

Alburgh with Denton Pre-School Nursery

Unaudited

Trustee's Report and Financial Statements

For the Year Ended 31st August 2022

Registered Charity Number 1156482

Alburgh with Denton Pre-School Nursery
Trustee's Report and Financial Statements
Year Ended 31st August 2022

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Alburgh with Denton Pre-School Nursery

Charity Information

Year Ended 31st August 2022

Trustees	Hannah King (Chair) Jen Mills Helen Whiting (Interim Chair) Karen Thompson Hayley Trickett Marion Averil Brown Amie Marshall
Charity Registered Number	1156482
Principal Office	School Road Alburgh Harleston Norfolk IP20 0BW
Independent Examiner	Anthony James Brice LP Chartered Certified Accountant 10, The Thoroughfare Harleston Norfolk IP20 9AX

Alburgh with Denton Pre-School Nursery

Trustee's Annual Report

Year Ended 31st August 2022

The Trustees presents its annual report together with the financial statements of Alburgh with Denton Pre-School Nursery (the charity) for the year ended 31st August 2022. The financial statements comply with the Charities Act 2011 and the Statement of Recommended Practice: "Accounting and Reporting by Charities" (FRS 102). The report takes account of the requirement for Trustees to report annually on public benefit and the Trustees have had regard to the Charity Commission's guidance on public benefit.

Structure, governance and management

Constitution

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable it to ensure that the financial statements comply with Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The charity is a Charitable Incorporated Organisation (CIO) association registered 2014.

Trustees

The following trustees served office during the year:

- Hannah King (new chair, appointed during year)
- Jen Mills (appointed during year)
- Karen Thompson
- Hayley Trickett
- Marion Averil Brown
- Amie Marshall
- Helen Whiting (interim chair)
- Katy McNamara (previous chair, resigned during year)

Method of Appointment or Election of Trustee

The charity has a board of trustees as listed above. The trustees are appointed by the members of the charity at the Annual General Meetings.

Organisational Structure and Decision Making

The Board of Trustees meets regularly and is the principal decision-making body of the company although day to day management is delegated to the management team employed by the charity.

Risk Management

The Trustees has considered the risks the Charity faces and has concluded that there are no major risks at this time. A review of risks is made on a regular basis.

Alburgh with Denton Pre-School Nursery

Trustee's Annual Report (continued)

Year Ended 31st August 2022

Objectives and Activities

Policies and Objectives

The objects of the charity are the development and education of children and young people by: 1) promoting their care and safety; 2) promoting their education and promoting parental involvement; 3) promoting their health and wellbeing; 4) providing services to support them and their families and carers; 5) providing services to individuals holding membership of the CIO; and 6) furthering the aims of the pre-school learning alliance.

Public Benefit

The board of trustees has read the Charity Commission guidance on public benefit and is satisfied that the activities outlined in this document clearly demonstrate that the charity is providing a benefit to the public.

Activities

In order to achieve the principal objectives, set out above, the charity provides a variety of activities. It operates two Ofsted registered Early Years Settings, one within the grounds of Alburgh with Denton Primary School and one in the grounds of Harleston Primary School. Relevant registers include the Early Years Register, Compulsory Childcare Register, Voluntary Childcare Register. Pre-school care is offered to 2-5 year olds through local authority funded and privately paid for places. The settings also offer breakfast club, after-school club and holiday club services for primary school age children of local users.

Achievements and performance

Review of Activities

Throughout the year both settings have continued to provide high quality child care for families in Harleston and the surrounding rural areas. Staff have worked hard to address the previous social impacts from the pandemic as life has returned to more normal circumstances, and continue to aim to provide high value, affordable child care as the cost of living crisis hits. The latter in turns creates challenges as we, the Trustees and Manager, want to reward and retain our hard working staff whilst trying to avoid increasing fees for our families.

Both settings have been subject to Ofsted reviews and currently hold ratings of 'Good'. The Trustees continue to be grateful to the hard work and dedication of our staff in achieving this. The Manager and staff at both settings continue to take various pro-active steps to maximise opportunities for training, development and co-ordinated working with stakeholders, including two of the team becoming trained as Communication Champions.

The Trustees have worked with Community Action Norfolk (CAN) throughout the reporting period to ensure continued good practice in the governance of the setting, including a full Human Resources review following a tribunal claim in autumn 2021.

