

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

UNAUDITED FINANCIAL STATEMENTS

YEAR TO 31ST AUGUST 2022

WEST HILL PRE-SCHOOL
UNAUDITED FINANCIAL STATEMENTS
YEAR TO 31ST AUGUST 2022

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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
CURRENT TRUSTEES	Joanna Wright (Chair) Claire Pegg (Secretary) Heather Hatcher (Treasurer) Hannah Claxon (Safeguarding L Louise Down Yusur Goodfellow Hannah Pantling Claire Rayner Susanna Wragg Joanna Wright
INDEPENDENT EXAMINER	Mr M B J Cronin MAAT FCIE Bowhill Bookkeeping Services 172 Newnham Road Exeter EX4 1PQ

WEST HILL PRE-SCHOOL

REPORT OF THE TRUSTEES INCLUDING DIRECTORS' REPORT

FOR THE YEAR TO 31ST AUGUST 2022

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 2022.

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 2019) – (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 2022 amendments 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:

Joanna Wright (Chair from 20th September 2022)
Claire Pegg (Secretary from 20th September 2022)
Heather Hatcher (Treasurer from 20th September 2022)
Martin Hayball (Treasurer to 20th September 2022)
Hannah Claxton (Safeguarding Lead)
Louise Down
Yusur Goodfellow (from 20th October 2021)
Hannah Pantling
Claire Rayner (from 20th October 2021)
Susannah Wragg (from 25th January 2023)

Felicity Carpenter (Chair to 20th September 2022)
Danielle Receveur (Secretary to 20th September 2022)
Cathy Armstrong (to 20th September 2022)
Claire Panzeri (to 20th September 2022)

Kate Farmer (to September 2021)
Emily Perriam (to September 2021)

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 2022

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).
- 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 2021/2022 academic year started with a real feeling of normality which was a welcome change from the previous two years which had really been heavily affected by covid restrictions. Numbers were very strong despite the ongoing challenges of the COVID-19 pandemic, this remained the case throughout the year and finances were stable.

The year started with 35 children on the register and ended with 42 children. As in previous years there were a large number of children that would be school age at the end of the summer term so there was still the need to advertise Pre-School in the local area. This was done through Facebook posts and also through our Toddler group which started back after the summer.

WEST HILL PRE-SCHOOL
REPORT OF THE TRUSTEES INCLUDING DIRECTORS' REPORT
FOR THE YEAR TO 31ST AUGUST 2022

ACHIEVEMENTS AND PERFORMANCE (continued)

With 35 children on the register numbers were very similar to the previous year for the autumn term, and again there were quite a few children that started on the minimum sessions with a view to increasing those sessions after Christmas. Pre-school will continue to operate 5 days a week with both morning and afternoon sessions being offered.

Forestry Fridays started up again on 24th September. This runs on a Friday morning; the children attending this session go to a designated Forest school site at West Hill Primary School with a qualified Forest School Practitioner. They love being outside exploring and investigating the natural world, challenging themselves and building a life-long love of the outdoors. They enjoy den building, climbing, swing building, playing in the mud kitchen, and much more. The sessions are focused around the children's interests and help build confidence and self-esteem. As part of this, on a Friday the Pre-school is set up to reflect the session, the staff follow the Forest School ethos of natural resources and exploring nature. By extending Forest School into the setting, it helps embed the learning that happens at the Forest School site.

After two years of being unable to celebrate the Harvest Festival in Church we could finally attend in person for this wonderful celebration and welcome parents along with us too.

After October half term we began to provide an After School Club from Monday-Thursday 3.15pm-5.30pm open to all children from both the Pre-School and Primary school between the ages of 3 and 10. This proved extremely popular from the start as services such as this are hard to find in the local area.

We were also able to do a Christmas event this year. We opted for an outdoor event due to Covid-19 case numbers being high in the local area, and the committee organised a fantastic Carols around the Christmas Tree evening with singing and a visit from Santa. We held a raffle with amazing prizes, mulled wine and singing. It was really popular with the whole community.

Lastly, we had a cocoa evening where the children came to the village hall in their pyjamas, read stories and Santa visited the children which was a lovely way to end the term.

The Spring term started with 40 children on the register and increased sessions for most of our current children. This meant a busy time for all staff but they tackled this with their usual energy and enthusiasm. Once again, we were able to plan events for this term which is always so much fun for the children and made everyone feel like some kind of normality was returning following the pandemic.

