

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020
FOR
COTEN END PRE-SCHOOL**

Harrison Beale & Owen Limited
Chartered Accountants
Highdown House
11 Highdown Road
Leamington Spa
Warwickshire
CV31 1XT

COTEN END PRE-SCHOOL

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COTEN END PRE-SCHOOL

REPORT OF THE TRUSTEES for the year ended 31 August 2020

The trustees present their report with the financial statements of the charity for the year ended 31 August 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The aims of the pre-school are to enhance the development of children under statutory school age. We look to involve families in every child's education, by building on relationships with all members of the family.

The activities planned by the preschool have included the following:

The children continued to visit Coten End School on a regular basis and this does really make the transition to big school a lot easier for many. Miss Sarah continued to do dance lessons with Butterflies and Caterpillars began to have Boogie Beat music and movement sessions once every half term. The road safety team came to talk to butterflies about road safety. We continued to go on walks away from pre-school with parents' support. Butterflies also visited Leamington Library on the train. We invited parents and Grandparents in for various stay and play sessions over the year and we held a raffle at Christmas Time.

Public benefit

We continue to act as a setting and management continue to be mindful of the public benefit guidance produced by the Charity Commission.

Volunteers

We continue to invite volunteers into the setting to share their experiences and knowledge with the children. We also work with the local colleges and high schools to accommodate students working towards their childcare qualifications and allow them to carry out work experience here.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The setting has enabled many children to reach their targeted outcomes within this academic year as they start their time in the formal education system. Those that have not met these targets have had other factors involved in their young lives and we feel we have enabled them to at last have a firm footing in the more formal system.

Fundraising activities

Our fundraising activities have either met our objectives or have achieved higher than our expectations. We have mainly fund raised for our charity this year.

FINANCIAL REVIEW

Results and future developments

The charity made a deficit in the year of £22,011 (2019: surplus of £11,436). Total funds carried forward is £58,981 (2019: £80,992). The charity plans to continue its activities as outlined above subject to satisfactory funding arrangements.

Reserves policy

The charity's unrestricted reserves stand at £58,981 (2019: £80,992). Unrestricted reserves should be at a level sufficient to finance at least three month's supply of its services should other sources of funding fail to materialise.

COTEN END PRE-SCHOOL

REPORT OF THE TRUSTEES for the year ended 31 August 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, PLA constitution, and constitutes an incorporated charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1165286

Principal address

Warwick Space
71 Coten End
Warwick
Warwickshire
CV34 4NU

Trustees

Dianne Morris
Hazel Jones (Chair)
Heather Goodman
Brittany Brandl
Permjit Cheema
Hannah Webber (resigned July 2021)
Sarah McElhill (resigned July 2021)
Cat Jeffcock (resigned July 2021)
Naomi Aldersley
Claire Lowe (appointed September 2020)

Independent Examiner

Harrison Beale & Owen Limited
Chartered Accountants
Highdown House
11 Highdown Road
Leamington Spa
Warwickshire
CV31 1XT

Approved by order of the board of trustees on 29 July 2021 and signed on its behalf by:

.....
Diane Morris - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF COTEN END PRE-SCHOOL

Independent examiner's report to the trustees of Coten End Pre-School

I report to the charity trustees on my examination of the accounts of Coten End Pre-School (the Trust) for the year ended 31 August 2020.

Responsibilities and basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mr Andrew Cartwright FCA
Harrison Beale & Owen Limited
Chartered Accountants
Highdown House
11 Highdown Road
Leamington Spa
Warwickshire
CV31 1XT

Date: 29 July 2021

COTEN END PRE-SCHOOL

**STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 August 2020**

	Notes	2020 Unrestricted fund £	2019 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		143,418	185,792
 EXPENDITURE ON			
Charitable activities			
Charitable activities		165,429	174,356
		<hr/>	<hr/>
NET INCOME/(EXPENDITURE)		(22,011)	11,436
 RECONCILIATION OF FUNDS			
Total funds brought forward		80,992	69,556
		<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD		<u>58,981</u>	<u>80,992</u>

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

COTEN END PRE-SCHOOL

BALANCE SHEET 31 August 2020

		2020 Unrestricted fund £	2019 Total funds £
CURRENT ASSETS	Notes		
Debtors	6	135	1
Cash at bank and in hand		<u>61,135</u>	<u>82,888</u>
		61,270	82,889
CREDITORS			
Amounts falling due within one year	7	<u>(2,289)</u>	<u>(1,897)</u>
NET CURRENT ASSETS		<u>58,981</u>	<u>80,992</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>58,981</u>	<u>80,992</u>
NET ASSETS		<u>58,981</u>	<u>80,992</u>
FUNDS	8		
Unrestricted funds		<u>58,981</u>	<u>80,992</u>
TOTAL FUNDS		<u>58,981</u>	<u>80,992</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 29 July 2021 and were signed on its behalf by:

.....
Trustee

**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2020**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

COTEN END PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 August 2020

2. SUPPORT COSTS

	2020 Charitable activities £	2019 Total activities £
Accountancy and legal fees	<u>210</u>	<u>660</u>

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2020 nor for the year ended 31 August 2019.

