

# GUILDHALL FEOFFMENT PRESCHOOL & NURSERY

England & Wales · Charity number 1171627

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2017-02-15

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Ford House  
Shirehall Way  
Bury St Edmunds  
Suffolk  
IP33 2BA

**Phone** 01284705353

**Email** [LEADER@FEOFFMENTPRESCHOOL.ORG](mailto:LEADER@FEOFFMENTPRESCHOOL.ORG)

**Website** [www.feoffmentpreschool.org](http://www.feoffmentpreschool.org)

## Activities

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**Objects:** THE CHARITY WORKS FOR THE PUBLIC BENEFIT HAVING AS ITS OBJECTS THE DEVELOPMENT AND EDUCATION OF CHILDREN AND YOUNG PEOPLE IN PARTICULAR BY:(1) PROMOTING THEIR CARE AND SAFETY;(2) PROMOTING THEIR EDUCATION AND PROMOTING PARENTAL INVOLVEMENT;(3) PROMOTING THEIR HEALTH AND WELLBEING;(4) PROVIDING SERVICES TO SUPPORT THEM AND THEIR FAMILIES AND CARERS;(5) PROVIDING SERVICES TO INDIVIDUALS HOLDING MEMBERSHIP OF THE CIO.

**Activities:** The charity works for the public benefit having as its objects the development and education of children and young people in particular by: (1) promoting their care and safety; (2) promoting their education and promoting parental involvement; (3) promoting their health and wellbeing; (4) providing services to support them and their families and carers;

## Classification

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- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training
- **Who:** Children/young People

## Geography

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- Suffolk

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-08-31	£493,660	£541,623	-	-
2024-08-31	£462,450	£420,125	-	-
2023-08-31	£393,683	£378,289	-	-
2022-08-31	£365,583	£356,781	-	-
2021-08-31	£315,364	£349,760	-	-
2020-08-31	£297,437	£327,168	-	-

## Trustees

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Name	Role	Appointed
<b>SUSAN HERRIOTT</b>	Chair	2016-03-14
Anna Rawlings-Blackmore		2022-11-02
Fon Gerard		2025-11-17
Kathryn Hadley		2025-11-17
Lorna Spillane		2025-11-17
Maureen Nixon		2025-11-17
Millie Frankum		2019-10-10
<b>SIMON HOWES</b>		2016-09-28

**GUILDHALL FEOFFMENT PRESCHOOL & NURSERY**

England & Wales - Charity number 1171627

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# Accounts

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# Knights Lowe

Chartered Accountants & Business Advisers

**Report of the Trustees and**  
**Unaudited Financial Statements**  
**for the Year Ended 31 August 2025**  
**for**  
**Guildhall Feoffment Preschool & Nursery**  
**CIO**

Knights Lowe Chartered Accountants  
Eldo House  
Kempson Way  
Suffolk Business Park  
Bury St Edmunds  
Suffolk  
IP32 7AR



Eldo House, Kempson Way, Suffolk Business Park  
Bury St Edmunds, Suffolk, IP32 7AR

- ✓ 01284 701300
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- ✓ [knightslowe.co.uk](http://knightslowe.co.uk)

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Contents of the Financial Statements**  
**for the Year Ended 31 August 2025**

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**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Report of the Trustees**  
**for the Year Ended 31 August 2025**

The trustees present their report with the financial statements of the charity for the year ended 31 August 2025. 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 aim of the setting is to enhance the development and education of children, primarily for those under statutory school age. Working in partnership with its members, it encourages parents and guardians to understand and provide for the needs of their children. The setting believes that children learn through play and it strives to provide appropriate resources and opportunities for play whilst educating and caring for all its children, whatever their race, culture, religion, means or ability.

To facilitate its aims, the Pre-school and Nursery only employs staff with relevant qualifications and stringently abides with safe recruitment best practice. All staff are encouraged to continue their professional development to ensure continuing excellence.

Each child is appointed a key worker to ensure that their development is closely monitored and recorded. All staff have regular "supervisions" by their manager, ensuring pastoral and safeguarding matters are highlighted. The Nursery works closely with parents and guardians, ensuring that they are informed of activities and of their child's progress. Apart from staff being available before and after sessions, other communication methods include a weekly "newsy" email from the Nursery's Manager, the Nursery's website and noticeboards.

**Public benefit**

The Trustees have considered the Charity Commission's guidance on public benefit, including the guidance "public benefit: running a charity (PB2)". The Pre-school and Nursery relies on grants from the local council and the income from fees to cover its operating costs. Affordability and access to our services is important to us and is reflected in the fees we charge to parents.

**ACHIEVEMENTS AND PERFORMANCE**

**Achievements and performance**

The setting has enjoyed another successful year, and having children from the age of 9 months has helped us maintain our healthy financial position.

The setting has further improved its offering of additional activities, such as forest schools, crafts, music classes and soft play.

As a whole, the setting is currently working towards The Curiosity Approach Accreditation.

The setting currently has 72 children on its register. Funding provided from Suffolk County Council in the school year 2024/25 amounted to £271,206. In addition, fees charged for Pre-school and Nursery attendance not covered by local authority provision in the year amounted to £217,978.

Current staffing is at 16 members of staff, including 3 apprentice.

The financial administration is completed by the Manager and assisted by the Deputy Manager, with support from Knights Lowe, the charity's accountant.

The income of the Pre-school and Nursery is detailed in the Statement of Financial Activities and supporting notes.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its constitution and constitutes a charitable incorporated organisation (CIO). The constitution was re-written in 2017 when the CIO was formed.

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Report of the Trustees**  
**for the Year Ended 31 August 2025**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Charity constitution**

The Pre-school was established in 1990 and registered as an unincorporated charity in 1993. On 31 August 2017 all the assets of the old unincorporated charity were transferred to this CIO.

**Organisational structure**

Membership of the Pre-school and Nursery's Management Committee consists of at least 5 members and not more than 8 members with suitable experience to work alongside the committee to support the Pre-school and Nursery.

The Trustees originally appointed in 2017 will remain in place until they wish to relinquish their post. Any other Committee members/Trustees are required to stand down from their position at the Annual General Meeting; retiring Committee members are eligible for re-election. At the same meeting an election for new members and officers will take place. Guidance on the responsibilities of the Committee is offered in the Pre-school's 'Committee Information Guide'.

As Trustees of the registered charity the Management Committee strives to ensure the Pre-school and Nursery operates in accordance with the policies and constitution of the Pre-School. The Pre-school is registered with OFSTED (registration no. EY546273) and works with Suffolk County Council, striving to provide an outstanding provision.

As a responsible employer the Pre-school and Nursery uses the services of a payroll bureau to ensure compliance with its payroll liabilities; to ensure compliance with employment law it has appointed and seeks advice from a Human Resources consultant (Red Wing).

The Pre-school and nursery is registered with the Information Commissioner's Office to ensure awareness and compliance with Data Protection legislation.

**Treatment of assets and surplus funds on a winding-up**

In the event of the dissolution of the Management Committee, the Pre-school and Nursery's assets and surplus funds would pass to other charitable purposes the same as, or similar to, those of the CIO.

**Risk management**

The Management Committee have examined the major strategic and operational risks which the Pre-school and Nursery faces and confirm that systems have been established to mitigate these risks.

The Pre-school and Nursery insures through a specialised childcare broker, Morton Michel. The current policy is with Stirling and includes Public Liability cover up to £10 million, Employer's Liability cover up to £10 million, Directors and Officers' Liability cover up to £50,000 and Loss of Gross Revenue cover up to £500,000.

The Trustees consider that unrestricted reserves of not less than £100,000 should be retained to ensure that the Pre-school and Nursery is able to fund ongoing revenue costs, principally staff wages, should there be a delay or significant reduction in revenue, or to meet financial liabilities including statutory redundancy and notice payments to staff in the event of the Pre-school having to close without notice. This is reviewed annually.

The Pre-school and Nursery constantly reviews its financial position, presenting a full financial report at each Committee meeting. The financial records are held securely on site, available for inspection by the Management Committee and officers representing official bodies such as OFSTED and HM Revenue & Customs.

A qualified accountant is appointed as an Independent Examiner to review the accounting records at the end of each financial period, assist in the presentation of accounts in accordance with relevant legislation and report back to the Management Committee on any recommendations arising from the review.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1171627

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Report of the Trustees**  
**for the Year Ended 31 August 2025**

**Principal address**

Ford House  
Shirehall Way  
Bury St Edmunds  
Suffolk  
IP33 2BA

**Trustees**

S Howes  
Mrs S Herriott  
Ms M Frankum  
Ms S Dargan  
A Rawlings-Blackmore  
C Shannon  
Miss S Tamaro

**Independent Examiner**

Kirk Vaughan  
Knights Lowe Chartered Accountants  
Eldo House  
Kempson Way  
Suffolk Business Park  
Bury St Edmunds  
Suffolk  
IP32 7AR

Approved by order of the board of trustees on 21.4.2026..... and signed on its behalf by:

*S. S. Herriott*

.....  
Mrs S Herriott - Trustee

**Independent Examiner's Report to the Trustees of  
Guildhall Feoffment Preschool & Nursery  
CIO**

**Independent examiner's report to the trustees of Guildhall Feoffment Preschool & Nursery CIO**

I report to the charity trustees on my examination of the accounts of Guildhall Feoffment Preschool & Nursery CIO (the Trust) for the year ended 31 August 2025.

**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**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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.

Kirk Vaughan

Knights Lowe Chartered Accountants  
Eldo House  
Kempson Way  
Suffolk Business Park  
Bury St Edmunds  
Suffolk  
IP32 7AR

Date: .....

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Statement of Financial Activities**  
**for the Year Ended 31 August 2025**

	Notes	<b>2025</b> <b>Unrestricted</b> <b>fund</b> <b>£</b>	2024 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		<b>2,679</b>	1,563
<b>Charitable activities</b>			
Educational activities		<b>271,206</b>	162,860
Fee income	2	<b>217,978</b>	295,772
Investment income	3	<b>1,797</b>	2,255
<b>Total</b>		<b>493,660</b>	462,450
 <b>EXPENDITURE ON</b>			
Raising funds		<b>346,569</b>	270,354
<b>Charitable activities</b>			
Educational activities		<b>195,054</b>	149,771
<b>Total</b>		<b>541,623</b>	420,125
 <b>NET INCOME/(EXPENDITURE)</b>		 <b>(47,963)</b>	 42,325
 <b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		<b>184,451</b>	142,126
 <b>TOTAL FUNDS CARRIED FORWARD</b>		 <b>136,488</b>	 184,451

The notes form part of these financial statements

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Balance Sheet**  
**31 August 2025**

	Notes	2025 Unrestricted fund £	2024 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	8	16,360	7,428
<b>CURRENT ASSETS</b>			
Debtors	9	2,839	2,200
Cash at bank and in hand		<u>132,279</u>	<u>189,326</u>
		<b>135,118</b>	<b>191,526</b>
<b>CREDITORS</b>			
Amounts falling due within one year	10	<u>(14,990)</u>	<u>(14,503)</u>
		<b>120,128</b>	<b>177,023</b>
<b>NET CURRENT ASSETS</b>		<u>120,128</u>	<u>177,023</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>136,488</u>	<u>184,451</u>
<b>NET ASSETS</b>		<u>136,488</u>	<u>184,451</u>
<b>FUNDS</b>			
Unrestricted funds	11	<u>136,488</u>	<u>184,451</u>
<b>TOTAL FUNDS</b>		<u>136,488</u>	<u>184,451</u>

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



.....  
S Howes - Trustee



.....  
S Herriott - Trustee

The notes form part of these financial statements

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Notes to the Financial Statements**  
**for the Year Ended 31 August 2025**

**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.

The presentational currency of these financial statements is pounds Sterling, rounding to whole pounds.

**Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows;
- the requirement of paragraph 3.17(d);
- the requirements of paragraphs 11.42, 11.44, 11.45, 11.47, 11.48(a)(iii), 11.48(a)(iv), 11.48(b) and 11.48(c);
- the requirements of paragraphs 12.26, 12.27, 12.29(a), 12.29(b) and 12.29A;
- the requirement of paragraph 33.7.

**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.

**Debtors and creditors due within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property	- 5 years straight line
Play equipment	- 3 years straight line
Furniture and fixtures	- 3 years straight line
Office equipment	- 3 years straight line

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

**Unrestricted funds**

Unrestricted funds are spent or applied at the discretion of the trustees. to further any of the charity's purposes. Unrestricted funds can be used to supplement expenditure made from restricted funds.

