

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2022
FOR
AVON SMALL SAINTS PRE-SCHOOL**

AVON SMALL SAINTS PRE-SCHOOL

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for year ended 31st August 2022**

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AVON SMALL SAINTS PRE-SCHOOL

**CHARITY INFORMATION
for year ended 31st August 2022**

TRUSTEES:

Denise O'Brien
Tyree Pulman

CHARITY OFFICES:

c/o All Saints C of E Primary School
High Street
Netheravon
Wiltshire
SP4 9PJ

CHARITY NUMBER:

1160180

INDEPENDENT EXAMINER:

EP Services Ltd
Unit 2D Castledown Enterprise Centre
Ludgershall
Hampshire
SP11 9FA

AVON SMALL SAINTS PRE-SCHOOL

REPORT OF THE TRUSTEES for year ended 31st August 2022

INTRODUCTION

CHAIRMAN'S REPORT

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution, Objects and Policies

This organisation is a Charitable Incorporated Organisation (CIO) governed by a constitution. The Board of Trustees is made up of parents of children attending the setting.

The charity works for the public benefit having as its objects the development and education of children and young people in particular 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.

Trustee Induction and Training

New trustees are provided with: the NCVO Good Trustee Guide, the Charity's Charter, Minutes of the last Trustees meeting, latest accounts, risk assessments, forecast of finances throughout the year and the business plan. The Chairman of Trustees and the manager of the setting both invite the new Trustee to meet them for an induction.

Risk Management

The Management Committee has conducted a review of the major risks to which the charity is exposed. The major risks to the charity are risk of loss of facilities, income changes due to fluctuation in numbers on role and inflationary effects on expenditure. The setting must keep in line with wage increases such as the National minimum wage and National living wage.

ACHIEVEMENTS AND PERFORMANCE

During the period we had a revamp of our garden area. We had new fencing and gate installed to make the area more secure and safe for the children. We also invested in a new laptop replacing an old computer allowing more flexibility for working in the setting.

We believe our biggest asset is our staff therefore staff training and development is essential every year. We continue to invest in improving staff knowledge by organising training courses both online and attended courses. Our staff have undertaken epi pen training during this time as we have children attending with allergies.

Public benefit

The trustees have given due regard to the Charity Commission's guidance on reporting public benefit when planning the charity's activities, in accordance with sections G2 and G3 of the Charity Commission's General Guidance on Public Benefit (January 2008).

Our charitable activity is the provision of childcare for children aged 2-5 years and we follow EYFS guidance.

FINANCIAL REVIEW

The pre-school is run on a non-profit-making self-financing basis.

AVON SMALL SAINTS PRE-SCHOOL

REPORT OF THE TRUSTEES for year ended 31st August 2022

72% of the nursery income comes from Wiltshire County Council for the provision of free entitlement and inclusion funding. The remainder of our income is from parents/carers to cover fees, school trips and uniform.

As the nursery benefits from relatively low overheads, the day-to-day largest expense to the nursery is staff payroll costs.

The Charity bank account was maintained by the nursery manager, overseen by the Trustees and the Charity Accountants (EP Tax).

At the end of the year the charity bank balance was £24,937. They had a balance of Petty cash of £0. The charity had a Revolut Card with a balance at the end of the year of £396 this card belonged to an ex-committee member, we have been unable to obtain statements for the period and the charity have confirmed that they no longer have access to this card, we have been unable to verify what has happened to this balance at the year end.

Reserves Policy

The charity reserves policy is to hold in reserves three months operating costs. These reserves are required in case of redundancy, a location move or other unforeseen circumstances.

Responsibilities of the Trustees

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year.

In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping proper accounting records which 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 applicable law and regulations. 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.

ON BEHALF OF THE TRUSTEES:

TRUSTEE



TRUSTEE



Dated: 02/11/23

AVON SMALL SAINTS PRE-SCHOOL

REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF AVON SMALL SAINTS PRE-SCHOOL

I have examined the financial statements of **AVON SMALL SAINTS PRE-SCHOOL** for the year ended 31 August 2022 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Tarlia Knight
EP Services Ltd
Unit 2D Castledown Enterprise Centre
Ludgershall
Hampshire
SP11 9FA

Dated:

AVON SMALL SAINTS PRE-SCHOOL
STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 August 2022

	Notes	2022			2021
		£	£	£	£
INCOME AND EXPENDITURE		Unrestricted	Restricted	Total	Total
INCOMING RESOURCES					
Incoming resources from generated funds:					
Voluntary income					
Grants and donations		-	-	-	9,019
Activities for generating funds					
Fundraising		-	-	-	2,024
Incoming resources from charitable Activities:					
Attendance fees	2	106,108		106,108	92,822
Sundry income		178		178	117
Other incoming resources		<u>2</u>		<u>2</u>	<u>2</u>
Total incoming resources		<u>106,288</u>		<u>106,288</u>	<u>103,984</u>
RESOURCES EXPENDED					
Charitable activities					
Operating costs	3	109,056	-	109,056	109,132
Governance costs	4		919	-	919
300		<u></u>	<u></u>	<u></u>	<u></u>
Total resources expended		<u>109,975</u>	<u>-</u>	<u>109,975</u>	<u>109,432</u>
NET INCOMING/ (OUTGOING) RESOURCES			(3,687)		
(3,687)		(5,448)			
Total funds brought forward at 1 Sep 21				26,324	-
26,324	31,772	<u></u>	<u></u>	<u></u>	<u></u>
TOTAL FUNDS CARRIED FORWARD					
AT 31 August 22		<u>22,637</u>	<u>-</u>	<u>22,639</u>	<u>26,324</u>

