

REGISTERED CHARITY NUMBER: 1155711

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 August 2024 for
St Martin's Pre-School

Sally Wainwright ACMA- Et Voila Accountancy Services Limited , Isis House, Smith Road,
Wednesbury, WS10 0PB

St Martin's Pre-School

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for the Year Ended 31 August 2024

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St Martin's Pre-School

Report of the Trustees **for the Year Ended 31 August 2024**

The trustees present their report with the financial statements of the charity for the year ended 31 August 2024. The trustees have adopted the provisions of 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 (FRS102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Pre-School works for the public benefit having as its objects the development and education of children and young people, in particular by:

Promoting their care and safety;

Promoting their education and promoting parental involvement

Promoting their health and wellbeing;

Providing services to support them and their families and carers:

Providing services to individuals holding membership of the CIO; and further the aims of the Early Years Alliance

The primary objective of the Pre-School is the provision of education and care for children from the age of two until they start school. The strategy to achieve this is to provide for a high quality of staff ratio to children, offer additional activities to develop and stimulate children and support children with additional needs with staff with specific SENCO qualifications.

The CIO provides a Pre-School open to all in the local community.

St Martin's Pre-School

Report of the Trustees

for the Year Ended 31 August 2024

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The Pre-School continues to be graded as 'outstanding in all areas' by OFSTED. This confirms the Pre-School's commitment to its aims and objectives by continuing to provide high staff to child ratios, a focus on the education, care, safety, health and wellbeing of the children and offering extra support for those children with additional needs.

The Pre-School showed a profit of £27,982 (2023 profit of £24,631) for the year, as summarised below:

	31/08/2024	31/08/2023
	£	£
Total incoming resources	257,571	228,235
Total resources expended	<u>229,589</u>	<u>203,604</u>
Surplus/(deficit) for the year	27,982	24,631
Fund balances at beginning of year	<u>102,033</u>	<u>77,402</u>
Fund balances at end of year	<u>130,015</u>	<u>102,033</u>

Despite generating a surplus of £27,982, the Pre-School continues to face a challenging financial environment. Consistent with previous years, income generated from funding from Surrey County Council is not sufficient to fully cover staff wages and other operating expenditure. As a result, the Pre-School continues to rely heavily on parent generosity through voluntary monetary donations, to ensure costs are covered.

Investment policy and objectives

The CIO invests in a deposit account with a recognised UK financial institution. The aim of such investment is to achieve the best available investment income returns, balanced against minimising risk to capital, whilst meeting the cash flow requirements of the Pre-School.

St Martin's Pre-School
Report of the Trustees
for the Year Ended 31 August 2024

FINANCIAL REVIEW

Reserves policy

The Committee is mindful of the financial challenges facing the Pre-School when making budget decisions to ensure the long-term financial stability of the Pre-School. The Pre-School's Reserves Policy was reviewed against the major risks facing the Pre-School. Given that the Pre-School had shown a deficit in a recent year, the Committee continues to mitigate for additional challenges, especially those relating to staff costs (including pension auto-enrolment, longer term staff absence and recruitment costs) and the overall financial position.

The policy was updated in 2017 to achieve free reserves to cover four month's total expenditure.

Budgeting policy

Going forward the Committee is committed to helping to improve our financial position. This will be closely monitored and kept under regular review throughout the year.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

St Martin's Pre-School is a charitable incorporated organisation governed by the Pre-School Learning Alliance Model CIO Constitution 2013.

St Martins Pre-School CIO was established on 10 February 2014 as a result of resolutions passed at the Annual General Meeting of St Martin's Pre-School (registered charity number 1023678, now closed) on 24 October 2013.

Recruitment and appointment of new trustees

New Committee members are either elected at a General Meeting or can be asked to join by the existing trustees, should there be a vacancy.

Organisational structure

The Management Committee meets at least termly during the year to determine general policy and review the framework of management and control for which it is legally responsible. At these meetings, the activities of the Pre-School, including strategy, the budget and the annual report and accounts, are reviewed.

The day to day running of the Pre-School is delegated to the Manager, Office Manager and Deputy Manager, and proposals are formulated by these officers who make recommendations to the Committee.

Induction and training of new trustees

New members are inducted into the workings of the CIO, including the Policies and Procedures. Appropriate external training on governance and other relevant matters is offered to committee members.

