

Hollingbury Park Pre-School Ltd

(A company limited by guarantee)

Charity No. 1150200

Company No. 07904951

Trustees' Report and Unaudited Accounts

31 March 2024

Hollingbury Park Pre-School Ltd
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Hollingbury Park Pre-School Ltd
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 March 2024.

REFERENCE AND ADMINISTRATIVE DETAILS

Company No. 07904951

Charity No. 1150200

Principal Office

Ditchling Road
Brighton
East Sussex
United Kingdom
BN1 6JU

Registered Office

Ditchling Road
Brighton
East Sussex
BN1 6JU

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:

L. Hornsbury	(Resigned 10 July 2024)
E. Jenkins	
S. Obrien	
B. Puddick	
E. Thomas-Simpson	
A. J P Howard	(Appointed 10 July 2024)

Company Secretary

E. Jenkins

Accountants

Time Accounts Limited
Room 34
Basepoint Business Centre
Little High Street
Shoreham-by-sea
BN43 5EG

Hollingbury Park Pre-School Ltd

Trustees Annual Report

Structure, governance and management

The Trustees meet annually to discuss and approve the company accounts. The Governing Document —PLA Constitution 2008 are also approved at the AGM along with election of Trustees to the board are carried out at the AGM.

All staff and Trustees are required to have a Disclosure and Barring Service (DBS) check in line with statutory requirements and to be at the required appropriate level for supervision and guidance of the children in our care.

The general manager reports to the trustees on all matters relating to the running of the playgroup and financial matters concerning the Charity.

OBJECTIVES AND ACTIVITIES

The company is limited by guarantee and its objectives are to provide quality care and education for children in the local community aged from two years to primary school age, following Statutory Framework for the Early Year Foundation Stage.

ACHIEVEMENTS AND PERFORMANCE

2023/2024 has continued to see an increased number of children since the affects of Covid-19. We have had to employ another member of staff due to this increase of children and have had to use bank staff on numerous occasions. The bank has remained comfortably stable for most of this time.

We are still finding that there is a higher number of children needing additional help with language. We have been supporting these children with professional and extra help in settling in with us.

We had a few children leaving to go to school in September but had a fairly quick influx of new children which continued through the year due to the announcement of details of the new two-year funding.

We continue to have enquiries and visits from prospective parents, so anticipate that attendance will continue to increase.

We have continued to host as many events as possible for the parents to be involved with at the school. These events have been fantastic for bringing everyone together and getting feedback on our practice.

FINANCIAL REVIEW

The trustees receive annual reports on operational and financial matters. These provide a formal check that the charity is performing legally, safely and within its means.

All Trustees have assessed major risks to which the Charity is exposed in particular, those related to the operations and finances of funds held and are satisfied that systems are in place to mitigate exposure.

The Charity holds its funds at HSBC bank and is satisfied that they have procedures in place to ensure funds are held securely. The business is funded by fees from parents and carers and from the Early Years Entitlement Provision for two (where applicable), three- and four-year olds.

The Income received by the charity is applied to various running costs ranging from staff wages, rent, supplies, equipment and day-to-day costs.

POLICY ON RESERVES

The trustees have established a policy of maintaining an appropriate level of reserves to enable the adequate function of the charity in order to maximise the charitable work that it carries out. The trustees review the level of reserves at regular intervals as a part of their annual review of the operational and financial matters reports which they receive.

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



E. Jenkins
Trustee

Hollingbury Park Pre-School Ltd
Independent Examiners Report

Independent Examiner's Report to the trustees of Hollingbury Park Pre-School Ltd

I report to the charity trustees on my examination of the financial statements of Hollingbury Park Pre-School Ltd for the year ended 31 March 2024 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 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 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.



Mrs Hannah Thatcher, FCA LLB
Institute of Chartered Accountants England and Wales
Time Accounts Limited
Room 34
Basepoint Business Centre
Little High Street
Shoreham-by-sea
BN43 5EG

Hollingbury Park Pre-School Ltd
Statement of Financial Activities
for the year ended 31 March 2024

		Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
	Notes			
Income and endowments from:				
Donations and legacies	4	-	-	1,000
Other	5	126,575	126,575	76,916
Total		126,575	126,575	77,916
Expenditure on:				
Charitable activities	6	84,081	84,081	82,195
Other	7	1,561	1,561	1,694
Total		85,642	85,642	83,889
Net gains on investments		-	-	-
Net income/(expenditure)		40,933	40,933	(5,973)
Transfers between funds		-	-	-
Net income/(expenditure) before other gains/(losses)		40,933	40,933	(5,973)
Other gains and losses				
Net movement in funds		40,933	40,933	(5,973)
Reconciliation of funds:				
Total funds brought forward		916	916	6,889
Total funds carried forward		41,849	41,849	916

Hollingbury Park Pre-School Ltd**Balance Sheet****at 31 March 2024**

Company No.	07904951	Notes	2024	2023
			£	£
Current assets				
Debtors	10		578	530
Cash at bank and in hand			53,206	12,010
			<u>53,784</u>	<u>12,540</u>
Creditors: Amount falling due within one year	11		(11,935)	(11,624)
Net current assets			41,849	916
Total assets less current liabilities			41,849	916
Net assets excluding pension asset or liability			41,849	916
Total net assets			<u>41,849</u>	<u>916</u>
The funds of the charity				
Restricted funds	12			
Unrestricted funds	12			
General funds			41,849	916
			<u>41,849</u>	<u>916</u>
Reserves	12			
Total funds			<u>41,849</u>	<u>916</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 March 2024 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

And signed on its behalf by:



E. Jenkins
Trustee

Hollingbury Park Pre-School Ltd
Notes to the Accounts
for the year ended 31 March 2024

1 Accounting policies

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 2019) - (Charities SORP 2019 (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Hollingbury Park Pre- School Limited 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.

