

WEST HILL PRE-SCHOOL
(A company limited by guarantee)

UNAUDITED FINANCIAL STATEMENTS

YEAR TO 31ST AUGUST 2020

WEST HILL PRE-SCHOOL
UNAUDITED FINANCIAL STATEMENTS
YEAR TO 31ST AUGUST 2020

CONTENTS

	Page
Legal and Administrative Information	1
Trustees' Annual Report	2-7
Independent Examiner's Report	8
Statement of Financial Activities	9
Balance Sheet	10
Notes to the Financial Statements	11-16

WEST HILL PRE-SCHOOL
LEGAL AND ADMINISTRATIVE INFORMATION
YEAR TO 31ST AUGUST 2020

CHARITY NAME	West Hill Pre-School
REGISTERED CHARITY NUMBER	1162644
REGISTERED COMPANY NUMBER	09308414 (England and Wales)
REGISTERED ADDRESS	West Hill Village Hall Beech Park West Hill Ottery St Mary Devon EX11 1UQ
TRUSTEES	Fiona Laitinen (Chair) Cathy Armstrong (Secretary) Martin Hayball (Treasurer) Hannah Claxton Louise Down Kate Farmer Felicity Henry Jessica Hobbs Hannah Pantling Claire Panzeri Danielle Receveur Emily Perriam Polly Whitfield
INDEPENDENT EXAMINER	Mr M B J Cronin MAAT FCIE Bowhill Bookkeeping Services 172 Newman Road Exeter EX4 1PQ

WEST HILL PRE-SCHOOL
REPORT OF THE TRUSTEES INCLUDING DIRECTORS REPORT
FOR THE YEAR TO 31ST AUGUST 2020

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 31st August 2020.

The financial statements have been prepared 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 2015) – (Charities SORP (FRS 102)) and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102). The financial statements have also been prepared with the Charities Act 2011 and the small Companies regime (section 419 (2) of the Companies Act 2006.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 12th November 2014 and registered as a charity with the Charity Commission on 13th July 2015. The company was established under a Memorandum of Association which established the objectives and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

The trustees are elected by the members or co-opted by the trustees. One third of the members must retire at the AGM but members may be reappointed at the AGM.

Organisational Structure

The trustees who served during the year and up to the date the report was approved are as follows:

Fiona Laitinen (Chair)
Cathy Armstrong (Secretary)
Martin Hayball (Treasurer)
Hannah Claxton (from 21st Oct 2020)
Louise Down
Kate Farmer (from 3rd Feb 2020)
Felicity Henry (from 21st Oct 2020)
Jessica Hobbs (from 21st Oct 2020)
Hannah Pantling (from 21st Oct 2020)
Claire Panzeri
Danielle Receveur
Emily Perriam
Polly Whitfield

Charlotte Ferguson (Chair to 30th Sept 2019)
Gill Munday (Secretary to 30th Sept 2019)
Joanna Bromley (to 30th Sept 2019)
Kirsten Hayball (to 30th Sept 2019)
Cate Planchon (to 21st Oct 2020)
Karen Walter (to 30th Sept 2019)

OBJECTIVES AND ACTIVITIES

The aims of the Pre-School 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, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability;

WEST HILL PRE-SCHOOL
REPORT OF THE TRUSTEES INCLUDING DIRECTORS REPORT
FOR THE YEAR TO 31ST AUGUST 2020

OBJECTIVES AND ACTIVITIES (continued)

- 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.

