

**Wivenhoe Pre-School**

**Charity No. 1150173**

**Company No. 07578727**

**Trustees' Report and Unaudited Accounts**

**31 August 2023**

**Wivenhoe Pre-School**  
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**Wivenhoe Pre-School**  
**Trustees Annual Report**

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 2023.

**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 (Resigned 9 December 2022)  
J.L. Hannah  
O. Reeves  
C. Sparrow  
D. Tarala

**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 *Skclubb*  
Trustee signed on 30/04/2024, 15:16:02 BST  
20 October 2023

**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 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 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:

- 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 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 financial statements to be reached.

Stuart Foster (FCCA) ACCA  
Quantic Accountancy Limited  
1 Second Avenue  
Bluebridge  
Halstead  
Essex  
CO9 2SU  
20 October 2023

**Wivenhoe Pre-School**  
**Statement of Financial Activities**  
**for the year ended 31 August 2023**

		Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
	Notes			
<b>Income and endowments</b>				
<b>from:</b>				
Charitable activities	4	81,095	81,095	69,820
Investments	5	143	143	9
<b>Total</b>		<b>81,238</b>	<b>81,238</b>	<b>69,829</b>
<b>Expenditure on:</b>				
Charitable activities	6	3,703	3,703	-
Other	7	75,465	75,465	71,983
<b>Total</b>		<b>79,168</b>	<b>79,168</b>	<b>71,983</b>
Net gains on investments		-	-	-
<b>Net income/(expenditure)</b>	8	<b>2,070</b>	<b>2,070</b>	<b>(2,154)</b>
Transfers between funds		-	-	-
<b>Net income/(expenditure) before other gains/(losses)</b>		<b>2,070</b>	<b>2,070</b>	<b>(2,154)</b>
<b>Other gains and losses</b>				
<b>Net movement in funds</b>		<b>2,070</b>	<b>2,070</b>	<b>(2,154)</b>
<b>Reconciliation of funds:</b>				
Total funds brought forward		30,574	30,574	32,728
<b>Total funds carried forward</b>		<b>32,644</b>	<b>32,644</b>	<b>30,574</b>

**Wivenhoe Pre-School**  
**Summary Income and Expenditure Account**  
**for the year ended 31 August 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Income	81,095	69,820
Interest and investment income	143	9
<b>Gross income for the year</b>	<u>81,238</u>	<u>69,829</u>
Expenditure	78,956	71,720
Depreciation and charges for impairment of fixed assets	212	263
<b>Total expenditure for the year</b>	<u>79,168</u>	<u>71,983</u>
Net income/(expenditure) before tax for the year	2,070	(2,154)
<b>Net income /(expenditure )for the year</b>	<u><u>2,070</u></u>	<u><u>(2,154)</u></u>

**Wivenhoe Pre-School****Balance Sheet****at 31 August 2023**

<b>Company No. 07578727</b>	<b>Notes</b>	<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>
<b>Fixed assets</b>			
Tangible assets	10	848	1,060
		848	1,060
<b>Current assets</b>			
Cash at bank and in hand		32,109	29,827
		32,109	29,827
<b>Creditors:</b> Amount falling due within one year	11	(313)	(313)
<b>Net current assets</b>		31,796	29,514
<b>Total assets less current liabilities</b>		32,644	30,574
<b>Net assets excluding pension asset or liability</b>		32,644	30,574
<b>Total net assets</b>		32,644	30,574
<b>The funds of the charity</b>			
<b>Restricted funds</b>	12		
<b>Unrestricted funds</b>	12		
General funds		32,644	30,574
		32,644	30,574
<b>Reserves</b>	12		
<b>Total funds</b>		32,644	30,574

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 2023 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 20 October 2023

And signed on its behalf by:

*Skclubb*

signed on 30/04/2024, 15:16:02 BST

S. Clubb

Trustee

20 October 2023

**for the year ended 31 August 2023**

## **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.



## **Wivenhoe Pre-School**

### **Notes to the Accounts**

#### **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
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#### **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.

### **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 2022 £	Total funds 2022 £
<b>Income and endowments from:</b>		
Charitable activities	69,820	69,820
Investments	9	9
<b>Total</b>	<b>69,829</b>	<b>69,829</b>
<b>Expenditure on:</b>		
Other	71,983	71,983
<b>Total</b>	<b>71,983</b>	<b>71,983</b>
<b>Net income</b>	<b>(2,154)</b>	<b>(2,154)</b>
<b>Net income before other gains/(losses)</b>	<b>(2,154)</b>	<b>(2,154)</b>
<b>Other gains and losses:</b>		
<b>Net movement in funds</b>	<b>(2,154)</b>	<b>(2,154)</b>
<b>Reconciliation of funds:</b>		
Total funds brought forward	32,728	32,728
<b>Total funds carried forward</b>	<b>30,574</b>	<b>30,574</b>

4 Income from charitable activities

	Unrestricted £	Total 2023 £	Total 2022 £
Pre-School fees and funding	80,850	80,850	69,523
Fundraising events	245	245	297
	<b>81,095</b>	<b>81,095</b>	<b>69,820</b>

5 Income from investments

	Unrestricted £	Total 2023 £	Total 2022 £
Deposit account interest	143	143	9
	<b>143</b>	<b>143</b>	<b>9</b>

