

**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 2023**  
**for**  
**Oakey Dokeys Pre-School Limited**

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**Report of the Trustees  
for the Year Ended 31 August 2023**

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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 2023. 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).

**Report of the Trustees  
for the Year Ended 31 August 2023**

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**ACHIEVEMENT AND PERFORMANCE**

The Academic Year 2022/23 began without the pressure of an impending Ofsted inspection, which had been completed in July 2022. The usual new cohort of children settled into their Early Years journey with 35 children on roll during the Autumn term, a mixture of 2 and 3 year olds with 12 new children joining the setting.

Jemma Pells, the setting SENCO, commenced her Certsy SEND certification course, to give her a level 3 qualification in Special Needs Education. Also on the training front, all staff completed their Paediatric First Aid training, which is undertaken every 3 years. It is not mandatory to have every member of staff trained in first aid, but we believe it is an essential part of our staff's training and development, despite the significant cost for the course and paying staff to attend.

Financially, there was a healthy balance in the current account at the start of the financial and academic year as well as reserve funds to cover 3 months running costs and funds in the fundraising account for additional resources.

The AGM was held on October 13th 2022, a chance to review the previous year and set out goals and objectives for the year to come and to elect new Committee members and officers for the coming year. This year, Sarah Goswell was elected to replace Natalie Burbidge as Chair, with Abbie Young maintaining her position of Treasurer and Charlotte Briscoe taking on the Secretary role. Lisa Bishop re-joined the Committee this year along with Kerys Bretton, Lauren Gande and Karina Jowitt. Judy White, Helen Hill and Natalie Burbidge were re-elected as Committee members, maintaining a majority of Parent members and two staff members.

The beginning of the year saw a decrease in fees from parents compared to the previous year, however this was offset by an increase in local authority funding compared to the previous year. This additional income, however, was used to pay an increase in staff costs for the same period.

Income increased through the year as more children joined the setting and additional funds were raised through fundraising events including our annual Bauble Hunt at Christmas and a generous parent donation. By the end of the year there were 39 children on role and an occupancy increase from 69% to 88%.

Staff costs continued to increase during the year, as additional staff were needed to support children with SEND and cover absence. An apprentice, Ruby Bushell, was employed in January 2023 to enable us to have a more consistent staffing team, with less reliance on bank staff. Additionally, In line with government increases in the National Minimum Wage, all staff wages increased.

By the end of the year, the accounts were showing a loss. Staff costs had significantly exceeded the target figure of 70% of income to remain financially sustainable and were 86% of total income. The loss was covered by cashflow, however, the accounts were an indicator that a review of operations was needed, particularly reducing staff costs and looking at pricing levels for services not covered by Essex County Council funding. The decision was made to close on Friday mornings from September 2023, as the number of children attending the days only open for the morning (Mondays and Fridays) was significantly lower than the numbers attending on full days (Tuesday, Wednesday, Thursdays) Mondays would be open all day with the aim to increase overall numbers of children attending sessions, with a view to considering opening all day on Fridays at some point in the future.

Whilst the accounts showed that adjustments needed to be made to return figures to more sustainable levels, the pre-school had enjoyed another busy year, culminating in 26 children leaving for Primary school.

**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 2023 the charity had undesignated unrestricted funds in the sum of £59,124 (2022: £71,455) which was sufficient under the terms of the above policy.

**Report of the Trustees  
for the Year Ended 31 August 2023**

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**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

**Trustees**

J D White  
A Young  
E Law  
N Burbidge (resigned 27.9.23)  
S V Goswell (resigned 27.9.23)  
H Hill  
Karina Jowitt (appointed 13.10.22)  
L Gande (appointed 13.10.22) (resigned 27.9.23)  
K M Bretton (appointed 13.10.22) (resigned 27.9.23)  
L Bishop (appointed 13.10.22) (resigned 20.2.24)  
S Turner (appointed 13.10.22) (resigned 29.8.23)  
S Harris (appointed 27.9.23)  
D Mowbray (appointed 27.9.23)

