u>	<u>32,728</u>
Net assets excluding pension asset or liability		<u>30,574</u>	<u>32,728</u>
Total net assets		<u><u>30,574</u></u>	<u><u>32,728</u></u>
The funds of the charity			
Restricted funds	12		
Unrestricted funds	12		
General funds		30,574	32,728
		<u>30,574</u>	<u>32,728</u>
Reserves	12		
Total funds		<u><u>30,574</u></u>	<u><u>32,728</u></u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

For the year ended 31 August 2022 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

Approved by the board on 09 December 2022

And signed on its behalf by:

*samantha clubb*

signed on 25/05/2023, 11:43:04 BST

S. Clubb

Trustee

09 December 2022

for the year ended 31 August 2022

## 1 Accounting policies

### Basis of preparation

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) and the Companies Act 2006.

### Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

### Fund accounting

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

**Designated funds** These are unrestricted funds earmarked by the trustees for particular purposes.

**Revaluation funds** These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.

**Restricted funds** These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

### Income

**Recognition of income** Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.

**Income with related expenditure** Where income has related expenditure the income and related expenditure is reported gross in the SoFA.

**Donations and legacies** Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.

**Tax reclaims on donations and gifts** Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.

**Donated services and facilities** These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.

**Volunteer help** The value of any volunteer help received is not included in the accounts.

**Investment income** This is included in the accounts when receivable.

**Gains/(losses) on revaluation of fixed assets** This includes any gain or loss resulting from revaluing investments to market value at the end of the year.

**Gains/(losses) on investment assets** This includes any gain or loss on the sale of investments.



#### Expenditure

##### Recognition of expenditure

Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

##### Expenditure on raising funds

These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.

##### Expenditure on charitable activities

These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.

##### Grants payable

All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.

##### Governance costs

These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.

##### Other expenditure

These are support costs not allocated to a particular activity.

#### Taxation

The charity is exempt from corporation tax on its charitable activities.

#### Tangible fixed assets and depreciation

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

##### Fixtures, fittings and equipment

15-25% Reducing balance

#### Freehold investment property

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

#### Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

#### Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

#### Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### Research and development

Expenditure on research and development is written off in the year in which it is incurred.

#### Foreign currencies

Monetary assets and liabilities denominated in currencies other than the functional currency of the charity are translated at the rates of exchange prevailing at the end of the reporting period.

Transactions in currencies other than the functional currency of the charity are recorded at the rate of exchange on the date that the transaction occurred.

All exchange differences are taken into account in arriving at net income/expenditure.

#### Leased assets

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation.

Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

#### Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

#### Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

## 2 Company status

The company is a private company limited by guarantee and consequently does not have share capital.

## 3 Statement of Financial Activities - prior year

	Unrestricted funds 2021 £	Total funds 2021 £
Income and endowments from:		
Charitable activities	172	172
Other trading activities	66,847	66,847
Total	<u>67,019</u>	<u>67,019</u>
Expenditure on:		
Other	64,125	64,125
Total	<u>64,125</u>	<u>64,125</u>
Net income	<u>2,894</u>	<u>2,894</u>
Net income before other gains/(losses)	2,894	2,894
Other gains and losses:		
Net movement in funds	<u>2,894</u>	<u>2,894</u>
Reconciliation of funds:		
Total funds brought forward	29,835	29,835
Total funds carried forward	<u><u>32,729</u></u>	<u><u>32,729</u></u>

## 4 Income from charitable activities

	Unrestricted	Total 2022 £	Total 2021 £
Fundraising events	297	297	172
	<u>297</u>	<u>297</u>	<u>172</u>

## 5 Income from other trading activities

	Unrestricted	Total 2022 £	Total 2021 £
Fees	69,523	69,523	66,847
	<u>69,523</u>	<u>69,523</u>	<u>66,847</u>

6 Income from investments

	Unrestricted	Total 2022	Total 2021
	£	£	£
Deposit account interest	9	9	-
	<u>9</u>	<u>9</u>	<u>-</u>

7 Other expenditure

	Unrestricted	Total 2022	Total 2021
	£	£	£
Employee costs	58,053	58,053	48,284
Premises costs	6,521	6,521	8,694
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	263	263	336
General administrative costs	5,922	5,922	4,774
Legal and professional costs	1,224	1,224	2,037
	<u>71,983</u>	<u>71,983</u>	<u>64,125</u>

8 Net (expenditure)/income before transfers

	2022	2021
	£	£
This is stated after charging:		
Depreciation of owned fixed assets	263	336
Independent Examiner's fee	378	360

9 Staff costs

	2022	2021
Salaries and wages	57,310	47,928
	<u>57,310</u>	<u>47,928</u>

No employee received emoluments in excess of £60,000.

