

Wigton Moor Playschool

Charity number 1160549

A company limited by guarantee number 06387617

Annual Report and Financial Statements for the year ended 31 August 2021



West Yorkshire Community Accounting Service

Wigton Moor Playschool

Annual Report and Financial Statements for the year ended 31 August 2021

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Prepared by West Yorkshire Community Accountancy Service CIO

Wigton Moor Playschool

Trustees' report for the year ended 31 August 2021

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Linda West	Chair	
Clare Starkie	Treasurer	
Corrina Hudson	Secretary	
Catherine Lill	Vice Chair	
Louise Webster		
Sophia Mihedji		Appointed 9 November 2020
Kiranjeet Ubhi		Appointed 9 November 2020
Victoria Marshment		Resigned 6 December 2021
Lorraine McGuire		Resigned 7 February 2022
Charity number	1160549	Registered in England and Wales
Company number	06387617	Registered in England and Wales

Registered and principal address	Bankers
Wigton Moor Football Club	HSBC Bank Plc
The Recreation Ground	108 Harrogate Road
Harrogate Road, Leeds.	Leeds
LS17 8EN	LS7 4NU

Independent examiner

Claire Welling

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 2 October 2007. It is governed by articles of association which were last revised on 11 June 2018. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by a resolution passed at a properly convened meeting of the charity trustees.

Objectives and activities

The charity's objects

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:

- Offering appropriate play, education and care 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
- Encouraging the study of the need of such children and their families and promoting public interest in and recognition of such needs.
- Instigating and adhering to and furthering the aims and objects of the pre-school learning alliance.

Wigton Moor Playschool

Trustees' report (continued) for the year ended 31 August 2021

Objectives and activities (continued)

The charity's main activities

Wigton Moor Playschool provides pre-school play, education and care for children from two years old to school-entry age.

Playschool conforms to the Government's statutory Early Years Foundation Stage (EYFS) childcare framework and we are subject to Ofsted inspections. At our last two inspections in 2014 and 2019 the quality and standards of our provision were rated 'Good' by Ofsted.

We are a charitable company, limited by guarantee, run by a board of voluntary, unpaid directors elected by members of the charity or appointed by the board in accordance with the Playschool's Articles of Association.

Our main source of funding is the Government's Free Early Education Entitlement (FEEE) grant for two, three and four year olds as administered by Leeds City Council, with a smaller amount coming from fees paid directly by families for provision outwith the FEEE criteria. Our income is also augmented by charitable donations and fundraising.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of education.

Achievements and performance

Wigton Moor Playschool has had another successful year despite the continued challenges of COVID 19. Our partnership with Wigton Moor Junior Football Club is excellent and they respond quickly to any repairs needed.

The Playschool has managed to stay open throughout the pandemic, caring for Key Worker children when required. Playschool pupil numbers remained good from September 2020 until August 2021. Our committee meetings have continued to take place on Zoom, and 2 new directors were appointed in November 2020.

The staff have continued their training online and completed food hygiene and health and safety training.

We continue to make links with a local primary school who are always complimentary about the achievements of those pupils who move into their reception class.

Fundraising has been difficult due to the COVID 19 restrictions. However the staff and directors have continued to raise extra funds through raffles and fun activities, which the children have really enjoyed. The staff in particular are always supportive of any fundraising activities. We continue to have good relationships with local businesses and the Co op recently donated funds to buy some new toys to enhance the children's play. Since the erection of an outside canopy the children are able to access outside learning more often.

Money raised has been used to fund Pyjama Drama who still come into Playschool to provide excellent creative activities which the children enjoy immensely.

We are making more use of our Facebook page which enables parent/carers to see and respond to what learning takes place at Playschool. This now has lots of photographs on and comments from staff, carers and directors.

Financial review

The net income for the year was £34,797 on unrestricted funds.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £149,504.

The current reserves policy is to hold 6 months running costs in reserves.

We anticipate increasing our reserves target to 9 months, but also plan to upgrade our computer and purchase some new toys in the near future. Also pressure on staffing costs continues to increase, all of which are likely to cause use of our reserves.

Wigton Moor Playschool

Trustees' report (continued) for the year ended 31 August 2021

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;

- observe the methods and principles in the Charities SORP;

- make judgements and estimates that are reasonable and prudent;

- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts comply with the Companies Act 2006. 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees on 25/05/2022

Linda West (Trustee)

Wigton Moor Playschool

Independent examiner's report to the trustees of Wigton Moor Playschool

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 August 2021, which are set out on pages 6 to 11.

Responsibilities and basis of report

As the charity's trustees of the charitable 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 charitable 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 ('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 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 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.

Claire Welling

31/05/2022

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Wigton Moor Playschool
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 August 2021

	Notes	2021 Total funds £	2020 Total funds £
Income from:			
Grants and donations	(2)	3,001	4,380
Fees and early education funding	(3)	170,841	154,786
Fundraising		2,241	1,680
Bank interest		14	184
Total income		176,097	161,030
Expenditure on:			
Salaries and on-costs	(4)	118,229	112,736
Payroll fees		705	543
Freelancer fees		60	140
Rent, repairs and maintenance		13,285	12,741
Playschool materials and equipment		6,072	3,575
Insurance		463	502
Printing, stationery and web		301	-
Independent examination		480	480
Depreciation		1,132	1,169
Professional services		573	154
Total expenditure		141,300	132,040
Net income / (expenditure)		34,797	28,990
Fund balances brought forward		122,642	93,652
Fund balances carried forward		157,439	122,642

All incoming resources and resources expended derive from continuing activities.