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 August 2025**

**1. ACCOUNTING POLICIES - continued**

**Fund accounting**

Designated funds

The trustees may choose to set aside a part of the unrestricted funds to be used for a particular future project or commitment. By earmarking funds in this way, the trustees set up a designated fund that remains part of the unrestricted funds of the charity. This is because the designation has an administrative purpose only and does not legally restrict the trustees discretion in how to apply the unrestricted funds that they have earmarked.

Restricted funds

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.

Guildhall Feoffment Preschool & Nursery CIO has no restricted or designated funds.

**Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

**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.

**2. FEE INCOME**

	<b>2025</b>	2024
	<b>£</b>	£
Fee income	<b>217,130</b>	295,413
Staff lunch contributions	<b>848</b>	359
	<b>217,978</b>	295,772

**3. INVESTMENT INCOME**

	<b>2025</b>	2024
	<b>£</b>	£
Deposit account interest	<b>1,797</b>	2,255

**4. INDEPENDENT EXAMINATION FEES**

	<b>2025</b>	2024
	<b>£</b>	£
Independent examination fee	<b>1,235</b>	1,235
Other fees	<b>1,705</b>	1,687
Payroll processing fees	<b>1,742</b>	1,609
	<b>4,682</b>	4,531

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 August 2025**

**5. TRUSTEES' REMUNERATION AND BENEFITS**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Trustees' salaries	<b>64,387</b>	49,918
Trustees' social security	<b>7,125</b>	4,796
Trustees' pensions paid	<b>2,595</b>	1,632
	<u><b>74,107</b></u>	<u>56,346</u>

M Frankum was paid £31,385 in total for her role as Assistant Manager. This includes a gross salary of £30,188 and employers pension contributions of £1,197.

C Shannon was paid £35,596 in total for her role as Manager. This includes a gross salary of £34,199 and employers pension contributions of £1,398.

**6. STAFF COSTS**

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

	<b>2025</b>	<b>2024</b>
Pre-school & nursery staff	<b>18</b>	17
	<u><b>18</b></u>	<u>17</u>

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

**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	1,563
<b>Charitable activities</b>	
Educational activities	162,860
Fee income	295,772
Investment income	2,255
<b>Total</b>	<u>462,450</u>
<b>EXPENDITURE ON</b>	
Raising funds	270,354
<b>Charitable activities</b>	
Educational activities	149,771
<b>Total</b>	<u>420,125</u>
<b>NET INCOME</b>	42,325

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 August 2025**

**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted fund £
<b>RECONCILIATION OF FUNDS</b>	
Total funds brought forward	142,126
	184,451
<b>TOTAL FUNDS CARRIED FORWARD</b>	184,451

**8. TANGIBLE FIXED ASSETS**

	Improvements to property £	Play equipment £	Furniture and fixtures £	Office equipment £	Totals £
<b>COST</b>					
At 1 September 2024	40,313	23,275	9,918	3,898	77,404
Additions	-	7,730	2,743	2,660	13,133
	40,313	31,005	12,661	6,558	90,537
<b>DEPRECIATION</b>					
At 1 September 2024	35,057	21,548	9,918	3,453	69,976
Charge for year	1,862	1,386	421	532	4,201
	36,919	22,934	10,339	3,985	74,177
<b>NET BOOK VALUE</b>					
At 31 August 2025	3,394	8,071	2,322	2,573	16,360
At 31 August 2024	5,256	1,727	-	445	7,428

**9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2025 £	2024 £
Prepayments and accrued income	2,839	2,200

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 August 2025**

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Trade creditors	<b>132</b>	-
Taxation and social security	<b>6,744</b>	4,276
Other creditors	<b>8,114</b>	10,227
	<u><b>14,990</b></u>	<u>14,503</u>

Other creditors includes deferred income as below:

	2024	Released in the year	Deferred	<b>2025</b>
Fees	6,112	(6,112)	3,417	<b>3,417</b>
Grant	-	-	-	-
	<u>6,112</u>	<u>(6,112)</u>	<u>3,417</u>	<u><b>3,417</b></u>

**11. MOVEMENT IN FUNDS**

	At 1.9.24 £	Net movement in funds £	At 31.8.25 £
<b>Unrestricted funds</b>			
General fund	<b>184,451</b>	<b>(47,963)</b>	<b>136,488</b>
	<u>184,451</u>	<u>(47,963)</u>	<u>136,488</u>
<b>TOTAL FUNDS</b>	<u><b>184,451</b></u>	<u><b>(47,963)</b></u>	<u><b>136,488</b></u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	<b>493,660</b>	<b>(541,623)</b>	<b>(47,963)</b>
	<u>493,660</u>	<u>(541,623)</u>	<u>(47,963)</u>
<b>TOTAL FUNDS</b>	<u><b>493,660</b></u>	<u><b>(541,623)</b></u>	<u><b>(47,963)</b></u>

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 August 2025**

**11. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1.9.23 £	Net movement in funds £	At 31.8.24 £
<b>Unrestricted funds</b>			
General fund	142,126	42,325	184,451
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>142,126</u>	<u>42,325</u>	<u>184,451</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	462,450	(420,125)	42,325
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>462,450</u>	<u>(420,125)</u>	<u>42,325</u>

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

	At 1.9.23 £	Net movement in funds £	At 31.8.25 £
<b>Unrestricted funds</b>			
General fund	142,126	(5,638)	136,488
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>142,126</u>	<u>(5,638)</u>	<u>136,488</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 £
<b>Unrestricted funds</b>			
General fund	956,110	(961,748)	(5,638)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>956,110</u>	<u>(961,748)</u>	<u>(5,638)</u>

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 August 2025**

**12. EMPLOYEE BENEFIT OBLIGATIONS**

The charity operates a defined contribution scheme for its employees. The amount recognised in the Statement of Financial Activities totalled £7,179 (2024: £6,006). £1,697 (2024: £1,235) was included in creditors relating to pension contributions not paid at the year end.

**13. RELATED PARTY DISCLOSURES**

The charity received from trustees, fee and other income of £2,906 (2024: £13,981) at normal rates in respect of the children of trustees that attended the setting during the year.

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Detailed Statement of Financial Activities**  
**for the Year Ended 31 August 2025**

	2025 £	2024 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Fundraising	2,679	1,563
<b>Fee income</b>		
Fee income	217,130	295,413
Staff lunch contributions	848	359
	217,978	295,772
<b>Investment income</b>		
Deposit account interest	1,797	2,255
<b>Charitable activities</b>		
Grants	271,206	162,860
	493,660	462,450
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Wages	326,309	256,196
Social security	13,081	8,152
Pensions	7,179	6,006
	346,569	270,354
<b>Charitable activities</b>		
Trustees' salaries	64,387	49,918
Trustees' social security	7,125	4,796
Trustees' pensions paid	2,595	1,632
Hire of equipment	2,394	2,601
Rent	9,229	7,689
Rates and water	5,536	5,793
Insurance	3,123	2,421
Light and heat	7,768	11,393
Telephone & internet	5,483	3,689
Postage and stationery	695	450
Advertising	-	400
Sundry expenses	7,495	2,896
School lunches & groceries	13,285	11,412
Payroll bureau charges	1,742	1,609
Staff recruitment & HR	-	350
Staff training & course fees	1,632	4,696
Carried forward	132,489	111,745

This page does not form part of the statutory financial statements

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Detailed Statement of Financial Activities**  
**for the Year Ended 31 August 2025**

	2025	2024
	£	£
<b>Charitable activities</b>		
Brought forward	<b>132,489</b>	111,745
Cleaning & property maintenance	<b>35,999</b>	18,804
Health & safety	<b>270</b>	234
Kitchen equipment	<b>651</b>	746
Outside garden area	<b>962</b>	59
Computer expenses & website	<b>807</b>	2,474
Office fixtures & furniture	<b>119</b>	45
DBS checks	<b>403</b>	97
Subscriptions	<b>801</b>	661
Childrens' activities	<b>13,061</b>	5,996
Equipment & books	<b>360</b>	593
Speech therapist	<b>1,990</b>	1,368
Depn of plant & equipment etc.	<b>4,202</b>	4,027
	<hr/> <b>192,114</b>	<hr/> 146,849
 <b>Support costs</b>		
 <b>Governance costs</b>		
Independent examination fee	<b>1,235</b>	1,235
Independent examiner's remuneration for other work	<b>1,705</b>	1,687
	<hr/> <b>2,940</b>	<hr/> 2,922
 Total resources expended	 <hr/> <b>541,623</b>	 <hr/> 420,125
 <b>Net (expenditure)/income</b>	 <hr/> <b>(47,963)</b> <hr/>	 <hr/> 42,325 <hr/>

**GUILDHALL FEOFFMENT PRESCHOOL & NURSERY**

England & Wales - Charity number 1171627

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# Accounts

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REGISTERED CHARITY NUMBER: 1171627

**Report of the Trustees and**  
**Unaudited Financial Statements**  
**for the Year Ended 31 August 2024**  
**for**  
**Guildhall Feoffment Preschool & Nursery**  
**CIO**

Knights Lowe Chartered Accountants  
Eldo House  
Kempson Way  
Suffolk Business Park  
Bury St Edmunds  
Suffolk  
IP32 7AR

**Guildhall Feoffment Preschool & Nursery  
CIO**

**Contents of the Financial Statements  
for the Year Ended 31 August 2024**

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**Guildhall Feoffment Preschool & Nursery**

**CIO**

**Report of the Trustees**  
**for the Year Ended 31 August 2024**

The trustees present their report with the financial statements of the charity for the year ended 31 August 2024. 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 aim of the setting is to enhance the development and education of children, primarily for those under statutory school age. Working in partnership with its members, it encourages parents and guardians to understand and provide for the needs of their children. The setting believes that children learn through play and it strives to provide appropriate resources and opportunities for play whilst educating and caring for all its children, whatever their race, culture, religion, means or ability.

To facilitate its aims, the Pre-school and Nursery only employs staff with relevant qualifications and stringently abides with safe recruitment best practice. All staff are encouraged to continue their professional development to ensure continuing excellence.

Each child is appointed a key worker to ensure that their development is closely monitored and recorded. All staff have regular "supervisions" by their manager, ensuring pastoral and safeguarding matters are highlighted. The Nursery works closely with parents and guardians, ensuring that they are informed of activities and of their child's progress. Apart from staff being available before and after sessions, other communication methods include a weekly "newsy" email from the Nursery's Manager, the Nursery's website and noticeboards.

**Public benefit**

The Trustees have considered the Charity Commission's guidance on public benefit, including the guidance "public benefit: running a charity (PB2)". The Pre-school and Nursery relies on grants from the local council and the income from fees to cover its operating costs. Affordability and access to our services is important to us and is reflected in the fees we charge to parents.

**ACHIEVEMENT AND PERFORMANCE**

**Achievements and performance**

The setting has enjoyed another successful year, and having children from the age of 9 months has helped us maintain our healthy financial position.

The setting has further improved its offering of additional activities, such as forest schools, crafts, music classes and soft play.

As a whole, the setting is currently working towards The Curiosity Approach Accreditation.

The setting currently has 49 children on its register. Funding provided from Suffolk County Council in the school year 2023/24 amounted to £162,860. In addition, fees charged for Pre-school and Nursery attendance not covered by local authority provision in the year amounted to £295,772.

Current staffing is at 16 members of staff, including 3 apprentice.

The financial administration is completed by the Manager and assisted by the Deputy Manager, with support from Knights Lowe, the charity's accountant.

The income of the Pre-school and Nursery is detailed in the Statement of Financial Activities and supporting notes.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its constitution and constitutes a charitable incorporated organisation (CIO). The constitution was re-written in 2017 when the CIO was formed.

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Report of the Trustees**  
**for the Year Ended 31 August 2024**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Charity constitution**

The Pre-school was established in 1990 and registered as an unincorporated charity in 1993. On 31 August 2017 all the assets of the old unincorporated charity were transferred to this CIO.

**Organisational structure**

Membership of the Pre-school and Nursery's Management Committee consists of at least 5 members and not more than 8 members with suitable experience to work alongside the committee to support the Pre-school and Nursery.