Activities which demonstrate these objectives have been met include:

- Pre-School runs a successful weekly toddler group open to families with babies and toddlers living in the local area.
- Pre-School is open 5 days a week (term time). As a minimum, morning and afternoon sessions are offered Tuesday to Thursday and morning sessions on Monday and Friday. Depending on demand, additional sessions can run on Monday and Friday afternoons.
- Sessions offer flexibility to meet the individual needs of parents/carers. The day is split into sessions and parents are free to choose a combination of sessions, initially up to a maximum of 6 sessions, however further sessions are permitted if space allows.
- Places are available to children at 2 years and 6 months. Pre-School accepts Devon County Council funding for 2-year olds and 3-4 year olds and is also happy to receive payment from parents/carers either in full or in instalments via cash, cheque, BACS or childcare vouchers.
- Pre-School uses the Early Years Foundation Stage curriculum and links all areas of Learning and Development into the daily planning and observations.
- Pre-School's approach to learning promotes the development of creativity, individuality and self-confidence. Our environment incorporates both indoor and outdoor 'learning' – the philosophy being 'what can be learnt inside can be learnt outside'.
- Pre-School incorporates the Government's literacy 'guidelines' 'Letters and Sounds' into the daily routine, thus developing children's speaking and listening skills from an early age.
- Pre-School has a large selection of toys and equipment. These are reviewed regularly and updated to ensure they link to the children's current interests.
- Different activities are planned each day such as craft, painting, and baking, and include plenty of outdoor play, weather permitting.
- All staff are fully trained with relevant qualifications and attend first aid and safeguarding training regularly.
- Parental/carer involvement takes place in a variety of ways. Parents can join the committee and actively participate with the overall running of the Pre-School, volunteer on an ad hoc basis or help plan and run fundraising events.
- Parents/carers receive regular communication regarding Pre-School matters and also receive constant updates regarding their child's development via online profiles.
- Pre-School aims to ensure all sections of its community have access to the setting through open, fair and clearly communicated procedures.

The trustees have given due consideration to the Charity Commission's published guidance on the Public Benefit requirement under the Charities Act 2011.

The trustees are satisfied that the activities outlined above meet the public benefit purpose of the advancement of education.

ACHIEVEMENTS AND PERFORMANCE

The 2019/2020 academic year is certainly going to be a year to remember, as it will for many organisations, due to the worldwide Covid-19 pandemic. Overall, despite the many challenges during the summer term in particular, pre-school maintained a high level of support to children and finances remained stable.

WEST HILL PRE-SCHOOL
REPORT OF THE TRUSTEES INCLUDING DIRECTORS REPORT
FOR THE YEAR TO 31ST AUGUST 2020

ACHIEVEMENTS AND PERFORMANCE (continued)

Pre-school remained very popular within the local community and the year started with 32 children on the register and ended with 38 children. This was fewer than the year before (when children numbers increased from 37 to 50), however due to Covid-19 we recommended that children who were due to join in the summer term wait until September. Had pre-school operated as normal, a greater increase in child numbers would have been seen.

Although the number of registered children was satisfactory, many children were of school age in September 2020 and therefore to ensure no significant drop in child numbers in Autumn 2020 and throughout the forthcoming academic year a decision was taken to actively market pre-school throughout the early part of 2020. This also coincided with the announcement that another childcare setting was due to open nearby in late 2020.

The marketing, which consisted of regular Facebook posts which were reshared on local village forums and articles in local parish magazines and gazettes focussed on: the wealth of experience the pre-school staff have, the close links to the school and in particular the emphasis on getting children 'school ready' and our central location in the village. Early indications are that the marketing has been successful as the autumn term is due to start with 35 children with more to start in January 2021.

As a result of such demand on places especially when considering that many children are requesting the maximum number of sessions allowed, pre-school will be opening all day every day from September. Pre-school will also need to look at how it can admit and accommodate more children especially those who will not be leaving in September 2021 to go to school and early discussions have been had with the village hall trustees in establishing if pre-school can operate from a second room on some days from Spring 2021. A further decision on this will be made in November 2020 once all implications eg, staffing requirements have been considered.

Until pre-school closed at the end of March due to Covid-19, pre-school was open Monday to Thursday all day but offered a Friday morning session only. Session times changed slightly at the start of the year which meant only morning or afternoon sessions were offered. As the afternoon session incorporated lunch this meant separate lunch sessions were no longer required. This change was met positively by parents and allowed them to access all applicable weekly funding and not pay for any additional time if they did not wish to.

