

Company Number
7471433

PEAPOD PRE-SCHOOL

Financial Statements

31st August 2023

PEAPOD PRE-SCHOOL

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PEAPOD PRE-SCHOOL

Charity / Company Information FOR THE YEAR ENDED 31 AUGUST 2023

TRUSTEES AND DIRECTORS:	Juliette Hardman - Director Rowan De Vroomen - Director Maddie Dunning - Director Suzanne Williams - Director Rym Atkins - Director Fran O'Neill - Director/Manager Sarah Riley - Director/Manager
REGISTERED OFFICE:	Peapod Pre-School Milford Road Norwich Norfolk NR2 3AR
COMPANY NUMBER:	7471433
CHARITY REGISTERED NUMBER:	1161723
INDEPENDENT EXAMINERS:	Mark Shearing FCA 26 Chandler Road Stoke Holy Cross Norfolk NR14 8RG

**PEAPOD PRE-SCHOOL
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 AUGUST 2023**

The Trustees present their report with the financial statements of the charitable company for the year ended 31 August 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT GOVERNING DOCUMENT

Peapod Pre-School (the "Company") is a charitable company limited by guarantee, incorporated on 16 December 2010. The Company adopted new articles of association in a form approved by the Pre-School Learning Alliance and the Charity Commission on 30 April 2014 and was registered as a charity on 19 May 2015 under charity number 1161723. In the event of the Company being wound up members are required to contribute an amount not exceeding £1. At 31st August 2023 there were 6 members.

TRUSTEES

The trustees are, for the purposes of the Companies Act, directors of the charitable company. The trustees shown below have held office during the period from 1st September 2022 to the date of this report. Fran O'Neill and Sarah Riley are appointed as trustees in accordance with clause 6.1.1 of the Company's articles of association.

Juliette Hardman - Director
Rowan De Vroomen - Director
Maddie Dunning - Director
Suzanne Williams - Director
Rym Atkins - Appointed 2 February 2024
Sarah Riley - Director (Manager)
Fran O'Neill - Director (Manager)

RECRUITMENT AND APPOINTMENT

The total number of board members shall not be less than two and not more than nine. The Trustees will from time to time appoint people with specific skills to fulfil specific projects. Those people would be entitled to attend management meetings. The trustees must meet at least three times a year.

OBJECTS AND ACTIVITIES

The objects of the Pre-school ("the Objects") 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, 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 ability;
- b) Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs;
- c) Instigating and adhering to and furthering the aims and objects of the Early Years Alliance.

ACHIEVEMENT AND PERFORMANCE

Peapod pre-school, with a 'Good' rating from Ofsted, remains consistently popular within its local community as well as within the wider area. The setting is unable to fulfil demand, resulting in an extensive waiting list. As a Communication Hub, the preschool continues to work with its own families and the wider community, providing advice, events and resources aiming to support speech, language and communication. This has included a family yoga and mindfulness session and parent and toddler drop-in sessions. The preschool continues to pride itself on being an inclusive setting that works extensively with all families, including those who have children with seen and unseen disabilities. Staff development reflects this focus, with emphasis placed upon SEND training such as Autism Awareness.

Capital funds totalling £35,500 have been used in the following ways: £16,000 have been used to employ additional support staff, enabling focused and tailored interventions for those children with additional needs. £1,550 on activity equipment to support children's development, including those with additional needs. £8,500 on a 'cost of living' one off payment to support staff. £8,800 on painting and decorating the preschool. £649 on IT equipment.

FINANCIAL REVIEW

The financial statements are set out on pages 7 to 8. The statement of financial activities is set out on page 7.

Total incoming resources amounted to £273,505. Total resources expended amounted to £305,802, resulting in net outgoing resources for the year of £32,297. At the 31st August 2023, the charitable company had total funds of £72,278.

The balance sheet is in a healthy position with Free reserves of £22,278 and Contingency reserves of £50,000.

RESERVES POLICY

It is a general policy of the charitable company to hold free funds of 4-6 months of running costs to enable the orderly closing of the charitable company should the need arise. £50,000 is currently held in the reserves account.

STATEMENT OF TRUSTEES RESPONSIBILITY

Charity law and company law both require the trustees (who also act as directors for the purpose of company law) to prepare financial statements for each financial year. Under company law, the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial 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, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company 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 special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:



Suzanne Williams, Chair
21st May 2024

PEAPOD PRE-SCHOOL

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF PEAPOD PRE-SCHOOL

I report on the accounts for the year ended 31 August 2023 set out on pages 7 to 11

Respective Responsibilities of Directors and Reporting Accountant

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

Having satisfied myself that the charitable company is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to :-

- a) examine the accounts under section 145 of the 2011 Act;
- b) follow the procedures laid down in the general directions given by the Charity Commission (under sections 145(5)(b) of the 2011 Act); and
- c) state whether particular matters have come to my attention.

Basis of Independent Examiners 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 a charitable company 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 you as 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 Examiners 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;
 - a) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - b) to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities.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.

