

REGISTERED COMPANY NUMBER: 08246084 (England and Wales)
REGISTERED CHARITY NUMBER: 1156087

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 August 2022
for
Oakey Dokeys Pre-School Limited

Oakey Dokeys Pre-School Limited

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for the Year Ended 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 financial statements of the charity for the year ended 31 August 2022. 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 (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of the charity are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

- (a) Offering appropriate play facilities and training courses, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability
- (b) Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas
- (c) Instigating and adhering to and furthering the aim of the pre-school learning alliance.

The charity achieves these objectives through its running of a pre-school which operates under the name of Oakey Dokeys.

Our ethos

We are committed to creating a positive learning environment where we will value your child's individuality and nurture their creativity. We offer opportunities and experiences based on the foundation stage early learning goals and are committed to encouraging children to learn through play (the messier the better).

ACHIEVEMENT AND PERFORMANCE

Oakey Dokeys had a busy year after the COVID pandemic, returning to usual number of children per session, 30 maximum per session with 43 children on role. Many new children joined with very little social interaction experience outside of family bubbles. Some of the measures that we put in place due to COVID were maintained even as rules became more relaxed, but overall, staff and Committee were pleased to return to a more person-centred way of working.

Staff changes were significant this year, with our setting manager, Shirley Funnell, leaving to pursue a career with Essex County Council's SEN department in July 2021. Shirley was also our SENCO (Special Education Needs Co-ordinator), which left two job vacancies. These were filled by Helen Hill, our deputy manager, taking on the setting manager role and Jemma Pells, one of our Early Years Practitioners taking the reins as SENCO for the setting. One of our bank staff, Michelled Goddard was offered a permanent contract with us. We also interviewed for and employed a new bank staff member, Tina Nottage, so started the academic year in September 2022 with a new staff structure. These changes have been positive and invigorating for the organisation as Helen and Jemma embraced their new roles and our additional bank staff provided valuable support for our children with SEN.

We had our AGM in October with a new chair, Sarah Goswell being elected and Abbie Young staying on as Treasurer.

The financial year, as always, begins at a loss as the number of sessions attended are generally lower in the Autumn Term than later in the year, whilst staff costs remain broadly the same, as parents tend to increase the number of sessions that their child attends over the academic year, in preparation for full days at school. Additionally, our interim Autumn Term funding payment from Essex County council is paid during August, outside of the start of the financial year. This means that September and October wages put us at a financial loss until the balancing payment from Essex County Council for Autumn Term is received in November. As our cashflow is stable, we can cover this accounting loss without the need for borrowing from reserves or other sources.

By the end of November, the financial position had improved with a profit showing at the end of November which dips into a loss at the end of December but back in profit by the end of January 2022. During the Spring and Summer Terms we had more children starting with us and others increasing their number of sessions and therefore funding levels or invoice levels, generating more income for the organisation. Some of this is offset by increased staff costs, as additional staff are required to cover absence, additional support for children with SEN needs, or increased staff:child ratios as more children join the register.

Staff costs will always be our biggest monthly expenditure and we aim to keep these to no more than 70% of our total income to maintain financial viability, this year they were 73% of total income, but financially we were able to cover these costs. Training costs are an important part of this and CPD was completed in mandatory Safeguarding training as well as other courses, such as leadership training, SENCO training and Makaton signing. We also attended Nursery World Show to keep up to date with the latest developments in Early Years Education and to network with other settings.

There were the usual increases in land rent and insurance, however we have managed to avoid huge increases in our energy bills as we were already locked into a competitive rate for the period 2020-2023.

Lunch clubs historically were a "pay as you go" or pay in arrears arrangement, however this often left us with outstanding invoices, particularly at the end of the Summer Term. These are now billed forward which means income is guaranteed if children are off sick or on holiday and lunch club debts have been reduced.

We began to request snack donations during this financial year and several parents frequently donate fruit and other snack items. Whilst this has not had a huge financial impact, it is a small way in which we can help keep consumable costs down, whilst also supporting our sustainability values, reducing food waste by using family's excess items.

Fundraising events and donations raised £937.87 this year. Whilst this is no longer crucial fund day to day operating costs, these monies can go towards larger improvement projects or resources that can supplement our normal purchases and also provide an opportunity to socialise with families and involve our local community. Ideally, we like to spend the money raised at these events in the current financial year so that it benefits the children of families who have contributed to raising these funds.