Due to the high numbers of children the decision was made to run Rising 5's sessions in the upstairs room of the village hall to help prepare the school age children for September. These mornings gave the rising 5's a unique opportunity to work on listening and school readiness skills. We worked very closely with West Hill Primary School to ensure that the transition to School was smooth. Alongside working on the weekly phonics theme we focused on our daily routines such as hanging up coats, putting on own shoes and coats and good hygiene such as hand washing and toileting. We also reflected the register taking at school and circle time where there are activities, games and stories. We also do lots of fun playing and creating.

Aside from this Pre-school continued to follow a child led and child centred approach which means that sessions are structured through following children's interests as they happen supporting learning in a gentle child led fashion. This was built on further in the summer term with the introduction of a pre-school children's committee. A small group of children would meet with our former manager and make decisions on things such as what snack they would like on each day and which activities they would like to do. It was rotated each week so all children were given an opportunity to take part.

During the February half term, we had a long awaited redesign of our outdoor space. A fixed canopy was built by a local landscaping firm which has transformed Pre-School and enabled the children to be outside in all weathers. It has provided much needed shade and shelter come rain or shine.

WEST HILL PRE-SCHOOL
REPORT OF THE TRUSTEES INCLUDING DIRECTORS' REPORT
FOR THE YEAR TO 31ST AUGUST 2022

ACHIEVEMENTS AND PERFORMANCE (continued)

Both the children and Staff have provided wonderful feedback on the garden and we are very pleased to have completed the work.

Next on the calendar was Mother's Day and due to another rise in local Covid-19 cases we decided that as the weather was so lovely, we would do an afternoon tea party in our beautiful garden rather than going to the church as we had in previous years. The children loved getting the garden ready and then serving lots of yummy cakes to the Mummies and Grandmas.

In the last week of term, we did an Easter Egg Hunt around the school field. There were clues to follow and an easter egg at the end for each child. A great way to end an extremely busy term!

During the holidays, we organised a Queens Platinum Jubilee Scarecrow competition for the whole village. This was kindly sponsored by West Hill Parish Council. Residents were invited to make and display their royal scarecrows for all the village to see. They were then judged by the West Hill Parish Councillors, and prizes given out for 1st, 2nd and 3rd place - these were kindly donated by the Parish Council. All entry fees were donated to the Pre-School.

The Summer Term began in a similar way with child numbers still high and many sessions fully booked.

In May to mark the Queen's Platinum Jubilee, we had a wonderful tea party in the garden with yummy scones and cakes donated by parents. This was followed by our Father's Day celebration in June when we served mid-morning bacon sandwiches and hot drinks to our Daddies and Grandads. It has been so lovely to have so many events in our calendar this year and lots of great opportunities to enjoy our fantastic outdoor space.

Hospiscare held a table top sale on 7th May that the pre-school took part in. The committee worked hard collecting second hand clothing and toys, sorted through them all and sold them to raise funds. The remaining clothes and toys were donated to a Ukraine appeal to assist charities working with refugees.

Sports day was a great success with both parents and children, it was held in the school field with parents able to watch, we had a mix of races, relays, and a parent's race.

On Saturday 9th July we had a table at the West Hill Summer Fete and decided to sell cakes and lemonade again following the success of last year. It was a scorching hot day but a very successful one!

This year we were able to have a Graduation Day with minimal restrictions. We had Miss Miranda's Music again as a treat for the children along with party food and then parents were able to join afterwards for the ceremony and presentation of personalised graduation colouring pencils. The children also all enjoyed a special visit from the ice-cream van as a treat.

Staff update

Clare Hedges temporarily went over to the primary school to assist as a Teaching Assistant in the reception class for the duration of the Autumn term. She then applied for a permanent post and got the job, so left the preschool.

Recruitment has been a huge part of Pre-School over the Spring and Summer terms. We have been exceptionally busy running at maximum capacity in all our sessions and working hard to add to our staff numbers to keep the pre-school running in the same way for the terms and years ahead.