In spring 2022 we bid a fond fair-well to our long serving book-keeper Sharon, and welcomed our new book-keeper Ellie, who brings with her fresh enthusiasm and the use of electronic systems to maximise efficiencies. We have updated our Financial Policy as part of multiple policy reviews over the period.

Both settings continue to offer valuable holiday club places at a time when many have been withdrawn elsewhere, and we recognise the need to raise awareness of our settings going forward, in particular the more rural based Alburgh premises.

Financial review

Total income for the year on an accruals basis is £313,974 (2021: £246,510). Total net incoming resources, after all operational expenses, is £7,992 (2021: £67,019 outgoing). Free reserves (unrestricted funds excluding fixed assets) at the end of the financial year was £60,760 (2021: £46,687).

Reserves Policy

The Trustees considered what reasonable unrestricted reserves we should look to retain to ensure we can cope with financial challenges that might arise. Having looked at the risks to our income streams and the short and long term expenditure commitments we have, and after allowing for possible unplanned expenditure that may be needed, it was agreed we would look to keep free reserves (unrestricted funds excluding fixed assets) of £100,000. This figure will be reviewed when we set the next annual budget.

Alburgh with Denton Pre-School Nursery

Trustee's Annual Report (continued)

Year Ended 31st August 2022

Plans for the future

We will continue to proceed with caution regarding expenditure, whilst providing essential community childcare services. We aim to continue to provide and raise awareness of the Alburgh setting and our holiday clubs for local families, and will support the Manager as she investigates opportunities to maximise administrative and financial efficiencies for the latter through use of technology/apps.

Trustees' Responsibility Statement

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustees to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

This report was approved by the Trustees on **30-Dec-2022** and signed on its behalf by:


H King (30, 2022 09:35 GMT)

Print Name **H King** Trustee

Independent Auditors Report
to the Trustees of Alburgh with Denton Pre-School Nursery (continued)
Year Ended 31st August 2022

I report on the financial statements of the charity for the year ended 31st August 2022 set out on pages 6 to 12.

This report is made solely to the charity's Trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

Responsibilities and basis of report

As the charity's trustees 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 charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement – emphasis of matter

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Certified Accountants, which is one of the listed bodies

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 charity 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 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.



Mr Anthony James Brice FCCA
10, The Thoroughfare
Harleston
Norfolk
IP20 9AX

Date: 30-Dec-2022

Alburgh with Denton Pre-School Nursery

Statement of Financial Activities

Year Ended 31st August 2022

		Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	Note	£	£	£	£
Incoming Resources					
From generated funds					
Voluntary income	3	612	250	862	1,093
Investment income	4	8	-	8	12
Charitable activities	5	313,104	-	313,104	245,405
Other incoming resources	6	£	£	£	£
Total incoming Resources		<u>313,724</u>	<u>250</u>	<u>313,974</u>	<u>246,510</u>
Resources Expended					
Charitable activities					
Direct charitable expenditure	7	298,322	1,339	299,661	307,010
Costs of generating funds		1,034	-	1,034	899
Governance costs	8	<u>5,287</u>	£	<u>5,287</u>	<u>5,620</u>
Total resources expended		<u>304,643</u>	<u>1,339</u>	<u>305,982</u>	<u>313,529</u>
Net (outgoing)/incoming Resources		9,081	(1,089)	7,992	(67,019)
Transfers between funds	12	£	£	£	£
Net movement in Funds		9,081	(1,089)	7,992	(67,019)
Reconciliation of Funds					
Balances brought forward		<u>98,811</u>	<u>14,232</u>	<u>113,043</u>	<u>180,062</u>
Balances carried forward		<u>107,892</u>	<u>13,143</u>	<u>121,035</u>	<u>113,043</u>

The charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing.

The notes on pages 8 to 13 form part of these financial statements.