In July 2022, right at the end of term, we finally got "The Call" and had our long over-due Ofsted inspection on one of the hottest days of the year and were pleased to be awarded a "Good" inspection grading.

The financial year ended with a gross profit £7644.17, however we have not contributed to our 3 month reserves fund during the financial year, something which will be addressed next year to ensure that we have funds to cover 3 months running costs in the event of the organisation ceasing to operate.

Overall, financially, we have had a stable year and look forward to this continuing for the 2022/2023 accounting period.

FINANCIAL REVIEW

Reserves policy

The trustees consider that an appropriate level of reserves would be the sum equivalent to cover three months' staff costs and overheads. It is considered that this sum should be sufficient to cover any fluctuations in income and any short term interruptions to its day to day activities.

At 31 August 2022 the charity had undesignated unrestricted funds in the sum of £71,455 (2021: £56,650) which was sufficient under the terms of the above policy.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

Trustees are selected from members and others who have expressed a willingness to become involved and are usually elected at a General meeting. At each Annual General Meeting, all Trustees must stand for re-election.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

08246084 (England and Wales)

Registered Charity number

1156087

Registered office

Beaumont Road
Great Oakley
Harwich
Essex
CO12 5BA

Oakey Dokeys Pre-School Limited

**Report of the Trustees
for the Year Ended 31 August 2022**

Trustees

L Bishop (resigned 4.11.21)
S Funnell (resigned 1.11.21)
J D White
A Young
J Morrison (resigned 4.11.21)
L Staker (resigned 4.11.21)
C Keen (resigned 4.11.21)
E Law
N Burbidge
S V Goswell
H Hill (appointed 4.11.21)
Karina Jowitt (appointed 13.10.22)
L Gande (appointed 13.10.22)
M Bretton (appointed 13.10.22)
L Bishop (appointed 13.10.22)
S Turner (appointed 13.10.22)

Company Secretary

C Briscoe

Independent Examiner

P J T Frost FCCA
JTF
Chartered Certified Accountants
195 Main Road
Dovercourt
Harwich
Essex
CO12 3PH

Bankers

Lloyds TSB
230 High Street
Dovercourt
Essex
CO12 3AY

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 24 May 2023 and signed on its behalf by:

N Burbidge - Trustee

Independent examiner's report to the trustees of Oakey Dokeys Pre-School Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 2022.

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 the Company 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

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 the Company 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.

P J T Frost FCCA

JTF
Chartered Certified Accountants
195 Main Road
Dovercourt
Harwich
Essex
CO12 3PH

25 May 2023

Oakey Dokeys Pre-School Limited

**Statement of Financial Activities
for the Year Ended 31 August 2022**

	Notes	Unrestricted funds £	Restricted funds £	31.8.22 Total funds £	31.8.21 Total funds £
INCOME AND ENDOWMENTS FROM					
Charitable activities					
Operation of the pre-school		112,300	3,004	115,304	115,237
Other trading activities	2	984	-	984	160
Investment income	3	111	-	111	135
Total		113,395	3,004	116,399	115,532
EXPENDITURE ON					
Raising funds		-	-	-	20
Charitable activities					
Operation of the pre-school		109,931	3,004	112,935	117,227
Total		109,931	3,004	112,935	117,247
NET INCOME/(EXPENDITURE)		3,464	-	3,464	(1,715)
RECONCILIATION OF FUNDS					
Total funds brought forward		90,638	-	90,638	92,353
TOTAL FUNDS CARRIED FORWARD		94,102	-	94,102	90,638

The notes form part of these financial statements

Oakey Dokeys Pre-School Limited

Balance Sheet
31 August 2022

	Notes	Unrestricted funds £	Restricted funds £	31.8.22 Total funds £	31.8.21 Total funds £
FIXED ASSETS					
Tangible assets	8	24,575	-	24,575	29,796
CURRENT ASSETS					
Debtors	9	5,374	-	5,374	2,909
Cash at bank and in hand		65,660	-	65,660	60,156
		71,034	-	71,034	63,065
CREDITORS					
Amounts falling due within one year	10	(1,507)	-	(1,507)	(2,223)
NET CURRENT ASSETS		69,527	-	69,527	60,842
TOTAL ASSETS LESS CURRENT LIABILITIES		94,102	-	94,102	90,638
NET ASSETS		94,102	-	94,102	90,638
FUNDS	12				
Unrestricted funds				94,102	90,638
TOTAL FUNDS				94,102	90,638

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 August 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

Oakey Dokeys Pre-School Limited

Balance Sheet - continued
31 August 2022

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 24 May 2023 and were signed on its behalf by:

N Burbidge - Trustee

A Young - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. 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.