The Trustees originally appointed in 2017 will remain in place until they wish to relinquish their post. Any other Committee members/Trustees are required to stand down from their position at the Annual General Meeting; retiring Committee members are eligible for re-election. At the same meeting an election for new members and officers will take place. Guidance on the responsibilities of the Committee is offered in the Pre-school's 'Committee Information Guide'.

As Trustees of the registered charity the Management Committee strives to ensure the Pre-school and Nursery operates in accordance with the policies and constitution of the Pre-School. The Pre-school is registered with OFSTED (registration no. EY546273) and works with Suffolk County Council, striving to provide an outstanding provision.

As a responsible employer the Pre-school and Nursery uses the services of a payroll bureau to ensure compliance with its payroll liabilities; to ensure compliance with employment law it has appointed and seeks advice from a Human Resources consultant (Red Wing).

The Pre-school and nursery is registered with the Information Commissioner's Office to ensure awareness and compliance with Data Protection legislation.

**Treatment of assets and surplus funds on a winding-up**

In the event of the dissolution of the Management Committee, the Pre-school and Nursery's assets and surplus funds would pass to other charitable purposes the same as, or similar to, those of the CIO.

**Risk management**

The Management Committee have examined the major strategic and operational risks which the Pre-school and Nursery faces and confirm that systems have been established to mitigate these risks.

The Pre-school and Nursery insures through a specialised childcare broker, Morton Michel. The current policy is with Stirling and includes Public Liability cover up to £10 million, Employer's Liability cover up to £10 million, Directors and Officers' Liability cover up to £50,000 and Loss of Revenue cover up to £327,000.

The Trustees consider that unrestricted reserves of not less than £100,000 should be retained to ensure that the Pre-school and Nursery is able to fund ongoing revenue costs, principally staff wages, should there be a delay or significant reduction in revenue, or to meet financial liabilities including statutory redundancy and notice payments to staff in the event of the Pre-school having to close without notice. This is reviewed annually.

The Pre-school and Nursery constantly reviews its financial position, presenting a full financial report at each Committee meeting. The financial records are held securely on site, available for inspection by the Management Committee and officers representing official bodies such as OFSTED and HM Revenue & Customs.

A qualified accountant is appointed as an Independent Examiner to review the accounting records at the end of each financial period, assist in the presentation of accounts in accordance with relevant legislation and report back to the Management Committee on any recommendations arising from the review.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1171627

**Guildhall Feoffment Preschool & Nursery  
CIO**

**Report of the Trustees  
for the Year Ended 31 August 2024**

**Principal address**

Ford House  
Shirehall Way  
Bury St Edmunds  
Suffolk  
IP33 2BA

**Trustees**

S Howes  
Mrs T Bucher (resigned 30.9.23)  
Mrs S Herriott  
Ms M Frankum  
Ms S Dargan  
A Rawlings-Blackmore  
C Shannon (appointed 1.1.24)  
Miss S Tamaro (appointed 1.11.23)

**Independent Examiner**

Kirk Vaughan  
Knights Lowe Chartered Accountants  
Eldo House  
Kempson Way  
Suffolk Business Park  
Bury St Edmunds  
Suffolk  
IP32 7AR

Approved by order of the board of trustees on 25 November 2024 and signed on its behalf by:



Mrs S Herriott - Trustee

**Independent Examiner's Report to the Trustees of  
Guildhall Feoffment Preschool & Nursery  
CIO**

**Independent examiner's report to the trustees of Guildhall Feoffment Preschool & Nursery CIO**

I report to the charity trustees on my examination of the accounts of Guildhall Feoffment Preschool & Nursery CIO (the Trust) for the year ended 31 August 2024.

**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**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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.

Kirk Vaughan

Knights Lowe Chartered Accountants  
Eldo House  
Kempson Way  
Suffolk Business Park  
Bury St Edmunds  
Suffolk  
IP32 7AR

25 November 2024

**Guildhall Feoffment Preschool & Nursery  
CIO**

**Statement of Financial Activities  
for the Year Ended 31 August 2024**

	Notes	2024 Unrestricted fund £	2023 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		1,563	579
<b>Charitable activities</b>			
Educational activities		162,860	109,108
Fee income	2	295,772	282,919
Investment income	3	2,255	1,077
<b>Total</b>		<u>462,450</u>	<u>393,683</u>
<b>EXPENDITURE ON</b>			
Raising funds		270,354	235,061
<b>Charitable activities</b>			
Educational activities		149,771	143,228
<b>Total</b>		<u>420,125</u>	<u>378,289</u>
<b>NET INCOME</b>		42,325	15,394
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		142,126	126,732
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>184,451</u></u>	<u><u>142,126</u></u>

The notes form part of these financial statements

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Balance Sheet**  
**31 August 2024**

	Notes	2024 Unrestricted fund £	2023 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	8	7,428	10,800
<b>CURRENT ASSETS</b>			
Debtors	9	2,200	2,493
Cash at bank and in hand		<b>189,326</b>	152,682
		<b>191,526</b>	155,175
<b>CREDITORS</b>			
Amounts falling due within one year	10	<b>(14,503)</b>	(23,849)
<b>NET CURRENT ASSETS</b>		<b>177,023</b>	131,326
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>184,451</b>	142,126
<b>NET ASSETS</b>		<b>184,451</b>	142,126
<b>FUNDS</b>			
Unrestricted funds	11	<b>184,451</b>	142,126
<b>TOTAL FUNDS</b>		<b>184,451</b>	142,126

The financial statements were approved by the Board of Trustees and authorised for issue on 25 November 2024 and were signed on its behalf by:



S Howes - Trustee



C Shannon - Trustee

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Notes to the Financial Statements**  
**for the Year Ended 31 August 2024**

**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.

The presentational currency of these financial statements is pounds Sterling, rounding to whole pounds.

**Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows;
- the requirement of paragraph 3.17(d);
- the requirements of paragraphs 11.42, 11.44, 11.45, 11.47, 11.48(a)(iii), 11.48(a)(iv), 11.48(b) and 11.48(c);
- the requirements of paragraphs 12.26, 12.27, 12.29(a), 12.29(b) and 12.29A;
- the requirement of paragraph 33.7.

**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.

**Debtors and creditors due within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property	- 5 years straight line
Play equipment	- 3 years straight line
Furniture and fixtures	- 3 years straight line
Office equipment	- 3 years straight line

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

**Unrestricted funds**

Unrestricted funds are spent or applied at the discretion of the trustees, to further any of the charity's purposes. Unrestricted funds can be used to supplement expenditure made from restricted funds.

**Guildhall Feoffment Preschool & Nursery**  
CIO

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 August 2024**

**1. ACCOUNTING POLICIES - continued**

**Fund accounting**

Designated funds

The trustees may choose to set aside a part of the unrestricted funds to be used for a particular future project or commitment. By earmarking funds in this way, the trustees set up a designated fund that remains part of the unrestricted funds of the charity. This is because the designation has an administrative purpose only and does not legally restrict the trustees discretion in how to apply the unrestricted funds that they have earmarked.

Restricted funds

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.

Guildhall Feoffment Preschool & Nursery CIO has no restricted or designated funds.

**Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

**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.

**2. FEE INCOME**

	2024	2023
	£	£
Fee income	295,413	282,699
Staff lunch contributions	359	220
	295,772	282,919

**3. INVESTMENT INCOME**

	2024	2023
	£	£
Deposit account interest	2,255	1,077
	2,255	1,077

**4. INDEPENDENT EXAMINATION FEES**

	2024	2023
	£	£
Independent examination fee	1,235	1,235
Other fees	1,687	1,465
Payroll processing fees	1,865	1,905
	4,787	4,605

**Guildhall Feoffment Preschool & Nursery  
CIO**

**Notes to the Financial Statements - continued  
for the Year Ended 31 August 2024**

**5. TRUSTEES' REMUNERATION AND BENEFITS**

	2024	2023
	£	£
Trustees' salaries	49,918	59,938
Trustees' social security	4,796	5,853
Trustees' pensions paid	1,632	2,373
	<b>56,346</b>	<b>68,164</b>

M Frankum was paid £31,131 for her role as Assistant Manager.

C Shannon was paid £25,215 for her role as Manager.

**6. STAFF COSTS**

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

	2024	2023
Pre-school & nursery staff	17	17

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

**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	579
<b>Charitable activities</b>	
Educational activities	109,108
Fee income	282,919
Investment income	1,077
<b>Total</b>	<b>393,683</b>
<b>EXPENDITURE ON</b>	
Raising funds	235,061
<b>Charitable activities</b>	
Educational activities	143,228
<b>Total</b>	<b>378,289</b>
<b>NET INCOME</b>	<b>15,394</b>
<b>RECONCILIATION OF FUNDS</b>	
Total funds brought forward	126,732

**Guildhall Feoffment Preschool & Nursery**  
CIO

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 August 2024**

**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted fund £
<b>TOTAL FUNDS CARRIED FORWARD</b>	142,126

**8. TANGIBLE FIXED ASSETS**

	Improvements to property £	Play equipment £	Furniture and fixtures £	Office equipment £	Totals £
<b>COST</b>					
At 1 September 2023	40,313	22,619	9,918	3,898	76,748
Additions	-	656	-	-	656
At 31 August 2024	40,313	23,275	9,918	3,898	77,404
<b>DEPRECIATION</b>					
At 1 September 2023	32,601	20,304	9,837	3,206	65,948
Charge for year	2,456	1,244	81	247	4,028
At 31 August 2024	35,057	21,548	9,918	3,453	69,976
<b>NET BOOK VALUE</b>					
At 31 August 2024	5,256	1,727	-	445	7,428
At 31 August 2023	7,712	2,315	81	692	10,800

**9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2024	2023
	£	£
Prepayments and accrued income	2,200	2,493

**Guildhall Feoffment Preschool & Nursery  
CIO**

**Notes to the Financial Statements - continued  
for the Year Ended 31 August 2024**

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2024	2023
	£	£
Trade creditors	-	116
Taxation and social security	4,276	4,197
Other creditors	10,227	19,536
	<b>14,503</b>	<b>23,849</b>

Other creditors includes deferred income as below:

	2023	Released in the year	Deferred	2024
Fees	15,354	(15,354)	6,112	6,112
Grant	-	-	-	-
	<b>15,354</b>	<b>(34,211)</b>	<b>10,258</b>	<b>6,112</b>

**11. MOVEMENT IN FUNDS**

	At 1.9.23	Net movement in funds	At 31.8.24
	£	£	£
<b>Unrestricted funds</b>			
General fund	142,126	42,325	184,451
<b>TOTAL FUNDS</b>	<b>142,126</b>	<b>42,325</b>	<b>184,451</b>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	462,450	(420,125)	42,325
<b>TOTAL FUNDS</b>	<b>462,450</b>	<b>(420,125)</b>	<b>42,325</b>

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 August 2024**

**11. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1.9.22 £	Net movement in funds £	At 31.8.23 £
<b>Unrestricted funds</b>			
General fund	126,732	15,394	142,126
<b>TOTAL FUNDS</b>	<u>126,732</u>	<u>15,394</u>	<u>142,126</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	393,683	(378,289)	15,394
<b>TOTAL FUNDS</b>	<u>393,683</u>	<u>(378,289)</u>	<u>15,394</u>

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

	At 1.9.22 £	Net movement in funds £	At 31.8.24 £
<b>Unrestricted funds</b>			
General fund	126,732	57,719	184,451
<b>TOTAL FUNDS</b>	<u>126,732</u>	<u>57,719</u>	<u>184,451</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 £
<b>Unrestricted funds</b>			
General fund	856,133	(798,414)	57,719
<b>TOTAL FUNDS</b>	<u>856,133</u>	<u>(798,414)</u>	<u>57,719</u>

**Guildhall Feoffment Preschool & Nursery  
CIO**

**Notes to the Financial Statements - continued  
for the Year Ended 31 August 2024**

**12. EMPLOYEE BENEFIT OBLIGATIONS**

The charity operates a defined contribution scheme for its employees. The amount recognised in the Statement of Financial Activities totalled £6,583 (2023: £5,051). £1,235 (2023: £1,334) was included in creditors relating to pension contributions not paid at the year end.

**13. RELATED PARTY DISCLOSURES**

The charity received from trustees, fee and other income of £13,981 (2023: £10,442) at normal rates in respect of the children of trustees that attended the setting during the year.