WEST HILL PRE-SCHOOL

REPORT OF THE TRUSTEES INCLUDING DIRECTORS' REPORT

FOR THE YEAR TO 31ST AUGUST 2022

ACHIEVEMENTS AND PERFORMANCE (continued)

Staff update (continued)

At the beginning of the Summer Term we were saddened to receive a resignation letter from Patricia Ratcliff after 4 fantastic years at Pre-School. Patricia left at the end of the Summer Term to spend more time at home supporting her family. We were very fortunate to be able to recruit a new manager by the beginning of June and Natalie Taylor started with us on 14th June to ensure a thorough handover. Natalie Taylor has already done a fantastic job of bringing herself up to speed with how the pre-school operates, sorting out paperwork and having a quick reshuffle of the resources cupboards. The Pre-School is very lucky to have her on board and we look forward to all the exciting events and activities to come over the next academic year.

COMMITTEE UPDATE:

Danielle Receuver, our Secretary, Martin Hayball our Treasurer, Claire Panzeri and Cathy Armstrong are resigning from the preschool committee and we thank them for all of their hard work to date on behalf of the preschool. This is a great opportunity for anyone who is interested in getting involved with the future running of preschool to join the committee.

FUTURE PLANS:

Parents evenings
Christmas Bazaar
Large sand pit installation

FINANCIAL REVIEW

- Income for 21/22 was £114,139 this is compared with £118,291 in the previous year (a decrease of £4,152)
- Income from Early years funding was £72,484 and £36,067 fees from parents including for after school club
- Fundraising raised £618 (Income less costs)
- Expenditure for the year was £135,777. The year before was £114,970 so an increase of £20,807.
- There has been an increase in wage costs of 8% and a large amount of expenditure on equipment in to improve the outdoor space. The total cost of the Canopy and other garden improvements was £15,885.
- Largest expenditures were wages of £98,667 (increase of £7,630 on previous year). June, July and August we paid two managers while handover was in progress. Rent £7,551 (increase of £732 on previous year due to additional sessions offered and rising 5's sessions and after school club). Administration e.g insurance, phone, Ofsted £2,941 (a decrease of £2,188 on previous year).
- There was an overall loss of £21,638 for the year compared with a profit of £3,321 from the previous year. This is partly due to the huge investment made on the outdoor space and other equipment bought to improve Pre-school (equipment spending amounted to £17,769) and staff training costs of £1,652 for Louise Harris Forest School Practitioner course, Tammie Clarke PANCO course and First Aid.
- The opening balance on current account was £41,846 and closing balance on current account was £19,585.
- Saving account (used as a staff redundancy and emergency fund) opened and closed c £31.8K. Only activity on account was small amount of interest paid.

WEST HILL PRE-SCHOOL
REPORT OF THE TRUSTEES INCLUDING DIRECTORS' REPORT
FOR THE YEAR TO 31ST AUGUST 2022

FINANCIAL REVIEW (continued)

Accounts will be examined by an independent examiner and a final full set of accounts will be sent to Companies House and the Charity Commission in due course.

Finally, we would like to say thank you again to everyone who has supported Pre-School over the past year. Particularly our wonderful and dedicated committee, who have been so supportive to our staff team, taking time out of their busy schedules to help when required. We are confident we can have another successful year seeing the children thrive in a supportive environment where staff and parents work alongside each other for the benefit of the children.

RESERVES POLICY

At the year-end, the charity's unrestricted reserves amounted to £20,423. £31,806 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 1-2 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 on ...05.04.23.....and signed on their behalf by:

.......... **HEATHER HATCHER**
Trustee

WEST HILL PRE-SCHOOL
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 2022 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 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
INCOME FROM:							
Donations	11	72,484	-	72,484	96,881	-	96,881
Charitable activities	12	36,152	-	36,152	18,977	-	18,977
Other trading activities: Fundraising income		1,140	-	1,140	110	-	110
Investment income: Bank interest		4	-	4	20	-	20
Other		4,359	-	4,359	2,303	-	2,303
TOTAL		<u>114,139</u>	<u>-</u>	<u>114,139</u>	<u>118,291</u>	<u>-</u>	<u>118,291</u>
EXPENDITURE ON:							
Raising Funds		522	-	522	81	-	81
Charitable activities	13	135,255	-	135,255	114,191	698	114,889
TOTAL		<u>135,777</u>	<u>-</u>	<u>135,777</u>	<u>114,272</u>	<u>698</u>	<u>114,970</u>
NET INCOME/(EXPENDITURE)		(21,638)	-	(21,638)	4,019	(698)	3,321
TRANSFERS BETWEEN FUNDS		-	-	-	(78)	78	-
NET MOVEMENT IN FUNDS		(21,638)	-	(21,638)	3,941	(620)	3,321
RECONCILIATION OF FUNDS:							
TOTAL FUNDS BROUGHT FORWARD		<u>73,871</u>	<u>-</u>	<u>73,871</u>	<u>69,930</u>	<u>620</u>	<u>70,550</u>
TOTAL FUNDS CARRIED FORWARD		<u>52,233</u>	<u>-</u>	<u>52,233</u>	<u>73,871</u>	<u>-</u>	<u>73,871</u>