St Martin's Pre-School
Report of the Trustees
for the Year Ended 31 August 2024

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1155711

Principal address

Worple Road

Epsom Surrey

KT18 7AA

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees

Miss H Simms

Mr N Speirs

Mrs K Bond

Miss C Jukes

Mrs H Knell

Mrs H Smith

Independent Examiner

Miss Sally J Wainwright ACMA

Isis House

Smith Road

Wednesbury

West Midlands

WS10 0PB

Bankers

CAF (CharitiesAid Foundation) 25 Kings Hill Avenue

Kings Hill West Malling

Kent ME19 4TA

Approved by order of the board of trustees on 19th November 2024 and signed on its behalf by:

Miss H Simms - Trustee

St Martin's Pre-School
Report of the Trustees
for the Year Ended 31 August 2024

Independent Examiner's Report to the Trustees of St Martin's Pre-School

I report to the charity trustees on my examination of the accounts of the St Martin's Pre-School (the Trust) for the year ended 31 August 2024

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Sally J Wainwright ACMA
Sally J Wainwright ACMA through Et Voila Accountancy Limited
Isis House
Smith Road
Wednesbury
WS10 0PB



24-Oct-24

St Martin's Pre-School

Statement of Financial Activities **for the Year Ended 31 August 2024**

	Notes	8/31/2024 Unrestricted Funds £	8/31/2023 Total Funds £
INCOME AND ENDOWMENTS			
FROM			
Donations and legacies		13,731	12,686
Discretionary Funding			1,663
Education		239,128	208,328
Other trading activities	2	4,712	5,558
Investment Income	3		
Total		<hr/> 257,571	<hr/> 228,235
EXPENDITURE ON			
Raising funds		1,428	1,428
Charitable activities			
Education		228,161	202,176
Total		<hr/> 229,589	<hr/> 203,604
NET INCOME/(EXPENDITURE)		<hr/> 27,982	<hr/> 24,631
RECONCILIATION OF FUNDS			
Total Funds Brought Forward		102,033	77,402
TOTAL FUNDS CARRIED FORWARD		<hr/> <hr/> 130,015	<hr/> <hr/> 102,033

These notes form part of these financial statements

Balance Sheet
At 31 August 2024

	Notes	31.8.24 Unrestricted Fund £	31.8.23 Total Funds £
Current Assets			
Stocks	7	898	574
Money Owed by Council			
Cash at bank		135,297	105,089
		<hr/> 136,195	<hr/> 105,663
Creditors	8	(4,430)	(1,780)
Amount falling due within one year			
Net Current Assets		<hr/> 131,765	<hr/> 103,883
Total Assets Less Current Liabilities		131,765	103,883
Creditors	9	(1,750)	(1,850)
Amounts falling due after more than one year			
Net Assets			
Funds			
Unrestricted Funds	10	<hr/> 130,015	<hr/> 102,033
Total Funds		<hr/> 130,015	<hr/> 102,033

The Financial statements were approved by the Board of Trustees on 24 October 2024 and were signed on its behalf by:

Miss H Simms - Trustee

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

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts as in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015)

Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

The majority of costs are directly attributable to direct charitable expenses. In the provision of a Pre-School environment. Costs relating to fundraising and governance are shown separately.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The CIO is not subject to taxation on its charitable activities, although it bears the cost of value added tax on purchases. The income of the CIO is exempt from VAT.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the CIO.

The charity does not have any restricted funds.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. OTHER TRADING ACTIVITIES

	31.8.24	31.8.23
School Uniforms	2054	1074
Registration Fees	2300	2300
Xmas Funding		
Other fundraising	382	2184
	<u>4,736</u>	<u>5,558</u>

3. INVESTMENT INCOME

	31.8.24	31.8.23
	£	£
Deposit Account Interest		

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2024 nor for the year ended 31 August 2023.

Trustees' expenses

Expenses reimbursed to members of the Committee in year were nil

5. STAFF COSTS

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

	31.8.24	31.8.23
	£	£
Practitioners	11	11
Manager	1	1
Office Manager	1	1
	<u>13</u>	<u>13</u>

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

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	2024	2023
	Unrestricted Funds	Unrestricted Funds
	£	£
INCOME AND ENDOWMENTS FROM		
Donations and Legacies	13,731	14,349
Charitable Activities		
Education	239,128	208,328
Other Trading Activities	4,712	5,558
Total	257,571	228,235
EXPENDITURE ON		
Raising Funds	1,428	1,428
Charitable Activities		
Education	228,161	202,176
	229,589	203,604
NET INCOME/(EXPENDITURE)	27,982	24,631
RECONCILIATION OF FUNDS		
Total funds brought forward	102,033	77,402
TOTAL FUNDS CARRIED FORWARD	130,015	102,033