Charitable activities

In the opinion of the Trustees the charity has only one activity being the operation of the pre school. In addition, all fund raising activities and governance matters, with the exception of the Independent Examiner's fees and Trustees' insurance, are dealt with by the Trustees and other volunteers at no cost to the charity. Therefore all support costs are considered to be in relation to the operation of the pre school.

Tangible fixed assets

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

Improvements to property	- Evenly over the term of the lease
Equipment	- 15% on cost
Office equipment	- 25% on cost

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

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

Notes to the Financial Statements - continued
for the Year Ended 31 August 2022

2. OTHER TRADING ACTIVITIES

	31.8.22	31.8.21
	£	£
Fundraising events	984	160
	<u> </u>	<u> </u>

3. INVESTMENT INCOME

	31.8.22	31.8.21
	£	£
Deposit account interest	111	135
	<u> </u>	<u> </u>

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.8.22	31.8.21
	£	£
Depreciation - owned assets	6,553	6,268
Other operating leases	1,738	1,708
	<u> </u>	<u> </u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2022 nor for the year ended 31 August 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2022 nor for the year ended 31 August 2021.

6. STAFF COSTS

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

	31.8.22	31.8.21
Early years practitioners	7	7
Administration	1	1
	<u> </u>	<u> </u>
	8	8
	<u> </u>	<u> </u>

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

Notes to the Financial Statements - continued
for the Year Ended 31 August 2022**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities			
Operation of the pre-school	111,414	3,823	115,237
Other trading activities	160	-	160
Investment income	135	-	135
Total	<u>111,709</u>	<u>3,823</u>	<u>115,532</u>
EXPENDITURE ON			
Raising funds	20	-	20
Charitable activities			
Operation of the pre-school	<u>113,404</u>	<u>3,823</u>	<u>117,227</u>
Total	<u>113,424</u>	<u>3,823</u>	<u>117,247</u>
NET INCOME/(EXPENDITURE)	(1,715)	-	(1,715)
RECONCILIATION OF FUNDS			
Total funds brought forward	92,353	-	92,353
TOTAL FUNDS CARRIED FORWARD	<u><u>90,638</u></u>	<u><u>-</u></u>	<u><u>90,638</u></u>

8. TANGIBLE FIXED ASSETS

	Improvements to property £	Equipment £	Office equipment £	Totals £
COST				
At 1 September 2021	112,699	1,923	2,889	117,511
Additions	-	277	1,055	1,332
At 31 August 2022	<u>112,699</u>	<u>2,200</u>	<u>3,944</u>	<u>118,843</u>
DEPRECIATION				
At 1 September 2021	84,291	1,018	2,406	87,715
Charge for year	5,761	328	464	6,553
At 31 August 2022	<u>90,052</u>	<u>1,346</u>	<u>2,870</u>	<u>94,268</u>
NET BOOK VALUE				
At 31 August 2022	<u><u>22,647</u></u>	<u><u>854</u></u>	<u><u>1,074</u></u>	<u><u>24,575</u></u>
At 31 August 2021	<u><u>28,408</u></u>	<u><u>905</u></u>	<u><u>483</u></u>	<u><u>29,796</u></u>

Notes to the Financial Statements - continued
for the Year Ended 31 August 2022

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.22	31.8.21
	£	£
Trade debtors	4,048	2,627
Prepayments and accrued income	1,326	282
	<u>5,374</u>	<u>2,909</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.22	31.8.21
	£	£
Trade creditors	-	119
Social security and other taxes	213	-
Other creditors	562	541
Accruals and deferred income	732	1,563
	<u>1,507</u>	<u>2,223</u>

11. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31.8.22	31.8.21
	£	£
Within one year	1,687	1,687
Between one and five years	6,748	6,748
In more than five years	-	1,687
	<u>8,435</u>	<u>10,122</u>