Another change in the day to day activities was that school readiness is now supported on a daily basis throughout the year and not concentrated into a few sessions during the summer term only. We have also worked extensively with the reception class schoolteacher to identify areas where pre-school can help support children and further guidance for parents has also been produced.

This has been extremely successful and the children have enjoyed the opportunity to learn additional skills in small manageable amounts rather than in a few concentrated mornings.

Aside from the above, pre-school continued to follow a child led and child centred approach which means that sessions are structured through following the children's interests as they happen supporting learning in a gentle child led fashion. The focus is on learning opportunities in the moment which helps children's play and learning flow and develop, rather than adults leading the play.

WEST HILL PRE-SCHOOL
REPORT OF THE TRUSTEES INCLUDING DIRECTORS REPORT
FOR THE YEAR TO 31ST AUGUST 2020

ACHIEVEMENTS AND PERFORMANCE (continued)

Due to Covid -19 pre-school was closed from the end of March until early June (any children of critical key workers were able to source alternative childcare). During this time, we were able to support children and their families through a dedicated facebook page where staff shared daily posts of educational activities and fun age appropriate tasks to complete. Staff also set up zoom story times and uploaded videos of themselves singing familiar songs and children were sent fun themed packs to complete in the post.

Additional facebook contributions also came from the reception schoolteacher, pre-school's yoga teacher and a dance teacher and many families posted pictures of themselves completing the activities.

During the period of closure, the trustees kept an extremely close eye on pre-school's finances. Although income from unfunded children was lost, thanks to continued funding from Devon County Council based on hours children were expected to attend and the village hall not charging rent, we were able to continue to pay staff normally and meet all other financial obligations comfortably and without depleting the cash reserves significantly.

From early June, pre-school opened to children who wished to return and operated under very clear and robust covid-19 safe guidelines. Due to having exclusive use of the village hall, 'bubbles' of children were allocated different areas of the village hall and parents were not permitted into pre-school and staggered start / finish times were allocated. The focus was very much to provide a stimulating relaxed environment for children with the priority on play and movement and as per the national guidance the EYFS was not followed.

During this time, pre-school's very successful toddler group did not restart and due to a number of reasons, mainly relating to Covid-19 restrictions and requirements a decision has been made that it will go on an extended break until early 2021 at least.

Although pre-school was operating successfully and around two thirds of registered children returned in June, due to a safety issue regarding the water system at the village hall, pre-school closed just over a week early for the summer holidays. This sudden closure was extremely disappointing given the amount of time and effort that had gone into re-opening after lockdown and it was frustrating not to be able to say a proper goodbye to the children moving onto school.

In the weeks following the closure, a full in person discussion was held with the village hall trustees to understand the issue and what steps were being taken to address the matter. Extremely detailed assurances were given that pre-school would be able to re-open in September along with information on all work undertaken and what additional measures would be put in place in the future. The trustees would like to thank the village hall trustees for their swift action and are completely satisfied the matter has been resolved and all obligations have been met.

It is always the case that the trustees wish to thank the staff for their professionalism, hard work and dedication to pre-school and this year that takes on a new magnitude. The year did not go as planned, and special thanks must go to Trisha Ratcliff pre-school manager along with Fiona Laitinen, chair of trustees and Claire Ritchie pre-school administrator for all their enormous efforts especially during the very difficult summer months.

WEST HILL PRE-SCHOOL
REPORT OF THE TRUSTEES INCLUDING DIRECTORS REPORT
FOR THE YEAR TO 31ST AUGUST 2020

ACHIEVEMENTS AND PERFORMANCE (continued)

Additional thanks to all trustees over the past year. The start of the year saw a significant change in the make-up of trustees and a new chair and secretary were elected. It is hoped there will be minimal changes going into 2020/21. However, the trustees need to look ahead and ensure there is a smooth transition at the end of the forthcoming year when it is expected many trustees will move on.