**Guildhall Feoffment Preschool & Nursery  
CIO**

**Detailed Statement of Financial Activities  
for the Year Ended 31 August 2024**

	2024 £	2023 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Fundraising	1,563	579
<b>Fee income</b>		
Fee income	295,113	282,699
Staff lunch contributions	359	220
	<b>295,772</b>	<b>282,919</b>
<b>Investment income</b>		
Deposit account interest	2,255	1,077
<b>Charitable activities</b>		
Grants	162,860	109,108
<b>Total incoming resources</b>	<b>462,450</b>	<b>393,683</b>
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Wages	256,196	224,534
Social security	8,152	5,476
Pensions	6,006	5,051
	<b>270,354</b>	<b>235,061</b>
<b>Charitable activities</b>		
Trustees' salaries	49,918	59,938
Trustees' social security	4,796	5,853
Trustees' pensions paid	1,632	2,373
Hire of equipment	2,601	2,291
Rent	7,689	6,360
Rates and water	5,793	3,275
Insurance	2,421	2,248
Light and heat	11,393	7,925
Telephone & internet	3,689	3,421
Postage and stationery	450	286
Advertising	400	-
Sundry expenses	2,896	3,121
School lunches & groceries	11,412	9,958
Payroll bureau charges	1,609	1,801
Staff recruitment & HR	350	251
Staff training & course fees	4,696	1,920
Carried forward	<b>111,745</b>	<b>111,021</b>

This page does not form part of the statutory financial statements

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Detailed Statement of Financial Activities**  
**for the Year Ended 31 August 2024**

	2024	2023
	£	£
<b>Charitable activities</b>		
Brought forward	111,745	111,021
Cleaning & property maintenance	18,804	15,162
Health & safety	234	-
Kitchen equipment	746	148
Outside garden area	59	28
Computer expenses & website	2,474	700
Office fixtures & furniture	45	557
DBS checks	97	291
Subscriptions	661	335
Childrens' activities	5,996	3,421
Equipment & books	593	377
Speech therapist	1,368	489
Depn of plant & equipment etc.	4,027	7,999
	<u>146,849</u>	<u>140,528</u>
<b>Support costs</b>		
<b>Governance costs</b>		
Independent examination fee	1,235	1,235
Independent examiner's remuneration for other work	1,687	1,465
	<u>2,922</u>	<u>2,700</u>
Total resources expended	<u>420,125</u>	<u>378,289</u>
<b>Net income</b>	<u>42,325</u>	<u>15,394</u>

This page does not form part of the statutory financial statements



**GUILDHALL FEOFFMENT PRESCHOOL & NURSERY**

England & Wales - Charity number 1171627

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# Accounts

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REGISTERED CHARITY NUMBER: 1171627

# Knights Lowe

Chartered Accountants & Business Advisers

**Report of the Trustees and**

**Unaudited Financial Statements**

**for the Year Ended 31 August 2023**

**for**

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

Knights Lowe Chartered Accountants  
Eldo House  
Kempson Way  
Suffolk Business Park  
Bury St Edmunds  
Suffolk  
IP32 7AR



Eldo House, Kempson Way, Suffolk Business Park  
Bury St Edmunds, Suffolk, IP32 7AR

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knightslowe.co.uk

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Contents of the Financial Statements**  
**for the Year Ended 31 August 2023**

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**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Report of the Trustees**  
**for the Year Ended 31 August 2023**

The trustees present their report with the financial statements of the charity for the year ended 31 August 2023. 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 aim of the setting is to enhance the development and education of children, primarily for those under statutory school age. Working in partnership with its members, it encourages parents and guardians to understand and provide for the needs of their children. The setting believes that children learn through play and it strives to provide appropriate resources and opportunities for play whilst educating and caring for all its children, whatever their race, culture, religion, means or ability.

To facilitate its aims, the Pre-school and Nursery only employs staff with relevant qualifications and stringently abides with safe recruitment best practice. All staff are encouraged to continue their professional development to ensure continuing excellence.

Each child is appointed a key worker to ensure that their development is closely monitored and recorded. All staff have regular "supervisions" by their manager, ensuring pastoral and safeguarding matters are highlighted. The Nursery works closely with parents and guardians, ensuring that they are informed of activities and of their child's progress. Apart from staff being available before and after sessions, other communication methods include a weekly "newsy" email from the Nursery's Manager, the Nursery's website and noticeboards.

**Public benefit**

The Trustees have considered the Charity Commission's guidance on public benefit, including the guidance "public benefit: running a charity (PB2)". The Pre-school and Nursery relies on grants from the local council and the income from fees to cover its operating costs. Affordability and access to our services is important to us and is reflected in the fees we charge to parents.

**ACHIEVEMENT AND PERFORMANCE**

**Achievements and performance**

The setting has enjoyed another successful year, and having children from the age of 9 months has helped us maintain our healthy financial position.

The setting has further improved its offering of additional activities, such as forest schools, crafts, music classes and soft play, as well as extra events as part of the Jubilee celebrations.

The setting currently has 60 children on its register. Funding provided from Suffolk County Council in the school year 2022/23 amounted to £109,108. In addition, fees charged for Pre-school and Nursery attendance not covered by local authority provision in the year amounted to £282,699.

Current staffing is at 17 members of staff, including 6 apprentice.

The financial administration is completed by the Manager, assisted by the Deputy Manager and Room Leader, with support from Knights Lowe, the charity's accountant.

The income of the Pre-school and Nursery is detailed in the Statement of Financial Activities and supporting notes.

**FINANCIAL REVIEW**

**Going concern**

The effects of the global COVID-19 pandemic have been carefully considered when preparing these financial statements. These financial statements continue to be prepared on a going concern basis as the trustees are confident that the Pre-school and Nursery are in a strong financial position to continue going forward.

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Report of the Trustees**  
**for the Year Ended 31 August 2023**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its constitution and constitutes a charitable incorporated organisation (CIO). The constitution was re-written in 2017 when the CIO was formed.

**Charity constitution**

The Pre-school was established in 1990 and registered as an unincorporated charity in 1993. On 31 August 2017 all the assets of the old unincorporated charity were transferred to this CIO.

**Organisational structure**

Membership of the Pre-school and Nursery's Management Committee consists of at least 5 members and not more than 8 members with suitable experience to work alongside the committee to support the Pre-school and Nursery.

The Trustees originally appointed in 2017 will remain in place until they wish to relinquish their post. Any other Committee members/Trustees are required to stand down from their position at the Annual General Meeting; retiring Committee members are eligible for re-election. At the same meeting an election for new members and officers will take place. Guidance on the responsibilities of the Committee is offered in the Pre-school's 'Committee Information Guide'.

As Trustees of the registered charity the Management Committee strives to ensure the Pre-school and Nursery operates in accordance with the policies and constitution of the Pre-School. The Pre-school is registered with OFSTED (registration no. EY546273) and works with Suffolk County Council, striving to provide an outstanding provision.

As a responsible employer the Pre-school and Nursery uses the services of a payroll bureau to ensure compliance with its payroll liabilities; to ensure compliance with employment law it has appointed and seeks advice from a Human Resources consultant ([www.pshumanresources.co.uk](http://www.pshumanresources.co.uk)).

The Pre-school and nursery is registered with the Information Commissioner's Office to ensure awareness and compliance with Data Protection legislation.

**Treatment of assets and surplus funds on a winding-up**

In the event of the dissolution of the Management Committee, the Pre-school and Nursery's assets and surplus funds would pass to other charitable purposes the same as, or similar to, those of the CIO.

**Risk management**

The Management Committee have examined the major strategic and operational risks which the Pre-school and Nursery faces and confirm that systems have been established to mitigate these risks.

The Pre-school and Nursery insures through a specialised childcare broker, Morton Michel. The current policy is with Stirling and includes Public Liability cover up to £10 million, Employer's Liability cover up to £10 million, Directors and Officers' Liability cover up to £50,000 and Loss of Revenue cover up to £327,000.

The Trustees consider that unrestricted reserves of not less than £100,000 should be retained to ensure that the Pre-school and Nursery is able to fund ongoing revenue costs, principally staff wages, should there be a delay or significant reduction in revenue, or to meet financial liabilities including statutory redundancy and notice payments to staff in the event of the Pre-school having to close without notice. This is reviewed annually.

The Pre-school and Nursery constantly reviews its financial position, presenting a full financial report at each Committee meeting. The financial records are held securely on site, available for inspection by the Management Committee and officers representing official bodies such as OFSTED and HM Revenue & Customs.

A qualified accountant is appointed as an Independent Examiner to review the accounting records at the end of each financial period, assist in the presentation of accounts in accordance with relevant legislation and report back to the Management Committee on any recommendations arising from the review.

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Report of the Trustees**  
**for the Year Ended 31 August 2023**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1171627

**Principal address**

Ford House  
Shirehall Way  
Bury St Edmunds  
Suffolk  
IP33 2BA

**Trustees**

S Howes  
Mrs T Bucher  
Mrs S Herriott  
Ms M Frankum  
Ms S Dargan  
A Rawlings-Blackmore (appointed 2.11.22)

**Independent Examiner**

Kirk Vaughan  
Knights Lowe Chartered Accountants  
Eldo House  
Kempson Way  
Suffolk Business Park  
Bury St Edmunds  
Suffolk  
IP32 7AR

Approved by order of the board of trustees on 27 November 2023 and signed on its behalf by:



Mrs S Herriott - Trustee

**Independent Examiner's Report to the Trustees of  
Guildhall Feoffment Preschool & Nursery  
CIO**

**Independent examiner's report to the trustees of Guildhall Feoffment Preschool & Nursery CIO**

I report to the charity trustees on my examination of the accounts of Guildhall Feoffment Preschool & Nursery CIO (the Trust) for the year ended 31 August 2023.

**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**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the **\*\*ERROR - relevant professional body must be completed\*\***, which is one of the listed bodies.

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.



Kirk Vaughan

Knights Lowe Chartered Accountants  
Eldo House  
Kempson Way  
Suffolk Business Park  
Bury St Edmunds  
Suffolk  
IP32 7AR

27 November 2023

**Guildhall Feoffment Preschool & Nursery  
CIO**

**Statement of Financial Activities  
for the Year Ended 31 August 2023**

	Notes	2023 Unrestricted fund £	2022 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		579	1,943
<b>Charitable activities</b>			
Educational activities		109,108	160,395
Fee income	2	282,919	203,190
Investment income	3	1,077	55
<b>Total</b>		<u>393,683</u>	<u>365,583</u>
 <b>EXPENDITURE ON</b>			
Raising funds		235,061	219,907
<b>Charitable activities</b>			
Educational activities		143,228	136,874
<b>Total</b>		<u>378,289</u>	<u>356,781</u>
 <b>NET INCOME</b>		 15,394	 8,802
 <b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		126,732	117,930
 <b>TOTAL FUNDS CARRIED FORWARD</b>		 <u>142,126</u>	 <u>126,732</u>

The notes form part of these financial statements

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Balance Sheet**  
**31 August 2023**

	Notes	2023 Unrestricted fund £	2022 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	8	<b>10,800</b>	16,369
<b>CURRENT ASSETS</b>			
Debtors	9	<b>2,493</b>	2,388
Cash at bank and in hand		<b>152,682</b>	148,605
		<hr/> <b>155,175</b>	<hr/> 150,993
<b>CREDITORS</b>			
Amounts falling due within one year	10	<b>(23,849)</b>	(40,630)
		<hr/> <b>131,326</b>	<hr/> 110,363
<b>NET CURRENT ASSETS</b>			
		<hr/> <b>142,126</b>	<hr/> 126,732
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
		<hr/> <b>142,126</b>	<hr/> 126,732
<b>NET ASSETS</b>			
		<hr/> <b>142,126</b>	<hr/> 126,732
<b>FUNDS</b>			
Unrestricted funds	11	<b>142,126</b>	126,732
		<hr/> <b>142,126</b>	<hr/> 126,732
<b>TOTAL FUNDS</b>			
		<hr/> <b>142,126</b>	<hr/> 126,732

The financial statements were approved by the Board of Trustees and authorised for issue on 27 November 2023 and were signed on its behalf by:

M Frankum - Trustee



S Howes - Trustee



**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Notes to the Financial Statements**  
**for the Year Ended 31 August 2023**

**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.

The presentational currency of these financial statements is pounds Sterling, rounding to whole pounds.

**Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows;
- the requirement of paragraph 3.17(d);
- the requirements of paragraphs 11.42, 11.44, 11.45, 11.47, 11.48(a)(iii), 11.48(a)(iv), 11.48(b) and 11.48(c);
- the requirements of paragraphs 12.26, 12.27, 12.29(a), 12.29(b) and 12.29A;
- the requirement of paragraph 33.7.

**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.

**Debtors and creditors due within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property	- 5 years straight line
Play equipment	- 3 years straight line
Furniture and fixtures	- 3 years straight line
Office equipment	- 3 years straight line

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

**Unrestricted funds**

Unrestricted funds are spent or applied at the discretion of the trustees to further any of the charity's purposes. Unrestricted funds can be used to supplement expenditure made from restricted funds.

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 August 2023**

**1. ACCOUNTING POLICIES - continued**

**Fund accounting**

Designated funds

The trustees may choose to set aside a part of the unrestricted funds to be used for a particular future project or commitment. By earmarking funds in this way, the trustees set up a designated fund that remains part of the unrestricted funds of the charity. This is because the designation has an administrative purpose only and does not legally restrict the trustees discretion in how to apply the unrestricted funds that they have earmarked.

Restricted funds

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.

Guildhall Feoffment Preschool & Nursery CIO has no restricted or designated funds.

**Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

**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.

**2. FEE INCOME**

	2023	2022
	£	£
Fee income	282,699	203,160
Staff lunch contributions	220	30
	282,919	203,190

**3. INVESTMENT INCOME**

	2023	2022
	£	£
Deposit account interest	1,077	55
	1,077	55

**4. INDEPENDENT EXAMINATION FEES**

	2023	2022
	£	£
Independent examination fee	1,235	1,235
Other fees	1,465	1,381
Payroll processing fees	1,865	1,905
	4,565	4,521

**Guildhall Feoffment Preschool & Nursery  
CIO**

**Notes to the Financial Statements - continued  
for the Year Ended 31 August 2023**

**5. TRUSTEES' REMUNERATION AND BENEFITS**

	2023	2022
	£	£
Trustees' salaries	59,938	60,494
Trustees' social security	5,853	6,107
Trustees' pensions paid	2,373	2,401
	68,164	69,002

T Bucher was paid £39,089 for her role as Pre-School and Nursery Manager.

M Frankum was paid £29,075 for her role as Assistant Manager.

**Trustees' expenses**

T Bucher was reimbursed £269 (2022: £320) for various expenditure (batteries, plants, paint etc.) incurred during the year.

**6. STAFF COSTS**

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

	2023	2022
Pre-school & nursery staff	17	17

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

**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	1,943
<b>Charitable activities</b>	
Educational activities	160,395
Fee income	203,190
Investment income	55
<b>Total</b>	365,583
<b>EXPENDITURE ON</b>	
Raising funds	219,907
<b>Charitable activities</b>	
Educational activities	136,874
<b>Total</b>	356,781
<b>NET INCOME</b>	8,802

**Guildhall Feoffment Preschool & Nursery  
CIO**

**Notes to the Financial Statements - continued  
for the Year Ended 31 August 2023**

**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted fund £
<b>RECONCILIATION OF FUNDS</b>	
Total funds brought forward	117,930
	<hr/>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>126,732</u>

**8. TANGIBLE FIXED ASSETS**

	Improvements to property £	Play equipment £	Furniture and fixtures £	Office equipment £	Totals £
<b>COST</b>					
At 1 September 2022	40,313	20,896	9,918	3,191	74,318
Additions	-	1,723	-	707	2,430
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 August 2023	40,313	22,619	9,918	3,898	76,748
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>DEPRECIATION</b>					
At 1 September 2022	29,485	16,681	8,738	3,045	57,949
Charge for year	3,116	3,623	1,099	161	7,999
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 August 2023	32,601	20,304	9,837	3,206	65,948
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>NET BOOK VALUE</b>					
At 31 August 2023	<u>7,712</u>	<u>2,315</u>	<u>81</u>	<u>692</u>	<u>10,800</u>
At 31 August 2022	<u>10,828</u>	<u>4,215</u>	<u>1,180</u>	<u>146</u>	<u>16,369</u>

**9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023	2022
	£	£
Prepayments and accrued income	<u>2,493</u>	<u>2,388</u>

**Guildhall Feoffment Preschool & Nursery  
CIO**

**Notes to the Financial Statements - continued  
for the Year Ended 31 August 2023**

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023 £	2022 £
Trade creditors	116	110
Taxation and social security	4,197	2,276
Other creditors	19,536	38,244
	<u>23,849</u>	<u>40,630</u>

Other creditors includes deferred income as below:

	2022	Released in the year	Deferred	2023
Fees	10,258	(10,258)	10,258	15,354
Grant	23,953	(23,953)	-	-
	<u>34,211</u>	<u>(34,211)</u>	<u>10,258</u>	<u>15,354</u>

**11. MOVEMENT IN FUNDS**

	At 1.9.22 £	Net movement in funds £	At 31.8.23 £
<b>Unrestricted funds</b>			
General fund	126,732	15,394	142,126
<b>TOTAL FUNDS</b>	<u>126,732</u>	<u>15,394</u>	<u>142,126</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	393,683	(378,289)	15,394
<b>TOTAL FUNDS</b>	<u>393,683</u>	<u>(378,289)</u>	<u>15,394</u>

**Guildhall Feoffment Preschool & Nursery  
CIO**

**Notes to the Financial Statements - continued  
for the Year Ended 31 August 2023**

**11. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1.9.21 £	Net movement in funds £	At 31.8.22 £
<b>Unrestricted funds</b>			
General fund	117,930	8,802	126,732
<b>TOTAL FUNDS</b>	<u>117,930</u>	<u>8,802</u>	<u>126,732</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	365,583	(356,781)	8,802
<b>TOTAL FUNDS</b>	<u>365,583</u>	<u>(356,781)</u>	<u>8,802</u>

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

	At 1.9.21 £	Net movement in funds £	At 31.8.23 £
<b>Unrestricted funds</b>			
General fund	117,930	24,196	142,126
<b>TOTAL FUNDS</b>	<u>117,930</u>	<u>24,196</u>	<u>142,126</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 £
<b>Unrestricted funds</b>			
General fund	759,266	(735,070)	24,196
<b>TOTAL FUNDS</b>	<u>759,266</u>	<u>(735,070)</u>	<u>24,196</u>

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 August 2023**

**12. EMPLOYEE BENEFIT OBLIGATIONS**

The charity operates a defined contribution scheme for its employees. The amount recognised in the Statement of Financial Activities totalled £5,051 (2022: £4,864). £1,334 (2022: £1,286) was included in creditors relating to pension contributions not paid at the year end.

**13. RELATED PARTY DISCLOSURES**

The charity received from trustees, fee and other income of £10,442 (2022: £5,676) at normal rates in respect of the children of trustees that attended the setting during the year.

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Detailed Statement of Financial Activities**  
**for the Year Ended 31 August 2023**

	2023 £	2022 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Fundraising	579	1,943
<b>Fee income</b>		
Fee income	282,699	203,160
Staff lunch contributions	220	30
	282,919	203,190
<b>Investment income</b>		
Deposit account interest	1,077	55
<b>Charitable activities</b>		
Grants	109,108	160,395
	393,683	365,583
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Wages	224,534	210,281
Social security	5,476	4,762
Pensions	5,051	4,864
	235,061	219,907
<b>Charitable activities</b>		
Trustees' salaries	59,938	60,494
Trustees' social security	5,853	6,107
Trustees' pensions paid	2,373	2,401
Hire of equipment	2,291	2,271
Rent	6,360	6,360
Rates and water	3,275	2,517
Insurance	2,248	1,991
Light and heat	7,925	-
Telephone & internet	3,421	3,393
Postage and stationery	286	767
Sundry expenses	3,121	1,773
School lunches & groceries	9,958	8,097
Payroll bureau charges	1,801	1,205
Staff recruitment & HR	251	318
Staff training & course fees	1,920	678
Cleaning & property maintenance	15,162	9,315
Carried forward	126,183	107,687

This page does not form part of the statutory financial statements

**Guildhall Feoffment Preschool & Nursery  
CIO**

**Detailed Statement of Financial Activities  
for the Year Ended 31 August 2023**

	2023 £	2022 £
<b>Charitable activities</b>		
Brought forward	<b>126,183</b>	107,687
Health & safety	-	59
Kitchen equipment	<b>148</b>	304
Outside garden area	<b>28</b>	309
Computer expenses & website	<b>700</b>	799
Office fixtures & furniture	<b>557</b>	1,434
DBS checks	<b>291</b>	-
Subscriptions	<b>335</b>	217
Childrens' activities	<b>3,421</b>	7,555
Equipment & books	<b>377</b>	427
Speech therapist	<b>489</b>	1,815
Depn of plant & equipment etc.	<b>7,999</b>	13,652
	<hr/> <b>140,528</b>	<hr/> 134,258
<b>Support costs</b>		
<b>Governance costs</b>		
Independent examination fee	<b>1,235</b>	1,235
Independent examiner's remuneration for other work	<b>1,465</b>	1,381
	<hr/> <b>2,700</b>	<hr/> 2,616
Total resources expended	<hr/> <b>378,289</b>	<hr/> 356,781
<b>Net income</b>	<hr/> <b>15,394</b>	<hr/> 8,802

This page does not form part of the statutory financial statements

**GUILDHALL FEOFFMENT PRESCHOOL & NURSERY**

England & Wales - Charity number 1171627

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# Accounts

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# KnightsLowe

Chartered Accountants & Business Advisers

**Report of the Trustees and**

**Unaudited Financial Statements**

**for the Year Ended 31 August 2022**

**for**

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

Knights Lowe Chartered Accountants  
Eldo House  
Kempson Way  
Suffolk Business Park  
Bury St Edmunds  
Suffolk  
IP32 7AR



Eldo House, Kempson Way, Suffolk Business Park  
Bury St Edmunds, Suffolk, IP32 7AR

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✉ [knightslowe.co.uk](http://knightslowe.co.uk)

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Contents of the Financial Statements**  
**for the Year Ended 31 August 2022**

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**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Report of the Trustees**  
**for the Year Ended 31 August 2022**

The trustees present their report with the financial statements of the charity for the year ended 31 August 2022. 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 aim of the setting is to enhance the development and education of children, primarily for those under statutory school age. Working in partnership with its members, it encourages parents and guardians to understand and provide for the needs of their children. The setting believes that children learn through play and it strives to provide appropriate resources and opportunities for play whilst educating and caring for all its children, whatever their race, culture, religion, means or ability.

To facilitate its aims, the Pre-school and Nursery only employs staff with relevant qualifications and stringently abides with safe recruitment best practice. All staff are encouraged to continue their professional development to ensure continuing excellence.

Each child is appointed a key worker to ensure that their development is closely monitored and recorded. All staff have regular "supervisions" by their manager, ensuring pastoral and safeguarding matters are highlighted. The Nursery works closely with parents and guardians, ensuring that they are informed of activities and of their child's progress. Apart from staff being available before and after sessions, other communication methods include a weekly "newsy" email from the Nursery's Manager, the Nursery's website and noticeboards.

**Public benefit**

The Trustees have considered the Charity Commission's guidance on public benefit, including the guidance "public benefit: running a charity (PB2)". The Pre-school and Nursery relies on grants from the local council and the income from fees to cover its operating costs. Affordability and access to our services is important to us and is reflected in the fees we charge to parents.

**ACHIEVEMENT AND PERFORMANCE**

**Achievements and performance**

The setting has enjoyed another successful year, and having children from the age of 9 months has helped us maintain our healthy financial position.

The setting has further improved its offering of additional activities, such as forest schools, crafts, music classes and soft play, as well as extra events as part of the Jubilee celebrations.

The setting currently has 55 children on its register. Funding provided from Suffolk County Council in the school year 2021/22 amounted to £160,395. In addition, fees charged for Pre-school and Nursery attendance not covered by local authority provision in the year amounted to £203,190.

Current staffing is at 17 members of staff, including 5 apprentices.

The financial administration is completed by the Manager, assisted by the Deputy Manager and Room Leader, with support from Knights Lowe, the charity's accountant.

The income of the Pre-school and Nursery is detailed in the Statement of Financial Activities and supporting notes.

**FINANCIAL REVIEW**

**Going concern**

The effects of the global COVID-19 pandemic have been carefully considered when preparing these financial statements. These financial statements continue to be prepared on a going concern basis as the trustees are confident that the Pre-school and Nursery are in a strong financial position to continue going forward.