The Statement of Financial Activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

AVON SMALL SAINTS PRE-SCHOOL
STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 August 2022

BALANCE SHEET
31 August 2022

		<u>2022</u>		<u>2021</u>	
	Notes	£	£	£	£
FIXED ASSETS:					
Equipment	6		2,133		2,186
CURRENT ASSETS:					
Debtors	7	363		408	
Cash at bank and in hand		<u>25,333</u>		<u>24,602</u>	
		25,697			25,010
CREDITORS: Amounts falling due within one year	8	<u>(5,192)</u>		<u>(872)</u>	
NET CURRENT ASSETS:			<u>20,505</u>		<u>24,138</u>
TOTAL ASSETS LESS CURRENT LIABILITIES:			<u>22,637</u>		<u>26,324</u>
FUNDS:					
Unrestricted funds: general reserve			<u>22,637</u>		<u>26,324</u>
			<u>22,637</u>		<u>26,324</u>

ON BEHALF OF THE TRUSTEES:

TRUSTEE

-TRUSTEE

Dated:....

The notes form part of these financial statements

AVON SMALL SAINTS PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2022

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the Charities Act 2011 on the historical cost convention, except investment assets that are carried at market value. The financial statements are prepared in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting and Reporting by Charities: Charities SORP 2016 FRS102.

The charity has taken advantage of the exemption in Financial Reporting Standard 1 from the requirement to produce a cashflow statement on the grounds that it qualifies as a small charity.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Incoming resources

All incoming resources are included in the statement of financial activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Such income is only deferred when the donor specifies that the grant or donation must only be used in future accounting periods or when the donor has imposed conditions which must be met before the charity has unconditional entitlement. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

Gifts in kind donated for distribution are included at valuation and recognized as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

Tangible fixed assets

Expenditure on fixed assets is capitalised except for expenditure incurred on the replacement of assets of low value with a short life. Repair, renovation and replacement expenditure is written off as expenditure in the statement of financial activities. The cost of fixed assets is their purchase cost, together with any incidental costs of acquisition. Expenditure incurred on play equipment is treated as a revenue expense as although some of the equipment may be of a higher value it has a short life due to the extensive use that it receives from the children.

Income and funds policy

Voluntary income and donations are accounted for as received by the charity.

Value added tax

Value added tax is not recoverable by the charity, and as such is included in the relevant

AVON SMALL SAINTS PRE-SCHOOL

**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2022**

costs in the Statement of Financial Activities.

Governance costs

Governance costs include all expenditure which is not directly related to the charitable activity. This includes accountancy fees and trustees meeting expenses.

AVON SMALL SAINTS PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2022

ACCOUNTING POLICIES continued

Intangible income

The Preschool occupies premises within the school ground at a reduced rate of rent. The Trustees consider that the financial saving cannot be quantified with reasonable accuracy and therefore no adjustment has been made in the SOFA.

2. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2022 £	2021 £
Attendance fees	29,682	-	29,682	17,761
Wiltshire County Council	76,426	-	76,426	75,061
	<u>106,108</u>	<u>-</u>	<u>106,108</u>	<u>92,822</u>

3. ANALYSIS OF TOTAL RESOURCES EXPENDED

	2022 Cost £	2021 Cost £
Staff Wages (note 5)	87,301	81,574
Snack	2,383	745
Stationary, Printing & Postage	864	830
Resources & Small Equipment	2,086	1,339
Website & Computers	-	484
Eylog	-	994
Telephone & Broadband	622	747
Staff Training, Welfare & DBS & Travel	1,002	968
Rent & Rates	350	373
Electric	1,570	2,217
Water	1,349	1,409
External Activities	-	428
Fundraising	-	380
Insurance	1,778	1,839
Waste Collection	959	1,711
Ofsted Registration	-	35
Advertising	426	160
Repairs & Maintenance	5,618	9,452
Subscriptions & Software	1,610	35
Accountancy & Payroll administration	-	308
Cleaning & personal hygiene	-	844
Sundry/Miscellaneous	75	197
Depreciation	857	1,936
Bank Charges	130	127
Charitable Donations	<u>76</u>	<u>-</u>
	<u>109,056</u>	<u>109,132</u>

4. GOVERNANCE COSTS

AVON SMALL SAINTS PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2022

This is stated after charging:

	2022	2021
	£	£
Accountancy Fees	919	300

5. STAFF COSTS

No remuneration or reimbursed expenses were paid to trustees, or persons closely connected with them, in the period. No employee received a salary in excess of £60,000 in the current or previous years.

6. FIXED ASSETS

	Fixtures and Fittings
<u>Cost/Value</u>	
At 1st September 2021	8,197
Additions	804
Disposals	-
At 31st August 2022	9,001
<u>Depreciation</u>	
At 1st September 2021	6,0
Charge for year	11
	857
Disposals	-
At 31st August 2022	6,868
<u>Net Book Value</u>	
	2
At 31st August 2021	,186
At 31st August 2022	2,133

Depreciation is charged in the accounts at 25% on cost.

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade debtors: Prepayments	363	408

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
PAYE and national insurance	116	(271)
Pension Contributions	268	209
Net wages	-	104
Other creditors	2,642	(332)
Accruals	2,166	1,162
	5,192	872