WEST HILL PRE-SCHOOL

BALANCE SHEET

AS AT 31st AUGUST 2022

	Note	£	At 31 st August 2022 £	At 31 st August 2021 £
FIXED ASSETS				
Computer Equipment	4		806	1,405
CURRENT ASSETS:				
Debtors	5	1,538		1,238
Cash at bank and in hand		51,395		73,652
		<u>52,933</u>		<u>74,890</u>
LIABILITIES:				
Creditors: Amounts falling due within one year	6	(1,506)		(2,424)
NET CURRENT ASSETS			51,427	72,466
TOTAL NET ASSETS			<u>52,233</u>	<u>73,871</u>
THE FUNDS OF THE CHARITY:				
Unrestricted Funds		20,423		42,065
Designated Funds	7	31,810		31,806
TOTAL CHARITY FUNDS			<u>52,233</u>	<u>73,871</u>


For the year ending 31st August 2022, 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 05.04.23 and signed on their behalf by:

 HEATHER HATCHER
Trustee

WEST HILL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
YEAR TO 31ST AUGUST 2022

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 2019) – (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 2022 amendments 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 2022

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 2022

4. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 September 2021 & 31 st August 2022	2,396
DEPRECIATION	
At 1 September 2021	991
Charge for year	599
At 31 st August 2022	1,590
NET BOOK VALUE	
At 31 st August 2022	806
At 31 st August 2021	1,405

5. DEBTORS

	2022 £	2021 £
Other Debtors	1,538	1,238
	1,538	1,238

6. CREDITORS: Amounts falling due within one year

	2022 £	2021 £
Other Creditors	806	1,799
Accruals	700	625
	1,506	2,424

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 2022

8. EMPLOYMENT COSTS

Total remuneration for the year amounted to £98,667.
Gross salaries amounted to £92,461. Pension costs totalled £1,667. Employer NIC amounted to £4,539. £4,291 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 8.

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 2022, nor for the year ended 31st August 2021.

10. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year.

WEST HILL PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

YEAR TO 31ST AUGUST 2022

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
INCOME FROM:						
11. Donations						
Early Years Funding and grant	72,484	-	72,484	96,881	-	96,881
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	72,484	-	72,484	96,881	-	96,881
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
12. Charitable activities						
Fees – parents	28,492	-	28,492	18,640	-	18,640
Fees – After School Club	7,575	-	7,575	-	-	-
Fees – toddlers	85	-	85	337	-	337
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	36,152	-	36,152	18,977	-	18,977
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

WEST HILL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
YEAR TO 31ST AUGUST 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
13. EXPENDITURE ON:							
Charitable activities							
Employment costs	8	98,667	-	98,667	91,037	-	91,037
Staff training & other staff costs		1,652	-	1,652	585	-	585
Consumables		2,717	-	2,717	3,921	-	3,921
Licences		108	-	108	207	-	207
Equipment		2,089	-	2,089	2,723	698	3,421
Entertainment/Classes		495	-	495	330	-	330
Educational Support		265	-	265	-	-	-
Rent		7,551	-	7,551	6,819	-	6,819
Insurance		183	-	183	720	-	720
Administration		2,941	-	2,941	5,129	-	5,129
Other expenses		1,505	-	1,505	964	-	964
Gifts to Staff leavers		61	-	61	577	-	577
Outdoor Project		15,680	-	15,680	-	-	-
Accountancy & Independent exam fee		742	-	742	580	-	580
Depreciation		599	-	599	599	-	599
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		135,255	-	135,255	114,191	698	114,889
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