12. MOVEMENT IN FUNDS

	At 1.9.21	Net movement in funds	At 31.8.22
	£	£	£
Unrestricted funds			
General fund	62,230	9,225	71,455
Capital fund re tenants improvements	28,408	(5,761)	22,647
	<u>90,638</u>	<u>3,464</u>	<u>94,102</u>
TOTAL FUNDS	<u>90,638</u>	<u>3,464</u>	<u>94,102</u>

Notes to the Financial Statements - continued
for the Year Ended 31 August 2022

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	113,395	(104,170)	9,225
Capital fund re tenants improvements	-	(5,761)	(5,761)
	<u>113,395</u>	<u>(109,931)</u>	<u>3,464</u>
Restricted funds			
SEN funding	2,234	(2,234)	-
Essex County Council training fund	770	(770)	-
	<u>3,004</u>	<u>(3,004)</u>	<u>-</u>
TOTAL FUNDS	<u><u>116,399</u></u>	<u><u>(112,935)</u></u>	<u><u>3,464</u></u>

Comparatives for movement in funds

	At 1.9.20 £	Net movement in funds £	At 31.8.21 £
Unrestricted funds			
General fund	58,365	3,865	62,230
Capital fund re tenants improvements	33,988	(5,580)	28,408
	<u>92,353</u>	<u>(1,715)</u>	<u>90,638</u>
TOTAL FUNDS	<u><u>92,353</u></u>	<u><u>(1,715)</u></u>	<u><u>90,638</u></u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	111,709	(107,844)	3,865
Capital fund re tenants improvements	-	(5,580)	(5,580)
	<u>111,709</u>	<u>(113,424)</u>	<u>(1,715)</u>
Restricted funds			
SEN funding	3,685	(3,685)	-
Inclusion grant	138	(138)	-
	<u>3,823</u>	<u>(3,823)</u>	<u>-</u>
TOTAL FUNDS	<u><u>115,532</u></u>	<u><u>(117,247)</u></u>	<u><u>(1,715)</u></u>

12. MOVEMENT IN FUNDS - continued

The capital fund re tenants improvements was originally created upon the capitalisation of tenants improvements. These are being depreciated over the term of the lease and an amount equivalent to the depreciation is released from the designated fund each year.

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2022.

Oakey Dokeys Pre-School Limited**Detailed Statement of Financial Activities
for the Year Ended 31 August 2022**

	31.8.22 £	31.8.21 £
INCOME AND ENDOWMENTS		
Other trading activities		
Fundraising events	984	160
Investment income		
Deposit account interest	111	135
Charitable activities		
Fees from parents	23,912	13,955
Nursery education grant	-	2,500
Nursery education grant - sen premium	3,722	3,685
Inclusion grant	-	138
Nursery education grant 2, 3 and 4 year old funding	87,670	94,959
	115,304	115,237
Total incoming resources	116,399	115,532
EXPENDITURE		
Raising donations and legacies		
Fundraising costs	-	20
Charitable activities		
Wages	80,889	78,747
Pensions	1,144	1,050
Sundries	965	385
Catering - snacks	1,765	531
Equipment/books	107	53
Activity and material costs	4,729	2,541
	89,599	83,307
Support costs		
Finance		
Bank charges	189	156
Human resources		
Staff DBS checks	264	238
Other		
Rent	1,738	1,708
Rates and water	417	120
Carried forward	2,155	1,828

This page does not form part of the statutory financial statements

Oakey Dokeys Pre-School Limited

**Detailed Statement of Financial Activities
for the Year Ended 31 August 2022**

	31.8.22 £	31.8.21 £
Other		
Brought forward	2,155	1,828
Insurance	2,221	1,846
Light and heat	1,302	1,460
Telephone	638	325
Postage and stationery	862	615
Repairs	1,300	11,540
Accountancy	573	485
Other professional fees	130	-
Independent examiner's fees - examination	386	258
Independent examiner's fees - other	203	456
Subscriptions	599	530
Staff training	1,978	2,800
Cleaning	1,949	2,679
Staff uniforms	418	653
Computer expenses	1,616	1,783
Improvements to property	5,761	5,580
Plant and machinery	328	289
Computer equipment	464	399
	<u>22,883</u>	<u>33,526</u>
Total resources expended	<u>112,935</u>	<u>117,247</u>
Net income/(expenditure)	<u><u>3,464</u></u>	<u><u>(1,715)</u></u>

This page does not form part of the statutory financial statements