Wigton Moor Playschool

Balance sheet

as at 31 August 2021

		2021 Total £	2020 Total £
Fixed assets			
Tangible assets	(5)	7,935	9,067
Total fixed assets		<u>7,935</u>	<u>9,067</u>
Current assets			
Prepayments		380	337
Cash at bank and in hand	(6)	149,928	113,868
Total current assets		<u>150,308</u>	<u>114,205</u>
Current liabilities:			
amounts falling due within one year			
Accruals		804	630
Total current liabilities		<u>804</u>	<u>630</u>
Net current assets / (liabilities)		<u>149,504</u>	<u>113,575</u>
Net assets		<u>157,439</u>	<u>122,642</u>
Funds			
Unrestricted funds		157,439	122,642
Total funds		<u>157,439</u>	<u>122,642</u>

For the year ending 31 August 2021 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 25/05/2022

Linda West (Trustee)

Wigton Moor Playschool

Notes to the accounts

for the year ended 31 August 2021

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £300 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Playschool equipment 15%

Computer equipment 33%

Playschool large equipment 10%

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

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

Wigton Moor Playschool
Notes to the accounts continued
for the year ended 31 August 2021

2 Grants and donations	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Co-op	-	-	-	1,258
Leeds City Council (LCC) Covid 19 grant	3,000	-	3,000	3,000
Other donations	-	-	-	122
	<u>3,000</u>	<u>-</u>	<u>3,000</u>	<u>4,380</u>
	1		1	

3 Fees and early education funding	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
LCC Early Education Funding	121,131	-	121,131	106,062
Fees	49,710	-	49,710	48,724
	<u>170,841</u>	<u>-</u>	<u>170,841</u>	<u>154,786</u>

4 Staff costs and numbers	2021 £	2020 £
Gross salaries	115,238	109,092
Social security costs	4,894	4,106
Employment allowance	(4,290)	(2,886)
Pensions	<u>2,387</u>	<u>2,424</u>
	<u>118,229</u>	<u>112,736</u>

The average number employees during the year was 7, being an average of 6 full time equivalent (2020: 10.1, 7.8 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2021 £	2020 £
Costs of the scheme to the charity for the year	2,387	2,424

Wigton Moor Playschool
Notes to the accounts continued
for the year ended 31 August 2021

5 Tangible assets	Playschool large	Computer equipment	Playschool equipment	Total
<u>Cost</u>		£	£	£
At 1 September 2020	9,372	1,365	1,544	12,281
At 31 August 2021	9,372	1,365	1,544	12,281
<u>Depreciation</u>				
At 1 September 2020	937	1,365	912	3,214
Charge for year	937	-	195	1,132
At 31 August 2021	1,874	1,365	1,107	4,346
<u>Net book value</u>				
At 31 August 2021	7,498	-	437	7,935
At 31 August 2020	8,435	-	632	9,067

6 Cash at bank and in hand	2021	2020
	£	£
Cash at bank	149,922	113,838
Cash in hand	6	30
	<u>149,928</u>	<u>113,868</u>

7 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Wigton Moor Playschool

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 August 2021

	2021 Unrestricted funds £	2020 Unrestricted funds £	2021 Restricted funds £	2020 Restricted funds £	2021 Total funds £	2020 Total funds £
Income						
Grants and donations	3,001	3,122	-	1,258	3,001	4,380
Fees and early education funding	170,841	154,786	-	-	170,841	154,786
Fundraising	2,241	1,680	-	-	2,241	1,680
Bank interest	14	184	-	-	14	184
Total income	176,097	159,772	-	1,258	176,097	161,030
Expenditure						
Salaries and on-costs	118,229	112,736	-	-	118,229	112,736
Pensions	-	-	-	-	-	-
Payroll fees	705	543	-	-	705	543
Freelancer fees	60	140	-	-	60	140
Rent, repairs and maintenance	13,285	12,741	-	-	13,285	12,741
Playschool materials and equipment	6,072	3,575	-	-	6,072	3,575
Insurance	463	502	-	-	463	502
Printing, stationery and web	301	-	-	-	301	-
Cleaning and sundries	-	-	-	-	-	-
Staff training	-	-	-	-	-	-
Independent examination	480	480	-	-	480	480
Legal and administrative fees	-	-	-	-	-	-
Depreciation	1,132	1,169	-	-	1,132	1,169
Fundraising costs	-	-	-	-	-	-
Professional services	573	154	-	-	573	154
Total expenditure	141,300	132,040	-	-	141,300	132,040
Net income / (expenditure)	34,797	27,732	-	1,258	34,797	28,990
Transfers between funds	-	5,401	-	(5,401)	-	-
Net movement in funds	34,797	33,133	-	(4,143)	34,797	28,990
Fund balances brought forward	122,642	89,509	-	4,143	122,642	93,652
Fund balances carried forward	157,439	122,642	-	-	157,439	122,642