Obviously due to Covid-19, many of pre-school's usual fundraising activities could not go ahead and only the popular Christmas Bazaar was held. It is unlikely that fundraising events will be held again before Spring 2021.

Pre-school was only able to run the harvest festival service and nativity in conjunction with the church and thanks go to everyone there for being so welcoming. All other events including the annual day out, sports day and graduation party were cancelled.

A number of long term projects also had to be paused due to Covid-19 and a priority for the forthcoming year will be to re-start them when it is safe to do so. For a number of years, the trustees have been looking at ways to create more outdoor space, which can be used all year round. After a number of false starts looking at various options, provisional agreement has been made with the village hall trustees to allow an outdoor wooden classroom to be built in the garden.

It was very much hoped that such a classroom could be built in the summer holidays, especially when pre-school has all the finances in place to cover such a project however it is likely now that this project will not recommence until Spring 2021.

The aim was also to have a weekly Forest School session running at the start of the 2020/21 academic year and contracts had been drawn up with the Primary School to use their dedicated Forest School area. These contracts have not yet been signed; however, it is hoped discussions with the school can re-start in late 2020.

Finally, we would like to say thank you again to everyone who has supported pre-school over the past year and we look forward to another successful year.

FINANCIAL REVIEW

The charity made a small deficit in the year of £1,360 (2019 – deficit £698). Total income decreased by nearly 14% compared to 2019 with a 22% reduction in EYF funding. Fees from parents, however showed a 24% increase compared to 2019.

Total expenditure decreased by 13%. Some costs such as rent and consumables showed significant reductions compared to 2019 due to the impact of the Covid 19 pandemic. Administrative costs showed an increase compared to the previous year with extra funds being spent to enable the administrator to ensure Covid 19 safety guidance was being followed and to provide online resources for the children whilst the pre-school was closed due to the Covid 19 pandemic.

Employment costs decreased by 11% in line with a reduction in staff numbers from 8 in the previous year to 6 and staff overtime reduced due to the time the pre-school was closed due to the impact of the Covid 19 pandemic.

Net assets at 31st August 2020 totalled £70,550 (2019 - £71,910. £620 is held in a restricted fund for the purchase of a 1.2m sandpit, wooden lid and sand. The remaining funds are held in the unrestricted funds.

WEST HILL PRE-SCHOOL

REPORT OF THE TRUSTEES INCLUDING DIRECTORS REPORT

FOR THE YEAR TO 31ST AUGUST 2020

RESERVES POLICY/COVID 19 STATEMENT

At the year-end, the charity's unrestricted reserves amounted to £38,143. £31,787 is held in a savings bank account by the trustees as a designated fund as provision for any future redundancy payments. The remaining reserves cover between 5-6 months unrestricted expenditure.

STATEMENT OF TRUSTEE'S RESPONSIBILITIES

The trustees (who are also the directors of West Hill Pre-School) are responsible for preparing the annual report and the accounts in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice. Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- 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 charity will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and to 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, which have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies, was approved by the trustees onand signed on their behalf by:

.....
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
WEST HILL PRE-SCHOOL**

I report on the accounts of the company for the year to 31st August 2020 which are set out on pages 9 to 16.

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 I 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 M Cronin MAAT FCIE
Bowhill Bookkeeping Services
172 Newman Road
Exeter
EX4 1PQ**