Alburgh with Denton Pre-School Nursery

Balance Sheet

Year Ended 31st August 2022

		2022		2021	
	Note	£	£	£	£
Fixed assets					
Tangible assets	9		51,488		57,569
Current assets					
Debtors	10	5,547		7,584	
Cash at bank and in hand		<u>77,082</u>		<u>60,899</u>	
		82,629		68,483	
Creditors:					
Amounts falling due within one year	11	<u>(13,082)</u>		<u>(13,009)</u>	
Net current assets			<u>69,547</u>		<u>55,474</u>
Total assets less					
Current liabilities			121,035		113,043
Long term liabilities			-		-
Total net assets			<u>121,035</u>		<u>113,043</u>
Represented by:					
Unrestricted funds	12		107,892		98,811
Restricted			<u>13,143</u>		<u>14,232</u>
			<u>121,035</u>		<u>113,043</u>

30-Dec-2022

These financial statements were approved by the Trustees onand are signed on its behalf by;


H King (30, 2022 09:35 GMT)

H King
Print Name Trustee

The notes on pages 8 to 12 form part of these financial statements.

Alburgh with Denton Pre-School Nursery

Notes to the Financial Statements

Year Ended 31st August 2022

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

a) Basis of accounting

Alburgh with Denton Pre-School Nursery is Charitable Incorporated Organisation (CIO) registered with the Charity Commission in England and Wales and governed in accordance with an Association constitution. The address of the registered office is given in the charity information page of these financial statements. The nature of the charity's operations and principal activities are described in the Trustees' Report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Statement of Recommended Practice: Accounting and Reporting by charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice.

The financial statements are prepared on a going concern basis under the historical cost convention. Assets are stated at cost less impairments which are charged to the statement of financial activities. The financial statements are prepared in sterling which is the functional currency of the charity

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b) Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objects of the charity.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Surpluses on restricted funds are made available to other funds in the furtherance of the objectives of the charity as a whole.

c) Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

Voluntary income is received by way of donations and gifts and is included in full in the SOFA when receivable. Grants and donations are recognised when receivable.

Investment income along with any recoverable income tax is recorded when receivable.

Gift aid reclaimable on donations to the charity is included with the amount received.

d) Resources expended

Expenditure is recognised in the accounts on an accruals basis and includes any irrecoverable VAT.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

e) Fixed assets

Tangible fixed assets are stated at historic cost less accumulated depreciation. Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset.

Alburgh with Denton Pre-School Nursery
Notes to the Financial Statements (continued)
Year Ended 31st August 2022

2. Taxation

Alburgh with Denton Pre-School Nursery is a registered charity and is therefore exempt from direct taxation. It is unable to reclaim value added tax, which is included under the various relevant expenditure headings.

3. Voluntary Income

	Unrestricted Funds 2022	Restricted Funds 2022 £	Total Funds 2021 £
Fundraising	521	-	253
Grants receivable	-	-	840
Donations	<u>91</u>	<u>250</u>	-
	<u>612</u>	<u>250</u>	<u>1,093</u>

4. Investment Income

	Unrestricted Funds 2022 £	Total Funds 2021 £
Bank interest receivable	8	12
Other interest receivable	-	-
	<u>8</u>	<u>12</u>

5. Charitable Activities

	Unrestricted Funds 2022 £	Total Funds 2021 £
Fees received from local authorities	223,608	177,927
Fees received from parents and guardians	89,476	66,957
Income from other charitable activities	<u>20</u>	<u>521</u>
Total	<u>313,104</u>	<u>245,405</u>

6. Other Incoming Resources

	Unrestricted Funds 2022 £	Total Funds 2021 £
Other income	-	-
	-	-
Total	-	-

Alburgh with Denton Pre-School Nursery
Notes to the Financial Statements (continued)
Year Ended 31st August 2022

7. Analysis of Charitable Expenditure

Direct charitable services

	Unrestricted Funds 2022	Restricted Funds 2022 £	Total Funds 2021 £
Wages	245,085	-	258,393
Refreshments	3,698	-	2,878
Consumables	5,700	-	4,417
Equipment	1,704	250	3,804
Administration	16,108	-	11,958
Premises costs	8,043	-	8,200
General	9,300	-	6,009
Depreciation of tangible fixed assets	8,684	1,089	11,351
Other	-	-	-
	<u>298,322</u>	<u>1,339</u>	<u>307,010</u>

The average number of staff employed by the charity during the financial year was 13 (2021: 13). No employee received remuneration amounting to more than £60,000 in either year.

8. Governance Costs

	Unrestricted Funds 2022 £	Total Funds 2021 £
Insurance	1,037	1,637
Legal and professional fees	3,128	1,283
Independent examiners fees	1,122	2,700
Total	<u>5,287</u>	<u>5,620</u>

During this and the preceding year none of the trustees received any remuneration, benefits in kind or reimbursement of expenses incurred on behalf of Alburgh with Denton Pre-School Nursery.