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

UNAUDITED FINANCIAL STATEMENTS

YEAR TO 31ST AUGUST 2022

WEST HILL PRE-SCHOOL
UNAUDITED FINANCIAL STATEMENTS
YEAR TO 31ST AUGUST 2022

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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
CURRENT TRUSTEES	Joanna Wright (Chair) Claire Pegg (Secretary) Heather Hatcher (Treasurer) Hannah Claxon (Safeguarding L Louise Down Yusur Goodfellow Hannah Pantling Claire Rayner Susanna Wragg Joanna Wright
INDEPENDENT EXAMINER	Mr M B J Cronin MAAT FCIE Bowhill Bookkeeping Services 172 Newnham Road Exeter EX4 1PQ

WEST HILL PRE-SCHOOL

REPORT OF THE TRUSTEES INCLUDING DIRECTORS' REPORT

FOR THE YEAR TO 31ST AUGUST 2022

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 2022.

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 2019) – (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 2022 amendments 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:

Joanna Wright (Chair from 20th September 2022)
Claire Pegg (Secretary from 20th September 2022)
Heather Hatcher (Treasurer from 20th September 2022)
Martin Hayball (Treasurer to 20th September 2022)
Hannah Claxton (Safeguarding Lead)
Louise Down
Yusur Goodfellow (from 20th October 2021)
Hannah Pantling
Claire Rayner (from 20th October 2021)
Susannah Wragg (from 25th January 2023)

Felicity Carpenter (Chair to 20th September 2022)
Danielle Receveur (Secretary to 20th September 2022)
Cathy Armstrong (to 20th September 2022)
Claire Panzeri (to 20th September 2022)

Kate Farmer (to September 2021)
Emily Perriam (to September 2021)

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 2022

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).
- 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 2021/2022 academic year started with a real feeling of normality which was a welcome change from the previous two years which had really been heavily affected by covid restrictions. Numbers were very strong despite the ongoing challenges of the COVID-19 pandemic, this remained the case throughout the year and finances were stable.

The year started with 35 children on the register and ended with 42 children. As in previous years there were a large number of children that would be school age at the end of the summer term so there was still the need to advertise Pre-School in the local area. This was done through Facebook posts and also through our Toddler group which started back after the summer.

WEST HILL PRE-SCHOOL
REPORT OF THE TRUSTEES INCLUDING DIRECTORS' REPORT
FOR THE YEAR TO 31ST AUGUST 2022

ACHIEVEMENTS AND PERFORMANCE (continued)

With 35 children on the register numbers were very similar to the previous year for the autumn term, and again there were quite a few children that started on the minimum sessions with a view to increasing those sessions after Christmas. Pre-school will continue to operate 5 days a week with both morning and afternoon sessions being offered.

Forestry Fridays started up again on 24th September. This runs on a Friday morning; the children attending this session go to a designated Forest school site at West Hill Primary School with a qualified Forest School Practitioner. They love being outside exploring and investigating the natural world, challenging themselves and building a life-long love of the outdoors. They enjoy den building, climbing, swing building, playing in the mud kitchen, and much more. The sessions are focused around the children's interests and help build confidence and self-esteem. As part of this, on a Friday the Pre-school is set up to reflect the session, the staff follow the Forest School ethos of natural resources and exploring nature. By extending Forest School into the setting, it helps embed the learning that happens at the Forest School site.

After two years of being unable to celebrate the Harvest Festival in Church we could finally attend in person for this wonderful celebration and welcome parents along with us too.

After October half term we began to provide an After School Club from Monday-Thursday 3.15pm-5.30pm open to all children from both the Pre-School and Primary school between the ages of 3 and 10. This proved extremely popular from the start as services such as this are hard to find in the local area.

We were also able to do a Christmas event this year. We opted for an outdoor event due to Covid-19 case numbers being high in the local area, and the committee organised a fantastic Carols around the Christmas Tree evening with singing and a visit from Santa. We held a raffle with amazing prizes, mulled wine and singing. It was really popular with the whole community.

Lastly, we had a cocoa evening where the children came to the village hall in their pyjamas, read stories and Santa visited the children which was a lovely way to end the term.

The Spring term started with 40 children on the register and increased sessions for most of our current children. This meant a busy time for all staff but they tackled this with their usual energy and enthusiasm. Once again, we were able to plan events for this term which is always so much fun for the children and made everyone feel like some kind of normality was returning following the pandemic.