Date

WEST HILL PRE-SCHOOL
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31ST AUGUST 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
INCOME FROM:							
Donations	13	58,975	-	58,975	75,265	-	75,265
Charitable activities	14	17,922	-	17,922	15,110	-	15,110
Other trading activities: Fundraising income		1,229	-	1,229	1,951	-	1,951
Investment income: Bank interest		63	-	63	63	-	63
Other		1,401	-	1,401	-	-	-
TOTAL		<u>79,590</u>	<u>-</u>	<u>79,590</u>	<u>92,389</u>	<u>-</u>	<u>92,389</u>
EXPENDITURE ON:							
Raising Funds		537	-	537	1,301	-	1,301
Charitable activities	15	80,413	-	80,413	91,786	-	91,786
TOTAL		<u>80,950</u>	<u>-</u>	<u>80,950</u>	<u>93,087</u>	<u>-</u>	<u>93,087</u>
NET MOVEMENT IN FUNDS		(1,360)	-	(1,360)	(698)	-	(698)
RECONCILIATION OF FUNDS:							
TOTAL FUNDS BROUGHT FORWARD		<u>71,290</u>	<u>620</u>	<u>71,910</u>	<u>71,988</u>	<u>620</u>	<u>72,608</u>
TOTAL FUNDS CARRIED FORWARD		<u>69,930</u>	<u>620</u>	<u>70,550</u>	<u>71,290</u>	<u>620</u>	<u>71,910</u>

WEST HILL PRE-SCHOOL

BALANCE SHEET

AS AT 31st AUGUST 2020

	Note	£	At 31st August 2020 £	At 31 st August 2019 £
FIXED ASSETS				
Computer Equipment	4		392	588
CURRENT ASSETS:				
Debtors	5	939		437
Cash at bank and in hand		70,683		72,087
		<u>71,622</u>		<u>72,524</u>
LIABILITIES:				
Creditors: Amounts falling due within one year	6	(1,464)		(1,202)
NET CURRENT ASSETS			70,158	71,322
TOTAL NET ASSETS			<u>70,550</u>	<u>71,910</u>
THE FUNDS OF THE CHARITY:				
Restricted Funds	11		620	620
Unrestricted Funds		38,143		39,567
Designated Funds	7	31,787		31,723
			<u>69,930</u>	<u>71,290</u>
TOTAL CHARITY FUNDS			<u>70,550</u>	<u>71,910</u>

For the year ending 31st August 2020, the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The notes on pages 11 -16 form an integral part of these accounts.

Responsibilities of trustees

- 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 of the Companies Act - however in accordance with section 145 of the Charities Act 2011 the accounts have been examined by an independent examiner whose report appears on page 8.
- The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with FRS 102 and were approved by the trustees on..... and signed on their behalf by:

.....
Trustee

WEST HILL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
YEAR TO 31ST AUGUST 2020

1. ACCOUNTING POLICIES

a) Basis of Accounting

The financial statements have been prepared 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 2015) – (Charities SORP (FRS 102)) and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102). The financial statements have also been prepared with the Charities Act 2011 and the small Companies regime (section 419 (2) of the Companies Act 2006.

West Hill Pre-School meets the definition of a public benefit entity under FRS 102.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to the accounts.

b) Tangible Fixed Assets

Computer equipment costing more than £500 is capitalised and depreciated at 25% on a straight-line basis.

c) Debtors

Other debtors are measured at their recoverable amounts.

d) Cash at bank

Cash at bank includes short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

e) Creditors

Creditors are recognised when the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

f) Income

All income is included in the Statement of Financial Activities when the charity is legally entitled to the income, receipt is probable and the amount can be quantified with reasonable accuracy.

Donations and grants are recognised when received by or on behalf of the charity.

Fees are recognised when they become due.

WEST HILL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
YEAR TO 31ST AUGUST 2020

1. ACCOUNTING POLICIES (continued)

g) Expenditure

Expenditure is included on an accruals basis.

Raising funds are those costs incurred in fundraising.

Charitable expenditure are costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

h) Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

i) The Funds of the Charity

Funds held by the charity are:

Restricted Funds

These are funds which can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when the funds are raised for particular purposes.

Unrestricted Funds

These are funds that are not subject to any restrictions regarding their use and are available for application within the charitable objects for the general purposes of the charity.

Designated Funds

These are funds that are earmarked by the trustees for specific purposes in the future. The trustees have the power to re-designate such funds within the unrestricted funds.

j) Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

k) Going concern

The trustees consider there are no material uncertainties about the charity's ability to continue as a going concern.