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.

Notes to the Accounts

Expenditure

Recognition of 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.
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. 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.

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 adopted Bulletin 1 published on 2 February 2016 and have thereof not included a cash flow statement in these financial statements.

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.

Fund structure

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

Financial instruments

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

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 Charity status

The charity is a charity limited by guarantee 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 charity is incorporated in England and Wales.

The address of its registered office is:

Hollingbury Park Pre-School

Ditchling Road

Brighton

East Sussex

BN1 6JU

3 Statement of Financial Activities - prior year

	Unrestricted funds 2023 £	Total funds 2023 £
Income and endowments from:		
Donations and legacies	1,000	1,000
Other	76,916	76,916
Total	77,916	77,916
Expenditure on:		
Charitable activities	82,195	82,195
Other	1,694	1,694
Total	83,889	83,889
Net income	(5,973)	(5,973)
Net income before other gains/(losses)	(5,973)	(5,973)
Other gains and losses:		
Net movement in funds	(5,973)	(5,973)
Reconciliation of funds:		
Total funds brought forward	6,889	6,889
Total funds carried forward	916	916

4 Income from donations and legacies

Donated goods, facilities and services received

	Unrestricted £	Total 2024 £	Total 2023 £
Donations received	-	-	1,000
	-	-	1,000

5 Other income

	Unrestricted £	Total 2024 £	Total 2023 £
Fees and supplies	126,575	126,575	76,916
	126,575	126,575	76,916

During the year, the Charity received funding totalling £104,189 (2023: £61,308) included in fees and supplies from Brighton and Hove City Council as part of the Early Years Free Entitlement (EYFE) scheme. The funds are used towards providing services carried out by the charity and are designated towards such use.

6 Expenditure on charitable activities

	Unrestricted	Total	Total
		2024	2023
	£	£	£
<i>Governance costs</i>			
Accountant Fees-other fees paid to auditors/accountants	3,327	3,327	2,938
Allocated support cost	80,754	80,754	79,257
	<u>84,081</u>	<u>84,081</u>	<u>82,195</u>

Included within governance costs is £2,004 (2023: £1,990) in relation to accountancy and independent examination services provided.

7 Other expenditure

	Unrestricted	Total	Total
		2024	2023
	£	£	£
Employee costs	1,466	1,466	1,598
General administrative costs	95	95	96
	<u>1,561</u>	<u>1,561</u>	<u>1,694</u>

8 Trustee remuneration and expenses

One or more of the trustees has been paid remuneration in the current or prior periods.

Trustee	Remuneration	Pension	Other benefits
E. Jenkins	9,825	295	-
B. Puddick	21,353	641	-

9 Staff costs

	2024	2023
Pension costs	1,466	1,598
	<u>1,466</u>	<u>1,598</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:

2024	2023
Number	Number
6	5
<u>6</u>	<u>5</u>

10 Debtors

	2024	2023
	£	£
Prepayments and accrued income	578	530
	<u>578</u>	<u>530</u>

Notes to the Accounts

11 Creditors:

amounts falling due within one year

	2024	2023
	£	£
Trade creditors	9,295	9,295
Other taxes and social security	367	136
Other creditors	268	294
Accruals	2,005	1,899
	<u>11,935</u>	<u>11,624</u>

12 Movement in funds

	At 1 April 2023 £	Incoming resources (including other gains/losses) £	Resources expended £	At 31 March 2024 £
Unrestricted funds:				
General funds	916	126,575	(85,642)	41,849
Total funds	<u>916</u>	<u>126,575</u>	<u>(85,642)</u>	<u>41,849</u>

	At 1 April 2022 £	Incoming resources (including other gains/losses) £	Resources expended £	At 31 March 2023 £
Unrestricted funds:				
General funds	6,889	77,916	(83,889)	916
Total funds	<u>6,889</u>	<u>77,916</u>	<u>(83,889)</u>	<u>916</u>

13 Analysis of net assets between funds

	Unrestricted funds £	At 31 March 2024 £
Current assets	53,784	53,784
Current liabilities	(11,935)	(11,935)
	<u>41,849</u>	<u>41,849</u>
	Unrestricted funds £	At 31 March 2023 £
Current assets	12,540	12,540
Current liabilities	(11,624)	(11,624)
	<u>916</u>	<u>916</u>

14 Reconciliation of net debt

	At 1 April 2023	Cash flows	At 31 March 2024
	£	£	£
Cash and cash equivalents	12,010	41,196	53,206
	<u>12,010</u>	<u>41,196</u>	<u>53,206</u>
Net debt	<u>12,010</u>	<u>41,196</u>	<u>53,206</u>

15 Commitments

Pension commitments

	2024	2023
	£	£
The pension cost charge to the company amounted to:	<u>1,466</u>	<u>1,598</u>

16 Related party disclosures

Controlling party

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