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Report of the Trustees**  
**for the Year Ended 31 August 2022**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its constitution and constitutes a charitable incorporated organisation (CIO). The constitution was re-written in 2017 when the CIO was formed.

**Charity constitution**

The Pre-school was established in 1990 and registered as an unincorporated charity in 1993. On 31 August 2017 all the assets of the old unincorporated charity were transferred to this CIO.

**Organisational structure**

Membership of the Pre-school and Nursery's Management Committee consists of at least 5 members and not more than 8 members with suitable experience to work alongside the committee to support the Pre-school and Nursery.

The Trustees originally appointed in 2017 will remain in place until they wish to relinquish their post. Any other Committee members/Trustees are required to stand down from their position at the Annual General Meeting; retiring Committee members are eligible for re-election. At the same meeting an election for new members and officers will take place. Guidance on the responsibilities of the Committee is offered in the Pre-school's 'Committee Information Guide'.

As Trustees of the registered charity the Management Committee strives to ensure the Pre-school and Nursery operates in accordance with the policies and constitution of the Pre-School. The Pre-school is registered with OFSTED (registration no. EY546273) and works with Suffolk County Council, striving to provide an outstanding provision.

As a responsible employer the Pre-school and Nursery uses the services of a payroll bureau to ensure compliance with its payroll liabilities; to ensure compliance with employment law it has appointed and seeks advice from a Human Resources consultant ([www.pshumanresources.co.uk](http://www.pshumanresources.co.uk)).

The Pre-school and nursery is registered with the Information Commissioner's Office to ensure awareness and compliance with Data Protection legislation.

**Treatment of assets and surplus funds on a winding-up**

In the event of the dissolution of the Management Committee, the Pre-school and Nursery's assets and surplus funds would pass to other charitable purposes the same as, or similar to, those of the CIO.

**Risk management**

The Management Committee have examined the major strategic and operational risks which the Pre-school and Nursery faces and confirm that systems have been established to mitigate these risks.

The Pre-school and Nursery insures through a specialised childcare broker, Morton Michel. The current policy is with Stirling and includes Public Liability cover up to £10 million, Employer's Liability cover up to £10 million, Directors and Officers' Liability cover up to £50,000 and Loss of Revenue cover up to £327,000.

The Trustees consider that unrestricted reserves of not less than £100,000 should be retained to ensure that the Pre-school and Nursery is able to fund ongoing revenue costs, principally staff wages, should there be a delay or significant reduction in revenue, or to meet financial liabilities including statutory redundancy and notice payments to staff in the event of the Pre-school having to close without notice. This is reviewed annually.

The Pre-school and Nursery constantly reviews its financial position, presenting a full financial report at each Committee meeting. The financial records are held securely on site, available for inspection by the Management Committee and officers representing official bodies such as OFSTED and HM Revenue & Customs.

A qualified accountant is appointed as an Independent Examiner to review the accounting records at the end of each financial period, assist in the presentation of accounts in accordance with relevant legislation and report back to the Management Committee on any recommendations arising from the review.

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Report of the Trustees**  
**for the Year Ended 31 August 2022**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1171627

**Principal address**

Ford House  
Shirehall Way  
Bury St Edmunds  
Suffolk  
IP33 2BA

**Trustees**

S Howes  
Mrs T Bucher  
Mrs S Herriott  
Ms M Frankum  
Mrs J Wetton (resigned 9.2.22)  
Ms S Dargan (appointed 4.11.21)

**Independent Examiner**

Kirk Vaughan  
The Institute of Chartered Accounts in England & Wales  
Knights Lowe Chartered Accountants  
Eldo House  
Kempson Way  
Suffolk Business Park  
Bury St Edmunds  
Suffolk  
IP32 7AR

Approved by order of the board of trustees on 2 November 2022 and signed on its behalf by:

Mrs S Herriott - Trustee

**Independent Examiner's Report to the Trustees of  
Guildhall Feoffment Preschool & Nursery  
CIO**

**Independent examiner's report to the trustees of Guildhall Feoffment Preschool & Nursery CIO**

I report to the charity trustees on my examination of the accounts of Guildhall Feoffment Preschool & Nursery CIO (the Trust) for the year ended 31 August 2022.

**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**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of The Institute of Chartered Accountants in England & Wales which is one of the listed bodies.

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.

Kirk Vaughan  
The Institute of Chartered Accountants in England & Wales  
Knights Lowe Chartered Accountants  
Eldo House  
Kempson Way  
Suffolk Business Park  
Bury St Edmunds  
Suffolk  
IP32 7AR

2 November 2022

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Statement of Financial Activities**  
**for the Year Ended 31 August 2022**

	Notes	<b>2022</b> <b>Unrestricted</b> <b>fund</b> <b>£</b>	2021 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		<b>1,943</b>	1,340
<b>Charitable activities</b>			
Educational activities		<b>160,395</b>	163,469
Fee income	2	<b>203,190</b>	150,545
Investment income	3	<b>55</b>	10
<b>Total</b>		<b><u>365,583</u></b>	<u>315,364</u>
<b>EXPENDITURE ON</b>			
Raising funds		<b>219,907</b>	208,901
<b>Charitable activities</b>			
Educational activities		<b><u>136,874</u></b>	<u>140,859</u>
<b>Total</b>		<b><u>356,781</u></b>	<u>349,760</u>
<b>NET INCOME/(EXPENDITURE)</b>		<b>8,802</b>	(34,396)
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		<b>117,930</b>	152,326
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u><u>126,732</u></u></b>	<u><u>117,930</u></u>

The notes form part of these financial statements

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Balance Sheet**  
**31 August 2022**

	Notes	2022 Unrestricted fund £	2021 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	8	<b>16,369</b>	29,460
<b>CURRENT ASSETS</b>			
Debtors	9	<b>2,388</b>	1,633
Cash at bank and in hand		<b>148,605</b>	131,537
		<b>150,993</b>	133,170
<b>CREDITORS</b>			
Amounts falling due within one year	10	<b>(40,630)</b>	(44,700)
<b>NET CURRENT ASSETS</b>		<b>110,363</b>	88,470
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>126,732</b>	117,930
<b>NET ASSETS</b>		<b>126,732</b>	117,930
<b>FUNDS</b>	11		
Unrestricted funds		<b>126,732</b>	117,930
<b>TOTAL FUNDS</b>		<b>126,732</b>	117,930

The financial statements were approved by the Board of Trustees and authorised for issue on 2 November 2022 and were signed on its behalf by:

S Herriott - Trustee

T Bucher - Trustee

The notes form part of these financial statements

**Notes to the Financial Statements**  
**for the Year Ended 31 August 2022**

**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.

The presentational currency of these financial statements is pounds Sterling, rounding to whole pounds.

**Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows;
- the requirement of paragraph 3.17(d);
- the requirements of paragraphs 11.42, 11.44, 11.45, 11.47, 11.48(a)(iii), 11.48(a)(iv), 11.48(b) and 11.48(c);
- the requirements of paragraphs 12.26, 12.27, 12.29(a), 12.29(b) and 12.29A;
- the requirement of paragraph 33.7.

**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.

**Debtors and creditors due within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property	- 5 years straight line
Play equipment	- 3 years straight line
Furniture and fixtures	- 3 years straight line
Office equipment	- 3 years straight line

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

**Unrestricted funds**

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 August 2022**

**1. ACCOUNTING POLICIES - continued**

**Fund accounting**

Unrestricted funds are spent or applied at the discretion of the trustees. to further any of the charity's purposes. Unrestricted funds can be used to supplement expenditure made from restricted funds.

Designated funds

The trustees may choose to set aside a part of the unrestricted funds to be used for a particular future project or commitment. By earmarking funds in this way, the trustees set up a designated fund that remains part of the unrestricted funds of the charity. This is because the designation has an administrative purpose only and does not legally restrict the trustees discretion in how to apply the unrestricted funds that they have earmarked.

Restricted funds

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.

Guildhall Feoffment Preschool & Nursery CIO has no restricted or designated funds.

**Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

**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.

**2. FEE INCOME**

	<b>2022</b>	2021
	<b>£</b>	£
Fee income	<b>203,160</b>	150,545
Staff lunch contributions	<b>30</b>	-
	<hr/> <b>203,190</b> <hr/>	<hr/> 150,545 <hr/>

**3. INVESTMENT INCOME**

	<b>2022</b>	2021
	<b>£</b>	£
Deposit account interest	<b>55</b>	10
	<hr/> <b>55</b> <hr/>	<hr/> 10 <hr/>

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 August 2022**

**4. INDEPENDENT EXAMINATION FEES**

	<b>2022</b>	2021
	<b>£</b>	£
Independent examination fee	<b>1,235</b>	1,235
Other fees	<b>1,381</b>	1,357
Payroll processing fees	<b>1,865</b>	1,905
	<b>4,481</b>	4,497

**5. TRUSTEES' REMUNERATION AND BENEFITS**

	<b>2022</b>	2021
	<b>£</b>	£
Trustees' salaries	<b>60,494</b>	59,210
Trustees' social security	<b>6,107</b>	5,739
Trustees' pensions paid	<b>2,401</b>	2,336
	<b>69,002</b>	67,285

T Bucher was paid £36,390 for her role as Pre-School and Nursery Manager.

M Frankum was paid £24,104 for her role as Assistant Manager.

**Trustees' expenses**

T Bucher was reimbursed £269 (2021: £320) for various expenditure (batteries, plants, paint etc.) incurred during the year.

**6. STAFF COSTS**

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

	<b>2022</b>	2021
Pre-school & nursery staff	<b>17</b>	16

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

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 August 2022**

**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	1,340
<b>Charitable activities</b>	
Educational activities	163,469
Fee income	150,545
Investment income	10
<b>Total</b>	<u>315,364</u>
<b>EXPENDITURE ON</b>	
Raising funds	208,901
<b>Charitable activities</b>	
Educational activities	<u>140,859</u>
<b>Total</b>	<u>349,760</u>
<b>NET INCOME/(EXPENDITURE)</b>	(34,396)
<b>RECONCILIATION OF FUNDS</b>	
<b>Total funds brought forward</b>	152,326
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>117,930</u></u>

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 August 2022**

**8. TANGIBLE FIXED ASSETS**

	Improvements to property £	Play equipment £	Furniture and fixtures £	Office equipment £	Totals £
<b>COST</b>					
At 1 September 2021	40,313	20,335	9,918	3,191	73,757
Additions	-	561	-	-	561
At 31 August 2022	<u>40,313</u>	<u>20,896</u>	<u>9,918</u>	<u>3,191</u>	<u>74,318</u>
<b>DEPRECIATION</b>					
At 1 September 2021	26,267	9,868	5,618	2,544	44,297
Charge for year	3,218	6,813	3,120	501	13,652
At 31 August 2022	<u>29,485</u>	<u>16,681</u>	<u>8,738</u>	<u>3,045</u>	<u>57,949</u>
<b>NET BOOK VALUE</b>					
At 31 August 2022	<u>10,828</u>	<u>4,215</u>	<u>1,180</u>	<u>146</u>	<u>16,369</u>
At 31 August 2021	<u>14,046</u>	<u>10,467</u>	<u>4,300</u>	<u>647</u>	<u>29,460</u>

**9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022 £	2021 £
Prepayments and accrued income	<u>2,388</u>	<u>1,633</u>

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022 £	2021 £
Trade creditors	110	105
Taxation and social security	2,276	4,119
Other creditors	<u>38,244</u>	<u>40,476</u>
	<u>40,630</u>	<u>44,700</u>

Other creditors includes deferred income as below:

	2021	Released in the year	Deferred	2022
Fees	7,600	(7,600)	10,258	10,258
Grant	28,854	(28,854)	23,953	23,953
	<u>36,454</u>	<u>(36,454)</u>	<u>34,211</u>	<u>34,211</u>

Grant income from Suffolk County Council was received in August 2022 for the Autumn 2022 term and has therefore has been deferred to the 2022/23 financial year.