Due to the high numbers of children the decision was made to run Rising 5's sessions in the upstairs room of the village hall to help prepare the school age children for September. These mornings gave the rising 5's a unique opportunity to work on listening and school readiness skills. We worked very closely with West Hill Primary School to ensure that the transition to School was smooth. Alongside working on the weekly phonics theme we focused on our daily routines such as hanging up coats, putting on own shoes and coats and good hygiene such as hand washing and toileting. We also reflected the register taking at school and circle time where there are activities, games and stories. We also do lots of fun playing and creating.

Aside from this Pre-school continued to follow a child led and child centred approach which means that sessions are structured through following children's interests as they happen supporting learning in a gentle child led fashion. This was built on further in the summer term with the introduction of a pre-school children's committee. A small group of children would meet with our former manager and make decisions on things such as what snack they would like on each day and which activities they would like to do. It was rotated each week so all children were given an opportunity to take part.

During the February half term, we had a long awaited redesign of our outdoor space. A fixed canopy was built by a local landscaping firm which has transformed Pre-School and enabled the children to be outside in all weathers. It has provided much needed shade and shelter come rain or shine.

WEST HILL PRE-SCHOOL
REPORT OF THE TRUSTEES INCLUDING DIRECTORS' REPORT
FOR THE YEAR TO 31ST AUGUST 2022

ACHIEVEMENTS AND PERFORMANCE (continued)

Both the children and Staff have provided wonderful feedback on the garden and we are very pleased to have completed the work.

Next on the calendar was Mother's Day and due to another rise in local Covid-19 cases we decided that as the weather was so lovely, we would do an afternoon tea party in our beautiful garden rather than going to the church as we had in previous years. The children loved getting the garden ready and then serving lots of yummy cakes to the Mummies and Grandmas.

In the last week of term, we did an Easter Egg Hunt around the school field. There were clues to follow and an easter egg at the end for each child. A great way to end an extremely busy term!

During the holidays, we organised a Queens Platinum Jubilee Scarecrow competition for the whole village. This was kindly sponsored by West Hill Parish Council. Residents were invited to make and display their royal scarecrows for all the village to see. They were then judged by the West Hill Parish Councillors, and prizes given out for 1st, 2nd and 3rd place - these were kindly donated by the Parish Council. All entry fees were donated to the Pre-School.

The Summer Term began in a similar way with child numbers still high and many sessions fully booked.

In May to mark the Queen's Platinum Jubilee, we had a wonderful tea party in the garden with yummy scones and cakes donated by parents. This was followed by our Father's Day celebration in June when we served mid-morning bacon sandwiches and hot drinks to our Daddies and Grandads. It has been so lovely to have so many events in our calendar this year and lots of great opportunities to enjoy our fantastic outdoor space.

Hospiscare held a table top sale on 7th May that the pre-school took part in. The committee worked hard collecting second hand clothing and toys, sorted through them all and sold them to raise funds. The remaining clothes and toys were donated to a Ukraine appeal to assist charities working with refugees.

Sports day was a great success with both parents and children, it was held in the school field with parents able to watch, we had a mix of races, relays, and a parent's race.

On Saturday 9th July we had a table at the West Hill Summer Fete and decided to sell cakes and lemonade again following the success of last year. It was a scorching hot day but a very successful one!

This year we were able to have a Graduation Day with minimal restrictions. We had Miss Miranda's Music again as a treat for the children along with party food and then parents were able to join afterwards for the ceremony and presentation of personalised graduation colouring pencils. The children also all enjoyed a special visit from the ice-cream van as a treat.

Staff update

Clare Hedges temporarily went over to the primary school to assist as a Teaching Assistant in the reception class for the duration of the Autumn term. She then applied for a permanent post and got the job, so left the preschool.

Recruitment has been a huge part of Pre-School over the Spring and Summer terms. We have been exceptionally busy running at maximum capacity in all our sessions and working hard to add to our staff numbers to keep the pre-school running in the same way for the terms and years ahead.