**Company Secretary**

D Mowbray

**Independent Examiner**

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

**Report of the Trustees  
for the Year Ended 31 August 2023**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**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 27 March 2024 and signed on its behalf by:

H Hill - 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 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 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

27 March 2024

**Oakey Dokeys Pre-School Limited**

**Statement of Financial Activities  
for the Year Ended 31 August 2023**

		Unrestricted funds £	Restricted funds £	<b>31.8.23 Total funds £</b>	31.8.22 Total funds £
	Notes				
<b>INCOME AND ENDOWMENTS FROM</b>					
<b>Charitable activities</b>					
Operation of the pre-school		<b>110,060</b>	<b>7,089</b>	<b>117,149</b>	115,304
Other trading activities	2	<b>1,909</b>	-	<b>1,909</b>	984
Investment income	3	<b>274</b>	-	<b>274</b>	111
<b>Total</b>		<b>112,243</b>	<b>7,089</b>	<b>119,332</b>	116,399
<b>EXPENDITURE ON</b>					
<b>Raising funds</b>					
Raising funds		<b>2,469</b>	-	<b>2,469</b>	-
<b>Charitable activities</b>					
Operation of the pre-school		<b>127,361</b>	<b>7,407</b>	<b>134,768</b>	112,935
<b>Total</b>		<b>129,830</b>	<b>7,407</b>	<b>137,237</b>	112,935
<b>NET INCOME/(EXPENDITURE)</b>					
Transfers between funds	12	(17,587) (318)	(318) 318	(17,905) -	3,464 -
<b>Net movement in funds</b>		<b>(17,905)</b>	-	<b>(17,905)</b>	3,464
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<b>94,102</b>	-	<b>94,102</b>	90,638
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>76,197</b>	-	<b>76,197</b>	94,102

The notes form part of these financial statements



**Balance Sheet**  
**31 August 2023**

	Notes	Unrestricted funds £	Restricted funds £	<b>31.8.23 Total funds £</b>	31.8.22 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	8	<b>20,170</b>	-	<b>20,170</b>	24,575
<b>CURRENT ASSETS</b>					
Debtors	9	<b>837</b>	-	<b>837</b>	5,374
Cash at bank and in hand		<b>65,058</b>	-	<b>65,058</b>	65,660
		<b>65,895</b>	-	<b>65,895</b>	71,034
<b>CREDITORS</b>					
Amounts falling due within one year	10	<b>(9,868)</b>	-	<b>(9,868)</b>	(1,507)
<b>NET CURRENT ASSETS</b>		<b>56,027</b>	-	<b>56,027</b>	69,527
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>76,197</b>	-	<b>76,197</b>	94,102
<b>NET ASSETS</b>		<b>76,197</b>	-	<b>76,197</b>	94,102
<b>FUNDS</b>	12				
Unrestricted funds				<b>76,197</b>	94,102
<b>TOTAL FUNDS</b>				<b>76,197</b>	94,102

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 August 2023 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

**Balance Sheet - continued**  
**31 August 2023**

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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 27 March 2024 and were signed on its behalf by:

H Hill - Trustee

A Young - Trustee

## 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 2023**

**2. OTHER TRADING ACTIVITIES**

	<b>31.8.23</b>	31.8.22
	£	£
Fundraising events	<b>1,909</b>	984
	<u>          </u>	<u>          </u>

**3. INVESTMENT INCOME**

	<b>31.8.23</b>	31.8.22
	£	£
Deposit account interest	<b>274</b>	111
	<u>          </u>	<u>          </u>

**4. NET INCOME/(EXPENDITURE)**

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

	<b>31.8.23</b>	31.8.22
	£	£
Depreciation - owned assets	<b>6,793</b>	6,553
Other operating leases	<b>1,738</b>	1,738
	<u>          </u>	<u>          </u>

**5. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 August 2023 nor for the year ended 31 August 2022.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 August 2023 nor for the year ended 31 August 2022.