Trustees' expenses

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

4. STAFF COSTS

The average monthly number of employees during the year was as follows:

2020	2019
<u>11</u>	<u>12</u>

No employees received emoluments in excess of £60,000.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	185,792
EXPENDITURE ON	
Charitable activities	
Charitable activities	174,356
NET INCOME	11,436
RECONCILIATION OF FUNDS	
Total funds brought forward	69,556
TOTAL FUNDS CARRIED FORWARD	<u>80,992</u>

COTEN END PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 August 2020

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Staff Loans	<u>135</u>	<u>-</u>
	<u><u>135</u></u>	<u><u>1</u></u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Trade creditors	1	1
Taxation and social security	22	-
Other creditors	<u>2,266</u>	<u>1,895</u>
	<u><u>2,289</u></u>	<u><u>1,896</u></u>

8. MOVEMENT IN FUNDS

	At 1.9.19 £	Net movement in funds £	At 31.8.20 £
Unrestricted funds			
General fund	<u>80,992</u>	<u>(22,011)</u>	<u>58,981</u>
TOTAL FUNDS	<u><u>80,992</u></u>	<u><u>(22,011)</u></u>	<u><u>58,981</u></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	<u>143,418</u>	<u>(165,429)</u>	<u>(22,011)</u>
TOTAL FUNDS	<u><u>143,418</u></u>	<u><u>(165,429)</u></u>	<u><u>(22,011)</u></u>

Comparatives for movement in funds

	At 1.9.18 £	Net movement in funds £	At 31.8.19 £
Unrestricted funds			
General fund	<u>69,556</u>	<u>11,436</u>	<u>80,992</u>
TOTAL FUNDS	<u><u>69,556</u></u>	<u><u>11,436</u></u>	<u><u>80,992</u></u>

COTEN END PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 August 2020

8. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	185,792	(174,356)	11,436
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>185,792</u>	<u>(174,356)</u>	<u>11,436</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.9.18 £	Net movement in funds £	At 31.8.20 £
Unrestricted funds			
General fund	69,556	(10,575)	58,981
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>69,556</u>	<u>(10,575)</u>	<u>58,981</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	329,210	(339,785)	(10,575)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>329,210</u>	<u>(339,785)</u>	<u>(10,575)</u>

9. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2020.

COTEN END PRE-SCHOOL

DETAILED STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 August 2020

	2020 £	2019 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Gifts	4	-
Fees - Butterflies	15,016	28,405
Fees - Caterpillars	7,047	18,237
Fundraising	618	937
NEF	99,616	130,706
Other income	216	582
Parties and outgoings	-	164
Registration fees	70	10
Vouchers - Butterflies	3,978	4,260
Vouchers - Caterpillars	3,022	2,390
Interest receivable	83	101
Government Grants	<u>13,748</u>	<u>-</u>
	143,418	185,792
Total incoming resources	143,418	185,792
EXPENDITURE		
Charitable activities		
Wages	116,182	118,084
Social security	1,272	487
Pensions	3,070	2,431
Recruitment costs	230	432
Staff entertainment	1,199	436
Staff training	4,060	1,159
Activity and materials	2,706	1,737
Cleaning	5,359	6,605
Donations	-	260
Equipment	8,258	15,148
Food and milk	303	145
Fundraising expenses	401	61
Insurance	683	655
Parties, outing and gifts	695	1,233
Postage	49	100
Professional fees	1,218	2,104
Rent	7,605	9,120
Repairs and maintenance	1,569	6,852
Software	3,896	140
Stationery and printing	2,436	2,070
Subscriptions	571	307
Sundry	106	69
Telephone and fax	471	526
Administration	818	1,252
Carried forward	163,157	171,413

This page does not form part of the statutory financial statements

COTEN END PRE-SCHOOL

DETAILED STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 August 2020

	2020 £	2019 £
Charitable activities		
Brought forward	163,157	171,413
Advertising and PR	507	1,422
Travel and subsistence	57	17
Staff cover	-	225
Computer equipment	1,336	420
Health and safety	<u>162</u>	<u>199</u>
	165,219	173,696
Support costs		
Governance costs		
Accountancy and legal fees	<u>210</u>	<u>660</u>
Total resources expended	<u>165,429</u>	<u>174,356</u>
Net (expenditure)/income	<u>(22,011)</u>	<u>11,436</u>