7. STOCKS

	31.8.24	31.8.23
	£	£
Stocks	898	574

8. CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.24	31.8.23
	£	£
PAYE		
Deposits	1,450	1,300
Registration Fees	2,500	
Accruals	480	480
	<hr/> 4,430	<hr/> 1,780

9. CREDITORS AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	31.8.24	31.8.23
	£	£
Deposits	1,750	1,850
Registration Fees		
	<hr/> 1,750	<hr/> 1,850

10. MOVEMENTS IN FUNDS

	At 01.9.23	Net Movement in funds	At 31.8.24
Unrestricted Funds			
General Fund	102,033	27,982	130,015
Total Funds	102,033	27,982	130,015

Net Movement in funds, included in the above are as follows:

	Incoming Resources £	Resources Expended £	Movement in Funds £
Unrestricted Funds			
General Fund	257,571	(229,589)	27,982
Total Funds	257,571	(229,589)	27,982

Comparatives for movement in funds

	At 1.9.22	Net Movements in Funds	At 31.8.23
Unrestricted funds			
General Fund	77,402	24,631	102,033
Total funds	77,402	24,631	102,033

Comparative net movement in funds, included in the above as follows:

2023

	Incoming Resources £	Resources Expended £	Movement in funds £
Unrestricted funds			
General fund	228,235	(203,604)	24,631
Total Funds	228,235	(203,604)	24,631

11. RELATED PARTY DISCLOSURES

St Martin's Pre-School purchased insurance for the Committee Members during the year to indemnify them against any liabilities arising as a result of negligence on the charity's behalf. This insurance is purchased through the Pre-School Learning Alliance.

12. ULTIMATE CONTROLLING PARTY

The Pre-School was under the control of the Committee Members, who are also Trustees

St Martin's Pre-School**Detailed Statement of Financial Activities**
for the Year Ended 31 August 2024

	8/31/2024	8/31/2023
	£	£
INCOME AND ENDOWMENTS		
Donations and Legacies		
Donations, gifts and forfeited deposits	12,230	12,871
Discretionary Funding from Council		
Gift Aid	1,501	1,478
	<u>13,731</u>	<u>14,349</u>
Other Trading Activities		
School Uniforms	2,030	1,074
Registration Fees	2,300	2,300
Other fundraising	382	2,184
	<u>4,712</u>	<u>5,558</u>
Charitable Activities		
Surrey EYFE & FEET fees	228,856	204,200
Other Activities		496
Food Vouchers	1,005	
Lunch Club	2,916	2,786
Other income	2,171	846
Disability Access Funding Surrey CC	1,182	
Working Parents Entitlement Surrey CC	2,998	
	<u>239,128</u>	<u>208,328</u>
Total incoming resources	257,571	228,235
EXPENDITURE		
Other Trading activities		
Out Reach Support	3,000	
Spring Fair		
Uniforms	1,516	
	<u>4,516</u>	<u>-</u>

St Martin's Pre-School**Detailed Statement of Financial Activities**
for the Year Ended 31 August 2024

	8/31/2024	8/31/2023
	£	£
Charitable Activities		
Wages	175,741	151,800
Social Security	5,816	3,969
Pensions	3,084	2,579
Subscriptions	736	570
Assets not capitalised play equipment	1,332	
Assets not capitalised plant&machinery	1,280	
Recruitment Expenses		832
Legal and professional	821	1,900
Advertising	110	263
Bank Charges	60	60
Discounts Taken	1,213	1,345
Printing, Stationery, IT, telephone, subs, charges	1,418	1,277
Food Vouchers	930	60
Staff Training	137	1,970
DBS Checks	226	206
Fundraising Expenses		173
Premises Maintenance	591	7,090
Speech and Language Sessions		
Staff Uniform		732
Refreshments	45	
Resources for children	8,693	7,111
Events and Outings	2,176	2,147
Rent	17,039	15,826
Entertainment	695	792
	222,143	200,702
Support Costs		
Finance		
Insurance	1,394	1,402
Governance Costs		
Independent examiners fees	1,536	1,500
Total resources expended	229,589	203,604
Net expenditure	<u>27,982</u>	<u>24,631</u>