WEST HILL PRE-SCHOOL

REPORT OF THE TRUSTEES INCLUDING DIRECTORS' REPORT

FOR THE YEAR TO 31ST AUGUST 2022

ACHIEVEMENTS AND PERFORMANCE (continued)

Staff update (continued)

At the beginning of the Summer Term we were saddened to receive a resignation letter from Patricia Ratcliff after 4 fantastic years at Pre-School. Patricia left at the end of the Summer Term to spend more time at home supporting her family. We were very fortunate to be able to recruit a new manager by the beginning of June and Natalie Taylor started with us on 14th June to ensure a thorough handover. Natalie Taylor has already done a fantastic job of bringing herself up to speed with how the pre-school operates, sorting out paperwork and having a quick reshuffle of the resources cupboards. The Pre-School is very lucky to have her on board and we look forward to all the exciting events and activities to come over the next academic year.

COMMITTEE UPDATE:

Danielle Receuver, our Secretary, Martin Hayball our Treasurer, Claire Panzeri and Cathy Armstrong are resigning from the preschool committee and we thank them for all of their hard work to date on behalf of the preschool. This is a great opportunity for anyone who is interested in getting involved with the future running of preschool to join the committee.

FUTURE PLANS:

Parents evenings
Christmas Bazaar
Large sand pit installation

FINANCIAL REVIEW

- Income for 21/22 was £114,139 this is compared with £118,291 in the previous year (a decrease of £4,152)
- Income from Early years funding was £72,484 and £36,067 fees from parents including for after school club
- Fundraising raised £618 (Income less costs)
- Expenditure for the year was £135,777. The year before was £114,970 so an increase of £20,807.
- There has been an increase in wage costs of 8% and a large amount of expenditure on equipment in to improve the outdoor space. The total cost of the Canopy and other garden improvements was £15,885.
- Largest expenditures were wages of £98,667 (increase of £7,630 on previous year). June, July and August we paid two managers while handover was in progress. Rent £7,551 (increase of £732 on previous year due to additional sessions offered and rising 5's sessions and after school club). Administration e.g insurance, phone, Ofsted £2,941 (a decrease of £2,188 on previous year).
- There was an overall loss of £21,638 for the year compared with a profit of £3,321 from the previous year. This is partly due to the huge investment made on the outdoor space and other equipment bought to improve Pre-school (equipment spending amounted to £17,769) and staff training costs of £1,652 for Louise Harris Forest School Practitioner course, Tammie Clarke PANCO course and First Aid.
- The opening balance on current account was £41,846 and closing balance on current account was £19,585.
- Saving account (used as a staff redundancy and emergency fund) opened and closed c £31.8K. Only activity on account was small amount of interest paid.

WEST HILL PRE-SCHOOL
REPORT OF THE TRUSTEES INCLUDING DIRECTORS' REPORT
FOR THE YEAR TO 31ST AUGUST 2022

FINANCIAL REVIEW (continued)

Accounts will be examined by an independent examiner and a final full set of accounts will be sent to Companies House and the Charity Commission in due course.

Finally, we would like to say thank you again to everyone who has supported Pre-School over the past year. Particularly our wonderful and dedicated committee, who have been so supportive to our staff team, taking time out of their busy schedules to help when required. We are confident we can have another successful year seeing the children thrive in a supportive environment where staff and parents work alongside each other for the benefit of the children.

RESERVES POLICY

At the year-end, the charity's unrestricted reserves amounted to £20,423. £31,806 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 1-2 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 on 05.04.23 and signed on their behalf by:

 HEATHER HATCHER
Trustee

WEST HILL PRE-SCHOOL
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 2022 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 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
INCOME FROM:							
Donations	11	72,484	-	72,484	96,881	-	96,881
Charitable activities	12	36,152	-	36,152	18,977	-	18,977
Other trading activities: Fundraising income		1,140	-	1,140	110	-	110
Investment income: Bank interest		4	-	4	20	-	20
Other		4,359	-	4,359	2,303	-	2,303
TOTAL		<u>114,139</u>	<u>-</u>	<u>114,139</u>	<u>118,291</u>	<u>-</u>	<u>118,291</u>
EXPENDITURE ON:							
Raising Funds		522	-	522	81	-	81
Charitable activities	13	135,255	-	135,255	114,191	698	114,889
TOTAL		<u>135,777</u>	<u>-</u>	<u>135,777</u>	<u>114,272</u>	<u>698</u>	<u>114,970</u>
NET INCOME/(EXPENDITURE)		(21,638)	-	(21,638)	4,019	(698)	3,321
TRANSFERS BETWEEN FUNDS		-	-	-	(78)	78	-
NET MOVEMENT IN FUNDS		(21,638)	-	(21,638)	3,941	(620)	3,321
RECONCILIATION OF FUNDS:							
TOTAL FUNDS BROUGHT FORWARD		<u>73,871</u>	<u>-</u>	<u>73,871</u>	<u>69,930</u>	<u>620</u>	<u>70,550</u>
TOTAL FUNDS CARRIED FORWARD		<u>52,233</u>	<u>-</u>	<u>52,233</u>	<u>73,871</u>	<u>-</u>	<u>73,871</u>