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

	2022	2021
	Number	Number
Pre-school	6	6
	<u>6</u>	<u>6</u>

10 Tangible fixed assets

	Fixtures, fittings and equipment £	Total £
Cost or revaluation		
At 1 September 2021	2,436	2,436
At 31 August 2022	<u>2,436</u>	<u>2,436</u>
Depreciation and impairment		
At 1 September 2021	1,113	1,113
Depreciation charge for the year	263	263
At 31 August 2022	<u>1,376</u>	<u>1,376</u>
Net book values		
At 31 August 2022	<u>1,060</u>	<u>1,060</u>
At 31 August 2021	<u>1,323</u>	<u>1,323</u>

11 Creditors:

amounts falling due within one year

	2022 £	2021 £
Accruals	313	311
	<u>313</u>	<u>311</u>

12 Movement in funds

	At 1 September 2021	Incoming resources (including other gains/losses) £	Resources expended £	At 31 August 2022 £
Restricted funds:				
Unrestricted funds:				
General funds	32,728	69,829	(71,983)	30,574
Total funds	<u>32,728</u>	<u>69,829</u>	<u>(71,983)</u>	<u>30,574</u>

13 Analysis of net assets between funds

	Unrestricted funds £	Total £
Fixed assets	1,060	1,060
Net current assets	29,514	29,514
	<u>30,574</u>	<u>30,574</u>

14 Reconciliation of net debt

	At 1 September 2021 £	Cash flows £	At 31 August 2022 £
Cash and cash equivalents	31,716	(1,889)	29,827
	<u>31,716</u>	<u>(1,889)</u>	<u>29,827</u>
Net debt	<u>31,716</u>	<u>(1,889)</u>	<u>29,827</u>

15 Related party disclosures

*Controlling party*

The company is limited by guarantee and has no share capital; thus no single party controls the company.

Wivenhoe Pre-School  
Detailed Statement of Financial Activities  
for the year ended 31 August 2022

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income and endowments from:			
Charitable activities			
Fundraising events	297	297	172
	<u>297</u>	<u>297</u>	<u>172</u>
Other trading activities			
Fees	69,523	69,523	66,847
	<u>69,523</u>	<u>69,523</u>	<u>66,847</u>
Investments			
Deposit account interest	9	9	-
	<u>9</u>	<u>9</u>	<u>-</u>
Total income and endowments	69,829	69,829	67,019
Expenditure on:			
Employee costs			
Salaries/wages	57,310	57,310	47,928
Staff training	743	743	356
	<u>58,053</u>	<u>58,053</u>	<u>48,284</u>
Premises costs			
Rent	6,521	6,521	8,694
	<u>6,521</u>	<u>6,521</u>	<u>8,694</u>
General administrative costs, including depreciation and amortisation			
Depreciation of Fixtures, fittings and equipment	263	263	336
Equipment expensed	2,705	2,705	773
General insurances	906	906	888
Stationery and printing	69	69	1,054
Sundry expenses	2,142	2,142	1,939
Telephone, fax and broadband	100	100	120
	<u>6,185</u>	<u>6,185</u>	<u>5,110</u>
Legal and professional costs			
Accountancy and bookkeeping	1,224	1,224	2,037
	<u>1,224</u>	<u>1,224</u>	<u>2,037</u>
Total of expenditure of other costs	<u>71,983</u>	<u>71,983</u>	<u>64,125</u>
Total expenditure	71,983	71,983	64,125
Net gains on investments	-	-	-
	<u>(2,154)</u>	<u>(2,154)</u>	<u>2,894</u>
Net (expenditure)/income	(2,154)	(2,154)	2,894

Wivenhoe Pre-School  
Detailed Statement of Financial Activities

Net (expenditure)/income before other gains/(losses)	(2,154)	(2,154)	2,894
Other Gains	-	-	-
Net movement in funds	(2,154)	(2,154)	2,894
Reconciliation of funds:			
Total funds brought forward	32,728	32,728	29,834
Total funds carried forward	30,574	30,574	32,728



# Signatures' technical details

## Signatures

**wivenhoepreschool@hotmail.com**

25/05/2023, 11:43:04 BST

**Fingerprint**

7f5aeb063afdb6d0e3e77dcee71dae9af39dfddd

**stuart@quantic-ac.co.uk**

25/05/2023, 11:45:29 BST

**Fingerprint**

293e8708aafdb01f693edb614f3d2b15aed29251

## Event log

10.50.11.47	25/05/2023, 11:30:28 BST Signing request created.
System	25/05/2023, 11:30:29 BST Notification sent to wivenhoepreschool@hotmail.com.
System	25/05/2023, 11:42:39 BST Signing page opened by signee wivenhoepreschool@hotmail.com.
System	25/05/2023, 11:43:04 BST Signee wivenhoepreschool@hotmail.com signed document.
System	25/05/2023, 11:43:06 BST Notification sent to stuart@quantic-ac.co.uk.
System	25/05/2023, 11:44:30 BST Signing page opened by signee stuart@quantic-ac.co.uk.
System	25/05/2023, 11:45:29 BST Signee stuart@quantic-ac.co.uk signed document.
System	25/05/2023, 11:45:30 BST Signing process completed.

## Summary

**Envelope's ID:** 71079k6l

**Document's hash:** f74c6c3c57e0496b9e9b6f18d3c82b74d78401b3f3df1004d261914709105a84

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Wivenhoe Pre-School  
Charity No. 1150173  
Company No. 07576727  
Trustees' Report and Unaudited Accounts  
31 August 2022

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