9. Tangible fixed assets

	Property Improvements £	Fixtures & Fittings £	Equipment £	Total £
Cost				
Brought forward	17,346	14,294	77,835	109,475
Additions	1,398	814	1,479	3,691
Disposals	-	-	-	-
Carried forward	<u>18,744</u>	<u>15,108</u>	<u>79,314</u>	<u>113,166</u>
Depreciation				
Brought forward	2,286	7,636	41,984	51,906
Charge for the year	750	1,494	7,528	9,772
Elimination on disposal	-	-	-	-
Carried forward	<u>3,036</u>	<u>9,130</u>	<u>49,512</u>	<u>61,678</u>
Net book value				
Carried forward	<u>15,708</u>	<u>5,978</u>	<u>29,802</u>	<u>51,488</u>
Brought forward	<u>15,060</u>	<u>6,658</u>	<u>35,851</u>	<u>57,569</u>

Alburgh with Denton Pre-School Nursery
Notes to the Financial Statements (continued)
Year Ended 31st August 2022

10. Debtors: Amounts falling due within one year

	2022	2021
	£	£
Trade debtors	4,096	7,584
Other debtors	<u>1,451</u>	=
Total	<u>5,547</u>	<u>7,584</u>

11. Creditors: Amounts falling due within one year

	2022	2021
	£	£
Trade creditors	818	375
Social security and other taxes	6,049	5,571
Other creditors	<u>3,598</u>	<u>7,063</u>
Total	<u>10,465</u>	<u>13,009</u>

12. Statement and Summary of Funds

	Balance Brought Forward <i>as restated</i> £	Incoming £	Outgoing & Transfers £	Balance Carried Forward £
Unrestricted funds				
General funds	<u>98,811</u>	<u>313,724</u>	<u>(304,643)</u>	<u>107,892</u>
Restricted funds				
NCC grant for site works	14,232	-	(1,089)	13,143
Other	=	<u>250</u>	<u>(250)</u>	=
	<u>14,232</u>	<u>250</u>	<u>(1,339)</u>	<u>13,143</u>

The Norfolk County Council (NCC) grant for site works and equipment was provided to contribute to the costs of making the expanding pre-school fit for purpose. Some of the grant money was provided to reimburse expenditure incurred in previous periods and an amount equal to those costs has been transferred between reserves.

13. Analysis of net assets between restricted and unrestricted funds

	Fixed Assets £	Other Net Assets £	Total £
Restricted funds	4,356	8,787	13,143
Unrestricted funds	<u>47,132</u>	<u>60,760</u>	<u>107,892</u>
	<u>51,488</u>	<u>69,547</u>	<u>121,035</u>

14. Related Party Transactions

There were no related party transactions during this or the preceding year.

Alburgh with Denton Pre-School Nursery
Notes to the Financial Statements (continued)
Year Ended 31st August 2022

16. Comparative Statement of Financial Activity

		Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	Note	£	£	£	£
<u>Incoming Resources</u>					
From generated funds					
Voluntary income	3	253	840	1,093	30,814
Investment income	4	12	-	12	112
Charitable activities	5	245,405	-	245,405	287,623
Other incoming resources	6	£	£	£	£
Total incoming Resources		<u>245,670</u>	<u>840</u>	<u>246,510</u>	<u>318,549</u>
<u>Resources Expended</u>					
Charitable activities					
Direct charitable expenditure	7	304,809	2,201	307,010	309,718
Costs of generating funds		899	-	899	1,571
Governance costs	8	<u>5,620</u>	£	<u>5,620</u>	<u>2,627</u>
Total resources expended		<u>311,328</u>	<u>2,201</u>	<u>313,529</u>	<u>313,916</u>
Net (outgoing)/incoming Resources		(65,658)	(1,361)	(67,019)	4,633
Transfers between funds	12	£	£	£	£
Net movement in Funds		(65,658)	(1,361)	(67,019)	4,633
Reconciliation of Funds					
Balances brought forward		<u>164,469</u>	<u>15,593</u>	<u>180,062</u>	<u>175,429</u>
Balances carried forward		<u>98,811</u>	<u>14,232</u>	<u>113,043</u>	<u>180,062</u>











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Final Audit Report

2022-12-30

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By:	Anthony Brice (anthonyjbrice@gmail.com)
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