WEST HILL PRE-SCHOOL

BALANCE SHEET

AS AT 31st AUGUST 2022

	Note	£	At 31 st August 2022 £	At 31 st August 2021 £
FIXED ASSETS				
Computer Equipment	4		806	1,405
CURRENT ASSETS:				
Debtors	5	1,538		1,238
Cash at bank and in hand		51,395		73,652
		<u>52,933</u>		<u>74,890</u>
LIABILITIES:				
Creditors: Amounts falling due within one year	6	(1,506)		(2,424)
NET CURRENT ASSETS			51,427	72,466
TOTAL NET ASSETS			<u>52,233</u>	<u>73,871</u>
THE FUNDS OF THE CHARITY:				
Unrestricted Funds		20,423		42,065
Designated Funds	7	31,810		31,806
TOTAL CHARITY FUNDS			<u>52,233</u>	<u>73,871</u>


For the year ending 31st August 2022, 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 05.04.23 and signed on their behalf by:

 HEATHER HATCHER
Trustee

WEST HILL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
YEAR TO 31ST AUGUST 2022

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 2019) – (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 2022 amendments 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 2022

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 2022

4. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 September 2021 & 31 st August 2022	2,396
DEPRECIATION	
At 1 September 2021	991
Charge for year	599
At 31 st August 2022	1,590
NET BOOK VALUE	
At 31 st August 2022	806
At 31 st August 2021	1,405

5. DEBTORS

	2022 £	2021 £
Other Debtors	1,538	1,238
	1,538	1,238

6. CREDITORS: Amounts falling due within one year

	2022 £	2021 £
Other Creditors	806	1,799
Accruals	700	625
	1,506	2,424

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 2022

8. EMPLOYMENT COSTS

Total remuneration for the year amounted to £98,667.

Gross salaries amounted to £92,461. Pension costs totalled £1,667. Employer NIC amounted to £4,539. £4,291 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 8.

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 2022, nor for the year ended 31st August 2021.

10. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year.

WEST HILL PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

YEAR TO 31ST AUGUST 2022

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
INCOME FROM:						
11. Donations						
Early Years Funding and grant	72,484	-	72,484	96,881	-	96,881
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	72,484	-	72,484	96,881	-	96,881
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
12. Charitable activities						
Fees – parents	28,492	-	28,492	18,640	-	18,640
Fees – After School Club	7,575	-	7,575	-	-	-
Fees – toddlers	85	-	85	337	-	337
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	36,152	-	36,152	18,977	-	18,977
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

WEST HILL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
YEAR TO 31ST AUGUST 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
13. EXPENDITURE ON:							
Charitable activities							
Employment costs	8	98,667	-	98,667	91,037	-	91,037
Staff training & other staff costs		1,652	-	1,652	585	-	585
Consumables		2,717	-	2,717	3,921	-	3,921
Licences		108	-	108	207	-	207
Equipment		2,089	-	2,089	2,723	698	3,421
Entertainment/Classes		495	-	495	330	-	330
Educational Support		265	-	265	-	-	-
Rent		7,551	-	7,551	6,819	-	6,819
Insurance		183	-	183	720	-	720
Administration		2,941	-	2,941	5,129	-	5,129
Other expenses		1,505	-	1,505	964	-	964
Gifts to Staff leavers		61	-	61	577	-	577
Outdoor Project		15,680	-	15,680	-	-	-
Accountancy & Independent exam fee		742	-	742	580	-	580
Depreciation		599	-	599	599	-	599
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		135,255	-	135,255	114,191	698	114,889
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

WEST HILL PRE-SCHOOL
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 2022 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

Mark Cronin

Date

18th APRIL
2023