**6. STAFF COSTS**

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

	<b>31.8.23</b>	31.8.22
Early years practitioners	<b>7</b>	7
Administration	<b>1</b>	1
	<u>          </u>	<u>          </u>
	<b>8</b>	8
	<u>          </u>	<u>          </u>

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

**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
<b>Charitable activities</b>			
Operation of the pre-school	112,300	3,004	115,304
Other trading activities	984	-	984
Investment income	111	-	111
<b>Total</b>	<u>113,395</u>	<u>3,004</u>	<u>116,399</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Operation of the pre-school	<u>109,931</u>	<u>3,004</u>	<u>112,935</u>
<b>NET INCOME</b>	3,464	-	3,464
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	90,638	-	90,638
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>94,102</u></u>	<u><u>-</u></u>	<u><u>94,102</u></u>

**8. TANGIBLE FIXED ASSETS**

	Improvements to property £	Equipment £	Office equipment £	Totals £
<b>COST</b>				
At 1 September 2022	112,699	2,200	3,944	118,843
Additions	<u>250</u>	<u>1,465</u>	<u>673</u>	<u>2,388</u>
At 31 August 2023	<u>112,949</u>	<u>3,665</u>	<u>4,617</u>	<u>121,231</u>
<b>DEPRECIATION</b>				
At 1 September 2022	90,052	1,346	2,870	94,268
Charge for year	<u>5,824</u>	<u>479</u>	<u>490</u>	<u>6,793</u>
At 31 August 2023	<u>95,876</u>	<u>1,825</u>	<u>3,360</u>	<u>101,061</u>
<b>NET BOOK VALUE</b>				
At 31 August 2023	<u><u>17,073</u></u>	<u><u>1,840</u></u>	<u><u>1,257</u></u>	<u><u>20,170</u></u>
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>

Notes to the Financial Statements - continued  
for the Year Ended 31 August 2023**9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>31.8.23</b>	31.8.22
	£	£
Trade debtors	<b>311</b>	4,048
Prepayments and accrued income	<b>526</b>	1,326
	<u><b>837</b></u>	<u>5,374</u>

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>31.8.23</b>	31.8.22
	£	£
Social security and other taxes	<b>423</b>	213
Other creditors	<b>396</b>	562
Accruals and deferred income	<b>9,049</b>	732
	<u><b>9,868</b></u>	<u>1,507</u>

**11. LEASING AGREEMENTS**

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

	<b>31.8.23</b>	31.8.22
	£	£
Within one year	<b>1,738</b>	1,687
Between one and five years	<b>5,214</b>	6,748
	<u><b>6,952</b></u>	<u>8,435</u>

**12. MOVEMENT IN FUNDS**

	At 1.9.22	Net movement in funds	Transfers between funds	At 31.8.23
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	<b>71,455</b>	<b>(11,763)</b>	<b>(568)</b>	<b>59,124</b>
Capital fund re tenants improvements	<b>22,647</b>	<b>(5,824)</b>	<b>250</b>	<b>17,073</b>
	<u><b>94,102</b></u>	<u><b>(17,587)</b></u>	<u><b>(318)</b></u>	<u><b>76,197</b></u>
<b>Restricted funds</b>				
SEN funding	-	<b>(318)</b>	<b>318</b>	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL FUNDS</b>	<u><b>94,102</b></u>	<u><b>(17,905)</b></u>	<u><b>-</b></u>	<u><b>76,197</b></u>

Notes to the Financial Statements - continued  
for the Year Ended 31 August 2023

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	112,243	(124,006)	(11,763)
Capital fund re tenants improvements	-	(5,824)	(5,824)
	112,243	(129,830)	(17,587)
<b>Restricted funds</b>			
SEN funding	7,089	(7,407)	(318)
<b>TOTAL FUNDS</b>	<b>119,332</b>	<b>(137,237)</b>	<b>(17,905)</b>

Comparatives for movement in funds

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

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

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

**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 2023.