**6 Expenditure on charitable activities**

	<b>Unrestricted</b>	<b>Total</b>	<b>Total</b>
	<b>2023</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<i>Expenditure on charitable activities</i>			
Pre-School fees and funding	3,703	3,703	-
Governance costs			
	<u>3,703</u>	<u>3,703</u>	<u>-</u>

**7 Other expenditure**

	<b>Unrestricted</b>	<b>Total</b>	<b>Total</b>
	<b>2023</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Employee costs	61,926	61,926	58,053
Premises costs	8,318	8,318	6,521
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	212	212	263
General administrative costs	3,718	3,718	5,922
Legal and professional costs	1,291	1,291	1,224
	<u>75,465</u>	<u>75,465</u>	<u>71,983</u>

**8 Net income/(expenditure) before transfers**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
This is stated after charging:		
Depreciation of owned fixed assets	212	263
Independent Examiner's fee	378	-

**9 Staff costs**

	<b>2023</b>	<b>2022</b>
Salaries and wages	61,133	57,310
	<u>61,133</u>	<u>57,310</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:

	<b>2023</b>	<b>2022</b>
	<b>Number</b>	<b>Number</b>
Pre-school	7	6
	<u>7</u>	<u>6</u>

10 Tangible fixed assets

	Fixtures, fittings and equipment £	Total £
<b>Cost or revaluation</b>		
At 1 September 2022	2,436	2,436
At 31 August 2023	2,436	2,436
<b>Depreciation and impairment</b>		
At 1 September 2022	1,376	1,376
Depreciation charge for the year	212	212
At 31 August 2023	1,588	1,588
<b>Net book values</b>		
At 31 August 2023	848	848
At 31 August 2022	1,060	1,060

11 Creditors:

amounts falling due within one year

	2023 £	2022 £
Accruals	313	313
	313	313

12 Movement in funds

	At 1 September 2022	Incoming resources (including other gains/losses ) £	Resources expended £	At 31 August 2023 £
<b>Restricted funds:</b>				
<b>Unrestricted funds:</b>				
<b>General funds</b>	30,574	81,238	(79,168)	32,644
<b>Total funds</b>	30,574	81,238	(79,168)	32,644

13 Analysis of net assets between funds

	Unrestricted funds £	Total £
Fixed assets	848	848
Net current assets	31,796	31,796
	32,644	32,644

14 Reconciliation of net debt

	At 1 September 2022 £	Cash flows £	At 31 August 2023 £
Cash and cash equivalents	29,827	2,282	32,109
	<u>29,827</u>	<u>2,282</u>	<u>32,109</u>
Net debt	<u>29,827</u>	<u>2,282</u>	<u>32,109</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 2023**

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
<b>Income and endowments from:</b>			
Charitable activities			
Pre-School fees and funding	80,850	80,850	69,523
Fundraising events	245	245	297
	<u>81,095</u>	<u>81,095</u>	<u>69,820</u>
Investments			
Deposit account interest	143	143	9
	<u>143</u>	<u>143</u>	<u>9</u>
<b>Total income and endowments</b>	<b>81,238</b>	<b>81,238</b>	<b>69,829</b>
<b>Expenditure on:</b>			
Charitable activities			
Pre-School fees and funding	3,703	3,703	-
	<u>3,703</u>	<u>3,703</u>	<u>-</u>
<b>Total of expenditure on charitable activities</b>	<b>3,703</b>	<b>3,703</b>	<b>-</b>
Employee costs			
Salaries/wages	61,133	61,133	57,310
Staff entertainment	259	259	-
Staff training	534	534	743
	<u>61,926</u>	<u>61,926</u>	<u>58,053</u>
Premises costs			
Rent	7,988	7,988	6,521
Premises cleaning	330	330	-
	<u>8,318</u>	<u>8,318</u>	<u>6,521</u>
General administrative costs, including depreciation and amortisation			
Depreciation of Fixtures, fittings and equipment	212	212	263
Equipment expensed	1,619	1,619	2,705
General insurances	932	932	906
Stationery and printing	49	49	69
Subscriptions	260	260	-
Sundry expenses	798	798	2,142
Telephone, fax and broadband	60	60	100
	<u>3,930</u>	<u>3,930</u>	<u>6,185</u>
Legal and professional costs			
Audit/Independent examination fees	378	378	-
Accountancy and bookkeeping	913	913	1,224

**Wivenhoe Pre-School**  
**Detailed Statement of Financial Activities**

	<u>1,291</u>	<u>1,291</u>	<u>1,224</u>
<b>Total of expenditure of other costs</b>	<u>75,465</u>	<u>75,465</u>	<u>71,983</u>
<b>Total expenditure</b>	<u>79,168</u>	<u>79,168</u>	<u>71,983</u>
Net gains on investments	-	-	-
<b>Net income/(expenditure)</b>	<u>2,070</u>	<u>2,070</u>	<u>(2,154)</u>
<b>Net income/(expenditure) before other gains/(losses)</b>	<u>2,070</u>	<u>2,070</u>	<u>(2,154)</u>
Other Gains	-	-	-
<b>Net movement in funds</b>	<u>2,070</u>	<u>2,070</u>	<u>(2,154)</u>
<b>Reconciliation of funds:</b>			
Total funds brought forward	30,574	30,574	32,728
<b>Total funds carried forward</b>	<u>32,644</u>	<u>32,644</u>	<u>30,574</u>