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 August 2022**

**11. MOVEMENT IN FUNDS**

	At 1.9.21 £	Net movement in funds £	At 31.8.22 £
<b>Unrestricted funds</b>			
General fund	<b>117,930</b>	<b>8,802</b>	<b>126,732</b>
<b>TOTAL FUNDS</b>	<b><u>117,930</u></b>	<b><u>8,802</u></b>	<b><u>126,732</u></b>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	<b>365,583</b>	<b>(356,781)</b>	<b>8,802</b>
<b>TOTAL FUNDS</b>	<b><u>365,583</u></b>	<b><u>(356,781)</u></b>	<b><u>8,802</u></b>

**Comparatives for movement in funds**

	At 1.9.20 £	Net movement in funds £	At 31.8.21 £
<b>Unrestricted funds</b>			
General fund	152,326	(34,396)	117,930
<b>TOTAL FUNDS</b>	<b><u>152,326</u></b>	<b><u>(34,396)</u></b>	<b><u>117,930</u></b>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	315,364	(349,760)	(34,396)
<b>TOTAL FUNDS</b>	<b><u>315,364</u></b>	<b><u>(349,760)</u></b>	<b><u>(34,396)</u></b>

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 August 2022**

**11. MOVEMENT IN FUNDS - continued**

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

	At 1.9.20 £	Net movement in funds £	At 31.8.22 £
<b>Unrestricted funds</b>			
General fund	152,326	(25,594)	126,732
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>152,326</u>	<u>(25,594)</u>	<u>126,732</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 £
<b>Unrestricted funds</b>			
General fund	680,947	(706,541)	(25,594)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>680,947</u>	<u>(706,541)</u>	<u>(25,594)</u>

**12. EMPLOYEE BENEFIT OBLIGATIONS**

The charity operates a defined contribution scheme for its employees. The amount recognised in the Statement of Financial Activities totalled £4,864 (2021: £7,454). £1,286 (2021: £1,354) was included in creditors relating to pension contributions not paid at the year end.

**13. RELATED PARTY DISCLOSURES**

The charity received from trustees, fee and other income of £5,676 (2021: £17,237) at normal rates in respect of the children of trustees that attended the setting during the year.

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Detailed Statement of Financial Activities**  
**for the Year Ended 31 August 2022**

	2022 £	2021 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Fundraising	1,943	1,340
<b>Fee income</b>		
Fee income	203,160	150,545
Staff lunch contributions	30	-
	<hr/>	<hr/>
	203,190	150,545
<b>Investment income</b>		
Deposit account interest	55	10
<b>Charitable activities</b>		
Grants	160,395	156,215
Government grants	-	7,254
	<hr/>	<hr/>
	160,395	163,469
<b>Total incoming resources</b>	<b>365,583</b>	<b>315,364</b>
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Wages	210,281	197,469
Social security	4,762	6,315
Pensions	4,864	5,117
	<hr/>	<hr/>
	219,907	208,901
<b>Charitable activities</b>		
Trustees' salaries	60,494	59,210
Trustees' social security	6,107	5,739
Trustees' pensions paid	2,401	2,336
Hire of equipment	2,271	2,144
Rent	6,360	6,360
Rates and water	2,517	1,633
Insurance	1,991	1,685
Telephone & internet	3,393	2,620
Postage and stationery	767	194
Sundry expenses	1,773	1,946
School lunches & groceries	8,097	8,021
Payroll bureau charges	1,205	1,845
Staff recruitment & HR	318	79
Carried forward	97,694	93,812

This page does not form part of the statutory financial statements

**Guildhall Feoffment Preschool & Nursery**  
**CIO**

**Detailed Statement of Financial Activities**  
**for the Year Ended 31 August 2022**

	2022	2021
	£	£
<b>Charitable activities</b>		
Brought forward	<b>97,694</b>	93,812
Staff training & course fees	<b>678</b>	1,920
Cleaning & property maintenance	<b>9,315</b>	15,450
Health & safety	<b>59</b>	1,667
Kitchen equipment	<b>304</b>	1,074
Outside garden area	<b>309</b>	166
Computer expenses & website	<b>799</b>	1,857
Office fixtures & furniture	<b>1,434</b>	905
DBS checks	-	338
Subscriptions	<b>217</b>	329
Childrens' activities	<b>7,555</b>	1,996
Equipment & books	<b>427</b>	565
Speech therapist	<b>1,815</b>	-
Depn of plant & equipment etc.	<b>13,652</b>	18,188
	<b>134,258</b>	138,267
<b>Support costs</b>		
<b>Governance costs</b>		
Independent examination fee	<b>1,235</b>	1,235
Independent examiner's remuneration for other work	<b>1,381</b>	1,357
	<b>2,616</b>	2,592
Total resources expended	<b>356,781</b>	349,760
<b>Net income/(expenditure)</b>	<b>8,802</b>	(34,396)

This page does not form part of the statutory financial statements

**GUILDHALL FEOFFMENT PRESCHOOL & NURSERY**

England & Wales - Charity number 1171627

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# Accounts

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KnightsLowe

REGISTERED CHARITY NUMBER: 1171627

Chartered Accountants & Business Advisers

Report of the Trustees and  
Unaudited Financial Statements  
for the Year Ended 31 August 2021  
for  
Guildhall Feoffment Preschool & Nursery  
CIO

Knights Lowe Chartered Accountants  
Eldo House  
Kempson Way  
Suffolk Business Park  
Bury St Edmunds  
Suffolk  
IP32 7AR



Eldo House, Kempson Way, Suffolk Business Park  
Bury St Edmunds, Suffolk, IP32 7AR

✉ 01284 701300  
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✉ [knightslowe.co.uk](http://knightslowe.co.uk)

Guildhall Feoffment Preschool & Nursery  
CIO

Contents of the Financial Statements  
for the Year Ended 31 August 2021

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Balance Sheet	7
Notes to the Financial Statements	8 to 15
Detailed Statement of Financial Activities	16 to 17

Guildhall Feoffment Preschool & Nursery  
CIO

Report of the Trustees  
for the Year Ended 31 August 2021

The trustees present their report with the financial statements of the charity for the year ended 31 August 2021. 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 aim of the setting is to enhance the development and education of children, primarily for those under statutory school age. Working in partnership with its members, it encourages parents and guardians to understand and provide for the needs of their children. The setting believes that children learn through play and it strives to provide appropriate resources and opportunities for play whilst educating and caring for all its children, whatever their race, culture, religion, means or ability.

To facilitate its aims, the Pre-school and Nursery only employs staff with relevant qualifications and stringently abides with safe recruitment best practice. All staff are encouraged to continue their professional development to ensure continuing excellence.

Each child is appointed a key worker to ensure that their development is closely monitored and recorded. All staff have regular "supervisions" by their manager, ensuring pastoral and safeguarding matters are highlighted. The Nursery works closely with parents and guardians, ensuring that they are informed of activities and of their child's progress. Apart from staff being available before and after sessions, other communication methods include a weekly "newsy" email from the Nursery's Manager, the Nursery's website and noticeboards.

##### Public benefit

The Trustees have considered the Charity Commission's guidance on public benefit, including the guidance "public benefit: running a charity (PB2)". The Pre-school and Nursery relies on grants from the local council and the income from fees to cover its operating costs. Affordability and access to our services is important to us and is reflected in the fees we charge to parents.

#### ACHIEVEMENT AND PERFORMANCE

##### Achievements and performance

The setting has enjoyed another successful year, and having children from the age of 1 has helped us maintain our healthy financial position.

During the year the Pre-school and Nursery has continued to enhance the learning experiences of children by paying for other professionals, including IMPS, Tadpole Tunes and Dancing Stars to attend sessions. Investments in good quality equipment and resources, in order to maintain exciting and varied teaching and play resources, is a priority.

The setting has continued to make considerable improvements to the outdoor spaces to enhance learning for the children. This includes large canopies to provide cover for the outside areas and the purchase of large scale equipment to enable children to climb and explore.

The setting currently has 69 children on its register. Funding provided from Suffolk County Council in the school year 2020/21 amounted to £156,215. In addition, fees charged for Pre-school and Nursery attendance not covered by local authority provision in the year amounted to £153,885.

Current staffing is at 16 members of staff, including 2 apprentices. Tracy Bucher, the manager, continues to represent the setting as the Lead Practitioner for Suffolk County Council, a role which allows her to share our good practice with other provisions in the area.

The financial administration is completed by the Manager, assisted by the Deputy Manager and Room Leader, with support from Knights Lowe, the charity's accountant.

The income of the Pre-school and Nursery is detailed in the Statement of Financial Activities and supporting notes.

Guildhall Feoffment Preschool & Nursery  
CIO

Report of the Trustees  
for the Year Ended 31 August 2021

FINANCIAL REVIEW

Going concern

The effects of the global COVID-19 pandemic have been carefully considered when preparing these financial statements. These financial statements continue to be prepared on a going concern basis as the trustees are confident that the Pre-school and Nursery are in a strong financial position to continue going forward.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its constitution and constitutes a charitable incorporated organisation (CIO). The constitution was re-written in 2017 when the CIO was formed.

Charity constitution

The Pre-school was established in 1990 and registered as an unincorporated charity in 1993. On 31 August 2017 all the assets of the old unincorporated charity were transferred to this CIO.

Organisational structure

Membership of the Pre-school and Nursery's Management Committee consists of at least 5 members and not more than 8 members with suitable experience to work alongside the committee to support the Pre-school and Nursery.

The Trustees originally appointed in 2017 will remain in place until they wish to relinquish their post. Any other Committee members/Trustees are required to stand down from their position at the Annual General Meeting; retiring Committee members are eligible for re-election. At the same meeting an election for new members and officers will take place. Guidance on the responsibilities of the Committee is offered in the Pre-school's 'Committee Information Guide'.

As Trustees of the registered charity the Management Committee strives to ensure the Pre-school and Nursery operates in accordance with the policies and constitution of the Pre-School. The Pre-school is registered with OFSTED (registration no. EY546273) and works with Suffolk County Council, striving to provide an outstanding provision.

As a responsible employer the Pre-school and Nursery uses the services of a payroll bureau to ensure compliance with its payroll liabilities; to ensure compliance with employment law it has appointed and seeks advice from a Human Resources consultant ([www.pshumanresources.co.uk](http://www.pshumanresources.co.uk)).

The Pre-school and nursery is registered with the Information Commissioner's Office to ensure awareness and compliance with Data Protection legislation.

Treatment of assets and surplus funds on a winding-up

In the event of the dissolution of the Management Committee, the Pre-school and Nursery's assets and surplus funds would pass to other charitable purposes the same as, or similar to, those of the CIO.

Guildhall Feoffment Preschool & Nursery  
CIO

Report of the Trustees  
for the Year Ended 31 August 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The Management Committee have examined the major strategic and operational risks which the Pre-school and Nursery faces and confirm that systems have been established to mitigate these risks.

The Pre-school and Nursery insures through a specialised childcare broker, Morton Michel. The current policy is with Stirling and includes Public Liability cover up to £10 million, Employer's Liability cover up to £10 million, Directors and Officers' Liability cover up to £50,000 and Loss of Revenue cover up to £327,000.

The Trustees consider that unrestricted reserves of not less than £100,000 should be retained to ensure that the Pre-school and Nursery is able to fund ongoing revenue costs, principally staff wages, should there be a delay or significant reduction in revenue, or to meet financial liabilities including statutory redundancy and notice payments to staff in the event of the Pre-school having to close without notice. This is reviewed annually.

The Pre-school and Nursery constantly reviews its financial position, presenting a full financial report at each Committee meeting. The financial records are held securely on site, available for inspection by the Management Committee and officers representing official bodies such as OFSTED and HM Revenue & Customs.

A qualified accountant is appointed as an Independent Examiner to review the accounting records at the end of each financial period, assist in the presentation of accounts in accordance with relevant legislation and report back to the Management Committee on any recommendations arising from the review.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1171627

Principal address

Ford House

Shirehall Way

Bury St Edmunds

Suffolk

IP33 2BA

Trustees

S Howes

Mrs T Bucher

Mrs L E Knights (resigned 24.3.21)

Mrs S Herriott

Ms M Frankum

Ms L Border (resigned 29.9.20)

Mrs J Wetton (appointed 29.9.20)

Mrs C Beeston (appointed 29.9.20) (resigned 20.7.21)

Guildhall Feoffment Preschool & Nursery  
CIO

Report of the Trustees  
for the Year Ended 31 August 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Kirk Vaughan

The Institute of Chartered Accounts in England & Wales

Knights Lowe Chartered Accountants

Eldo House

Kempson Way

Suffolk Business Park

Bury St Edmunds

Suffolk

IP32 7AR

Approved by order of the board of trustees on 20 October 2021 and signed on its behalf by:

Mrs S Herriott - Trustee

Independent Examiner's Report to the Trustees of  
Guildhall Feoffment Preschool & Nursery  
CIO

Independent examiner's report to the trustees of Guildhall Feoffment Preschool & Nursery CIO

I report to the charity trustees on my examination of the accounts of Guildhall Feoffment Preschool & Nursery CIO (the Trust) for the year ended 31 August 2021.