2. LEGAL STATUS OF THE CHARITY

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £10.

3. TAXATION

As a charity, West Hill Pre-School is exempt from tax on income and gains falling within sections 466 to 493 of the Corporation Tax Act 2010 to the extent that these are applied to its charitable purposes. No tax charges have arisen in the charity.

WEST HILL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
YEAR TO 31ST AUGUST 2020

4. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 September 2019 & 31 st August 2020	784
DEPRECIATION	
At 1 September 2019	196
Charge for year	196
	392
At 31 st August 2020	392
NET BOOK VALUE	
At 31 st August 2020	392
	588
At 31 st August 2019	588

5. DEBTORS

	2020 £	2019 £
Other Debtors	939	437
	939	437

6. CREDITORS: Amounts falling due within one year

	2020 £	2019 £
Other Creditors	839	422
Accruals	625	780
	1,464	1,202

7. DESIGNATED FUNDS

Monies have been placed in a savings bank account as provision for any future redundancy payments for staff and this is shown as a designated fund.

WEST HILL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
YEAR TO 31ST AUGUST 2020

8. EMPLOYMENT COSTS

Total remuneration for the year amounted to £64,618.
Gross salaries amounted to £62,212. Pension costs totalled £1,127. Employer NIC amounted to £1,279 all of which was covered by the employment allowance shown as other income.
There were no employees with remuneration above £60,000.
The average number of employees for the year was 6.

9. TRUSTEES' REMUNERATION AND EXPENSES

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any trustee or any person or persons known to be connected with any of them.

The Charity's insurance included trustee indemnity insurance.

There were no trustees' expenses paid for the year ended 31st August 2020, nor for the year ended 31st August 2019.

10. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year.

11. RESTRICTED FUND

A grant of £620 was received during 2018 from West Hill Parish Council for the purchase of a new 1.2m sandpit, wooden lid and sand. Due to the impact of Covid 19, this purchase has not been made in the year. As outlined in the trustees' report on page 6, it is hoped to build an outdoor wooden classroom. The sandpit purchase will be part of this project and the grant will be spent on the sandpit as soon as Covid 19 restrictions allow this project to go ahead.

12. POST BALANCE SHEET EVENTS/GOING CONCERN

The charity's trustees continue to monitor the impact of Covid 19 on the charity as detailed in the trustees' report.

WEST HILL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS

YEAR TO 31ST AUGUST 2020

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
INCOME FROM:						
13. Donations						
Early Years Funding and grant	58,975	-	58,975	75,265	-	75,265
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	58,975	-	58,975	75,265	-	75,265
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
14. Charitable activities						
Fees – parents	17,421	-	17,421	14,050	-	14,050
Fees – toddlers	501	-	501	852	-	852
Pre-School trip	-	-	-	208	-	208
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	17,922	-	17,922	15,110	-	15,110
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

WEST HILL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS

YEAR TO 31ST AUGUST 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
15. EXPENDITURE ON:							
Charitable activities							
Employment costs	8	64,618	-	64,618	72,616	-	72,616
Staff training & other staff costs		269	-	269	398	-	398
Consumables		1,901	-	1,901	2,391	-	2,391
Equipment		818	-	818	1,788	-	1,788
Pre-School trip		-	-	-	207	-	207
Entertainment/Classes		98	-	98	761	-	761
Rent		5,314	-	5,314	6,976	-	6,976
Insurance		718	-	718	710	-	710
Administration		5,226	-	5,226	3,627	-	3,627
Other expenses		496	-	496	987	-	987
Gifts to Staff leavers		350	-	350	164	-	164
Premises, repairs & maintenance		-	-	-	130	-	130
Accountancy & Independent exam fee		409	-	409	835	-	835
Depreciation		196	-	196	196	-	196
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		80,413	-	80,413	91,786	-	91,786
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>