Mr Mark Shearing FCA
26 Chandler Roac
Stoke Holy Cross
Norfolk
NR14 8RG

Dated

17/05/2024

PEAPOD PRE-SCHOOL
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 AUGUST 2023
(incorporating the income and expenditure account)

	Total Funds 2023 £	Total Funds 2022 £
INCOMING RESOURCES		
Incoming resources for generated funds		
Core Fees	92,702	101,934
Core funding	177,784	147,699
Honorarium Communications hub	-	6,589
Donations	94	100
Fund Raising	2,642	2,771
 INVESTMENT INCOME		
Bank Interest	283	7
Total incoming resources	<u>273,505</u>	<u>259,100</u>
 RESOURCES EXPENDED		
Cost of generating funds	2 487	1,244
Charitable activities	3 304,908	263,091
Governance costs	4 407	403
Total resources expended	<u>305,802</u>	<u>264,738</u>
Net (resources)/Incoming before transfers	<u>(32,297)</u>	<u>(5,638)</u>
Transfers	-	-
Net (outcoming)/incoming resources after transfers	(32,297)	(5,638)
 Total funds brought forward at 1 September 2022	<u>104,796</u>	<u>110,434</u>
Total funds carried forward at 31 August 2023	72,278	104,796

There are no recognised gains and losses in the statement of financial activities and , consequently, no statement of total recognised gains and losses has been prepared.

For Companies Act purposes, total income is £273,505 and total expenditure is £306,061 which is total incoming resources and total resource expenses as shown above. All the amounts relate to continuing activities.

**PEAPOD PRE-SCHOOL
BALANCE SHEET
AT 31 AUGUST 2023**

	Note	2023	2022
		£	£
CURRENT ASSEST			
Debtors	(6)	3,834	365
Cash at bank and in hand		<u>79,036</u>	<u>114,207</u>
		82,870	114,572
CREDITORS			
Amounts falling due within one year	(7)	<u>(10,592)</u>	<u>(9,997)</u>
		(10,592)	(9,997)
NET CURRENT ASSESTS		72,278	104,575
NET ASSETS		<u>72,278</u>	<u>104,575</u>
FUNDS			
Total Funds	(8)		
Represented by:-			
Contingency Reserves		50,000	50,000
Free Reserves		<u>22,278</u>	<u>54,575</u>
Reserves carried forward		<u>72,278</u>	<u>104,575</u>

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 directors acknowledge their responsibilities for:

- a) ensuring that the charitable company keeps accounting records which comply with Section 386 of the Companies Act 2006 and
- b) preparing financial statements which give a true and fair view of the state of the affairs of the charitable company as at the end of each financial year and of its profit or loss for each financial year in accordance with requirements of Section 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.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies

The financial statements were approved by the Board of Directors on 21st May 2023 and were signed on its behalf by:

Suzanne Williams, Chair

**PEAPOD PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
AT 31 AUGUST 2023**

1 ACCOUNTING POLICIES

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the financial statements:

a) Basis or preparation of accounts

The financial statements have been prepared under the historical cost convention and comply with the Companies Act 2006. The financial statements have been prepared in accordance with Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities: Statement of Recommended Practice", published in March 2005 (revised May 2008) and applicable accounting standards

b) Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the charitable objectives of Peapod Pre-School

There were no restricted funds but £50,000 of designated funds.

c) Incoming resources

All income is accounted for as soon as Peapod Pre-School has entitlement to the income, there is certainty of receipt and the amount is quantifiable

d) Resources expended

All expenditure is accounted for on an accruals basis

**PEAPOD PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
AT 31 AUGUST 2023**

	2023 £	2022 £
2 COST OF GENERATING FUNDS		
Fundraising Expenses	<u>487</u>	<u>1,244</u>
3 CHARITABLE ACTIVITIES		
Direct Costs:		
Staff Salaries	242,521	213,153
Training	185	511
Early years PP	1,614	1,009
Activity Equipment	4,474	6,442
Bad debt expense	-	-
Fund Raising purchases	2,148	974
Refreshments	3,391	2,930
School Dinners	3,417	2,521
Protective clothing	1,748	1,684
Staff Costs	1,751	1,453
Premises Running Costs	988	1,170
Rent	24,593	21,471
Cleaning	5,247	5,245
Repairs	8,800	-
Postage and Stationery	15	-
Printing and Photocopying	1,056	927
Telephone and internet	936	701
IT support and infrastructure	649	1,850
Subscriptions	1,074	807
Bank Fees	119	92
Travel	42	52
Sundry Expenses	140	100
	<u>304,908</u>	<u>263,091</u>
4 GOVERNANCE AND SUPPORT COSTS		
Professional fees	<u>407</u>	<u>403</u>
5 TRUSTEE AND EMPLOYMENT INFORMATION		
a) Trustee information		
No remuneration was paid to the Trustees during the year (2022: £nil).		
b) Employee Information	2023	2022
The average number of staff employed during the year was:	<u>17</u>	<u>14</u>
6 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2023	2022
	£	£
Trade Debtors	635	-
Prepayments	624	365
PAYE & NIC Due	2,575	-
	<u>3,834</u>	<u>365</u>

2023 S.C. Williams

7	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2023	2022
		£	£
	Other Creditors	1,735	630
	PAYE & NIC Due	-	1,468
	Pension	-	1,099
	Client Deposits	6,400	6,000
	Income Received in Advance	1,858	500
	Accruals	600	300
		<u>10,592</u>	<u>9,997</u>

8	ANALYSIS OF FUNDS	Net Current Assets 2023 £	Net Current Assets 2022 £
	General Fund	22,278	54,575
	Designated Fund	50,000	50,000
		<u>72,278</u>	<u>104,575</u>

9 RELATED PARTY DISCLOSURES

During the year there were no related party transactions (2023: none)