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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of The Institute of Chartered Accountants in England & Wales which is one of the listed bodies.

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.

Kirk Vaughan  
The Institute of Chartered Accountants in England & Wales  
Knights Lowe Chartered Accountants  
Eldo House  
Kempson Way  
Suffolk Business Park  
Bury St Edmunds  
Suffolk  
IP32 7AR

20 October 2021

Guildhall Feoffment Preschool & Nursery  
CIO

Statement of Financial Activities  
for the Year Ended 31 August 2021

	Notes	2021 Unrestricted fund £	2020 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		1,340	-
Charitable activities			
Educational activities		163,469	191,495
Fee income	2	150,545	105,734
Investment income	3	10	208
		<hr/>	<hr/>
Total		315,364	297,437
EXPENDITURE ON			
Raising funds		208,901	182,774
Charitable activities			
Educational activities		140,859	144,394
		<hr/>	<hr/>
Total		349,760	327,168
NET INCOME/(EXPENDITURE)		<hr/> (34,396)	<hr/> (29,731)
RECONCILIATION OF FUNDS			
Total funds brought forward		152,326	182,057
		<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD		<u>117,930</u>	<u>152,326</u>

The notes form part of these financial statements

Guildhall Feoffment Preschool & Nursery  
CIO

Balance Sheet  
31 August 2021

	Notes	2021 Unrestricted fund £	2020 Total funds £
FIXED ASSETS			
Tangible assets	8	29,460	37,469
CURRENT ASSETS			
Debtors	9	1,633	1,690
Cash at bank and in hand		131,537	152,466
		<hr/>	<hr/>
		133,170	154,156
CREDITORS			
Amounts falling due within one year	10	(44,700)	(39,299)
		<hr/>	<hr/>
NET CURRENT ASSETS		88,470	114,857
		<hr/>	<hr/>
TOTAL ASSETS LESS CURRENT LIABILITIES		117,930	152,326
		<hr/>	<hr/>
NET ASSETS		117,930	152,326
		<hr/>	<hr/>
FUNDS	11		
Unrestricted funds		117,930	152,326
		<hr/>	<hr/>
TOTAL FUNDS		117,930	152,326
		<hr/>	<hr/>

The financial statements were approved by the Board of Trustees and authorised for issue on 20 October 2021 and were signed on its behalf by:

S Herriott - Trustee

T Bucher - Trustee

The notes form part of these financial statements

Guildhall Feoffment Preschool & Nursery  
CIO

Notes to the Financial Statements  
for the Year Ended 31 August 2021

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.

The presentational currency of these financial statements is pounds Sterling, rounding to whole pounds.

**Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows;
- the requirement of paragraph 3.17(d);
- the requirements of paragraphs 11.42, 11.44, 11.45, 11.47, 11.48(a)(iii), 11.48(a)(iv), 11.48(b) and 11.48(c);
- the requirements of paragraphs 12.26, 12.27, 12.29(a), 12.29(b) and 12.29A;
- the requirement of paragraph 33.7.

**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.

**Debtors and creditors due within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property	- 5 years straight line
Play equipment	- 3 years straight line
Furniture and fixtures	- 3 years straight line
Office equipment	- 3 years straight line

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Unrestricted funds

Unrestricted funds are spent or applied at the discretion of the trustees, to further any of the charity's purposes. Unrestricted funds can be used to supplement expenditure made from restricted funds.

Guildhall Feoffment Preschool & Nursery  
CIO

Notes to the Financial Statements - continued  
for the Year Ended 31 August 2021

1. ACCOUNTING POLICIES - continued

Fund accounting

Designated funds

The trustees may choose to set aside a part of the unrestricted funds to be used for a particular future project or commitment. By earmarking funds in this way, the trustees set up a designated fund that remains part of the unrestricted funds of the charity. This is because the designation has an administrative purpose only and does not legally restrict the trustees discretion in how to apply the unrestricted funds that they have earmarked.

Restricted funds

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.

Guildhall Feoffment Preschool & Nursery CIO has no restricted or designated funds.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

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.

2. FEE INCOME

	2021	2020
	£	£
Fee income	150,545	105,452
Staff lunch contributions	-	282
	<u>150,545</u>	<u>105,734</u>

3. INVESTMENT INCOME

	2021	2020
	£	£
Deposit account interest	<u>10</u>	<u>208</u>

Guildhall Feoffment Preschool & Nursery  
CIO

Notes to the Financial Statements - continued  
for the Year Ended 31 August 2021

4. INDEPENDENT EXAMINATION FEES

	2021	2020
	£	£
Independent examination fee	1,235	1,235
Other fees	1,357	2,330
Payroll processing fees	1,865	1,905
	<u>4,457</u>	<u>5,470</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

	2021	2020
	£	£
Trustees' salaries	59,210	55,576
Trustees' social security	5,739	5,369
Trustees' pensions paid	2,336	1,763
	<u>67,285</u>	<u>62,708</u>

T Bucher was paid £35,680 for her role as Pre-School and Nursery Manager.

M Frankum was paid £23,530 for her role as Assistant Manager.

Trustees' expenses

T Bucher was reimbursed £320 (2020: £329) for various expenditure (batteries, plants, paint etc.) incurred during the year.

6. STAFF COSTS

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

	2021	2020
Pre-school & nursery staff	<u>16</u>	<u>14</u>

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

Guildhall Feoffment Preschool & Nursery  
CIO

Notes to the Financial Statements - continued  
for the Year Ended 31 August 2021

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Charitable activities	
Educational activities	191,495
Fee income	105,734
Investment income	208
	<hr/>
Total	297,437
EXPENDITURE ON	
Raising funds	182,774
Charitable activities	
Educational activities	144,394
	<hr/>
Total	327,168
	<hr/>
NET INCOME/(EXPENDITURE)	(29,731)
RECONCILIATION OF FUNDS	
Total funds brought forward	182,057
	<hr/>
TOTAL FUNDS CARRIED FORWARD	<u>152,326</u>

Guildhall Feoffment Preschool & Nursery  
CIO

Notes to the Financial Statements - continued  
for the Year Ended 31 August 2021

8. TANGIBLE FIXED ASSETS

	Improvements to property £	Play equipment £	Furniture and fixtures £	Office equipment £	Totals £
COST					
At 1 September 2020	40,313	11,451	9,022	2,792	63,578
Additions	-	8,884	896	399	10,179
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 August 2021	40,313	20,335	9,918	3,191	73,757
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
DEPRECIATION					
At 1 September 2020	18,747	3,466	2,387	1,509	26,109
Charge for year	7,520	6,402	3,231	1,035	18,188
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 August 2021	26,267	9,868	5,618	2,544	44,297
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
NET BOOK VALUE					
At 31 August 2021	14,046	10,467	4,300	647	29,460
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 31 August 2020	21,566	7,985	6,635	1,283	37,469
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Prepayments and accrued income	1,633	1,690
	<hr/>	<hr/>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade creditors	105	767
Taxation and social security	4,119	3,889
Other creditors	40,476	34,643
	<hr/>	<hr/>
	44,700	39,299
	<hr/> <hr/>	<hr/> <hr/>

Other creditors includes deferred income as below:

	2020	Released in the year	Deferred	2021
Fees	4,260	(4,260)	7,600	7,600
Grant	25,084	(25,084)	28,854	28,854
	<hr/>	<hr/>	<hr/>	<hr/>
	29,344	(29,344)	36,454	36,454
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Guildhall Feoffment Preschool & Nursery  
CIO

Notes to the Financial Statements - continued  
for the Year Ended 31 August 2021

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR - continued

Grant income from Suffolk County Council was received in August 2021 for the Autumn 2021 term and has therefore has been deferred to the 2021/22 financial year.

11. MOVEMENT IN FUNDS

	At 1.9.20 £	Net movement in funds £	At 31.8.21 £
Unrestricted funds			
General fund	152,326	(34,396)	117,930
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>152,326</u>	<u>(34,396)</u>	<u>117,930</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	315,364	(349,760)	(34,396)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>315,364</u>	<u>(349,760)</u>	<u>(34,396)</u>

Comparatives for movement in funds

	At 1.9.19 £	Net movement in funds £	At 31.8.20 £
Unrestricted funds			
General fund	182,057	(29,731)	152,326
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>182,057</u>	<u>(29,731)</u>	<u>152,326</u>

Guildhall Feoffment Preschool & Nursery  
CIO

Notes to the Financial Statements - continued  
for the Year Ended 31 August 2021

11. 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	297,437	(327,168)	(29,731)
	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL FUNDS	<u>297,437</u>	<u>(327,168)</u>	<u>(29,731)</u>

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

	At 1.9.19 £	Net movement in funds £	At 31.8.21 £
Unrestricted funds			
General fund	182,057	(64,127)	117,930
	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL FUNDS	<u>182,057</u>	<u>(64,127)</u>	<u>117,930</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	612,801	(676,928)	(64,127)
	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL FUNDS	<u>612,801</u>	<u>(676,928)</u>	<u>(64,127)</u>

Guildhall Feoffment Preschool & Nursery  
CIO

Notes to the Financial Statements - continued  
for the Year Ended 31 August 2021

12. EMPLOYEE BENEFIT OBLIGATIONS

The charity operates a defined contribution scheme for its employees. The amount recognised in the Statement of Financial Activities totalled £7,454 (2020 £5,184). £1,354 (2020 £1,168) was included in creditors relating to pension contributions not paid at the year end.

13. RELATED PARTY DISCLOSURES

The charity received from trustees, fee and other income of £17,237 (2020: £5,860) at normal rates in respect of the children of trustees that attended the setting during the year.

Guildhall Feoffment Preschool & Nursery  
CIO

Detailed Statement of Financial Activities  
for the Year Ended 31 August 2021

	2021 £	2020 £
<b>INCOME AND ENDOWMENTS</b>		
Donations and legacies		
Fundraising	1,340	-
Fee income		
Fee income	150,545	105,452
Staff lunch contributions	-	282
	150,545	105,734
Investment income		
Deposit account interest	10	208
Charitable activities		
Grants	156,215	156,736
Government grants	7,254	25,131
Insurance claim	-	9,628
	163,469	191,495
	315,364	297,437
<b>EXPENDITURE</b>		
Other trading activities		
Wages	197,469	174,142
Social security	6,315	5,211
Pensions	5,117	3,421
	208,901	182,774
Charitable activities		
Trustees' salaries	59,210	55,576
Trustees' social security	5,739	5,369
Trustees' pensions paid	2,336	1,763
Hire of equipment	2,144	2,004
Rent	6,360	6,348
Rates and water	1,633	926
Insurance	1,685	1,266
Telephone & internet	2,620	2,606
Postage and stationery	194	790
Carried forward	81,921	76,648

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Guildhall Feoffment Preschool & Nursery  
CIO

Detailed Statement of Financial Activities  
for the Year Ended 31 August 2021

	2021	2020
	£	£
Charitable activities		
Brought forward	81,921	76,648
Sundry expenses	1,946	2,238
School lunches & groceries	8,021	6,662
Payroll bureau charges	1,845	1,905
Staff recruitment & HR	79	552
Staff training & course fees	1,920	2,518
Cleaning & property maintenance	15,450	12,894
Health & safety	1,667	2,483
Kitchen equipment	1,074	736
Outside garden area	166	2,382
Computer expenses & website	1,857	966
Office fixtures & furniture	905	1,787
DBS checks	338	48
Subscriptions	329	383
Childrens' activities	1,996	4,451
Equipment & books	565	5,420
Speech therapist	-	1,348
Depn of plant & equipment etc.	18,188	13,789
Loss on disposal of fixed assets	-	3,619
	<hr/>	<hr/>
	138,267	140,829
 Support costs		
Governance costs		
Independent examination fee	1,235	1,235
Independent examiner's remuneration for other work	1,357	2,330
	<hr/>	<hr/>
	2,592	3,565
	<hr/>	<hr/>
Total resources expended	349,760	327,168
	<hr/>	<hr/>
Net expenditure	(34,396)	(29,731)
	<hr/> <hr/>	<hr/> <hr/>

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