

# **ALEXANDRA HOUSE CHILDCARE CENTRE (PLYMOUTH) CIO**

## **TRUSTEES ANNUAL REPORT**

CIO Registration number	1180310
Covering the Accounting Year	1 April 2023 to 31 March 2024
Address	20 Crownhill Fort Road Crownhill Plymouth PL6 5BX
Governing Document	CIO Foundation Constitution.
Objects	<p>To advance and enhance the development and education of children by:</p> <ul style="list-style-type: none"><li>i) providing high quality care and education for children primarily below statutory school age living in and around the area of the City of Plymouth including by the provision of appropriate play, education and care facilities, family learning and extended hours groups.</li><li>ii) working in partnership with parents, carers and families to help children learn and develop.</li><li>iii) promoting their care, safety and wellbeing.</li><li>iv) providing services to support them, their carers and families, in a manner that promotes equality and values diversity.</li><li>v) furthering the aims of the Pre-School Learning Alliance.</li></ul>
Trustees	<p>Mr A Older (from 30 Nov 23) Commodore P Waterhouse Royal Navy (until 7 Mar 24) Mr R Davey Miss H Bruty Mr A Jones (from 30 Nov 23)</p>
Appointment of Trustees	<p>The minimum number of trustees allowed by the governing document is three. However, there are currently four trustees. The trustees shall initially be invited, by the Chair to serve for a period of five years. They may be invited to serve for a further period of five years. The appointment shall be ratified at the next Annual General Meeting.</p>

Trustee Induction and Training	New trustees undergo an orientation day to brief them on their legal obligations under charity law, the trustee decision-making processes, the business plan and recent financial performance of the charity. During induction day they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.
Bankers	Not yet appointed
Independent Examiner	Peter Nicholls MBE MAAT 5 Nursery Road Havant Hants PO9 3BG

### **The Activities of the Charity**

The Ministry of Defence owns the freehold of the land on which the building stands. There is a lease between it and the unincorporated Alexandra House charity No 202922. The Ministry of Defence transferred the title deeds of the lease to the CIO on 15 December 2023.

### **Financial Review**

The remaining value of the lease - £357,383 – was transferred to the CIO. The lease has 49 years to run. There were no other financial transactions.

### **Investment Selection Policy**

None held.

### **Reserves Policy**

None held.

### **Risk Assessment**

The Trustees actively review the major risks that the charity faces on a regular basis. In particular those relating to safety and security of staff and children and the financial status of the fund and are satisfied that systems are in place to mitigate any exposure to the major risks. Other risks centre on the change in numbers of children in the area and competition from other preschool facilities, some government funded, in the area. Low level welfare statistics are recorded and procedures are in place to record health and safety, safeguarding and risk factors.

### **Public Benefit Statement**

Alexandra House provides public benefit by advancement of the education of pre-school children. The Trustees confirm that they have paid due regard to the Charity Commission of England and Wales's guidance on public benefit in exercising their powers or duties.

## **Declaration**

I declare in my capacity of charity trustee, that

- the trustees have approved the report above; and
- have authorised me to sign it on their behalf.

*Signed on Original*

Adam Older  
Trustee

27 June 2024

# ALEXANDRA HOUSE CHILDCARE CENTRE (PLYMOUTH) CIO

Number - 1180310

## BALANCE SHEET

31-Mar-24

					<u>31-Mar-23</u>
	Notes				
<i>Fixed Assets</i>					
Leasehold Interest	5 & 1	£ 357,383		£ -	
Investment	5A	<u>£ -</u>		<u>£ -</u>	
		£ -		£ -	
<i>Current Assets</i>					
Debtors	8	£ -		£ -	
Bank Account		<u>£ -</u>		<u>£ -</u>	
Total Current Assets		£ -		£ -	
<i>Less Liabilities</i>					
Creditors (within one year)	9	<u>£ -</u>		<u>£ -</u>	
Net Current Assets			£ -		£ -
<b>Total Assets</b>			<u><u>£ -</u></u>		<u><u>£ -</u></u>
 The Funds of the Charity					
Endowment Funds	5	£ 357,383		£ -	
Unrestricted Funds		<u>£ -</u>		<u>£ -</u>	
		<u><u>£ -</u></u>		<u><u>£ -</u></u>	

Approved  
on behalf of all of the Trustees

*Signed on Original*

A Older  
Trustee  
27 June 2024

# ALEXANDRA HOUSE CHILDCARE CENTRE (PLYMOUTH) CIO

## STATEMENT OF FINANCIAL ACTIVITIES

For 12 months ended 31 March 2024

					Previous Year
Income	Notes	Unrestricted Funds	Endowment Fund	Totals	Totals
Donations		£ -	£ -	£ -	£ -
Charitable Activities		£ -	£ -	£ -	£ -
Other (Transfer of Building Lease)	1	£ -	£ 357,383	£ 357,383	£ -
Investment Income		£ -	£ -	£ -	£ -
Total Income	2	£ -	£ 357,383	£ 357,383	£ -
<b>Expenditure</b>					
Charitable Activities		£ -	£ -	£ -	£ -
Other Costs	5A	£ -	£ -	£ -	£ -
Total Expenditure		£ -	£ 357,383	£ 357,383	£ -
Net Income	3	£ -	£ -	£ -	£ -
Gains (or Losses) on Investments		£ -	£ -	£ -	£ -
Total Funds Brought Forward		£ -	£ -	£ -	£ -
Total Funds Carried Forward		<u>£ -</u>	<u>£ 357,383</u>	<u>£ 357,383</u>	<u>£ -</u>

### Notes to the Accounts

#### Note 1 - Accounting policies

The financial statements are prepared under the historic cost convention (as modified by the revaluation of fixed asset investments) and in accordance with applicable accounting standards: Charities Statement of Recommended Practice 2019 and the provisions of the Charities Acts. Significant policies adopted are:

Incoming resources:

- Donations are included in the Statement of Financial Activities (SOFA) when the fund becomes entitled to the donation or grant and it is reasonably certain that it will be received.
- Incoming resources from fund raising are reported gross in the SOFA
- Intangible income is not included in the accounts.
- The fund receives no unpaid volunteer help, other than work experience students. Staff members may occasionally work without pay when trialling new schemes.

Expenditure and Liabilities are recognised as soon as there is a legal or constructive obligation committing the fund to the expenditure.

Assets -Tangible assets are capitalised if they can be used for more than one year and cost at least £500. They are valued at cost or a reasonable value on receipt. The fund does not have a policy of revaluation. Depreciation is annual at 50% in the first year then 25% over the next two years. The building will be depreciated over the remainder of the lease (49 years).

## Unrestricted Funds

### Note 2 - Income

	12 months to 31 Mar 24		12 mths to 31 Mar 23	
<i>Donations</i>				
Grants	£	-	£	-
Donations	£	-	£	-
		£		£
		-		-
<i>Charitable Activities</i>				
Local Authority Funding	£	-	£	-
Parental Contributions	£	-	£	-
		£		£
		-		-
<i>Other Trading Activities</i>				
Fundraising	£	-	£	-
Sundry Income	£	-	£	-
		£		£
		-		-
<i>Investment Income</i>				
Dividends	£	-	£	-
Bank Interest	£	-	£	-
		£		£
		-		-
Total Income		£		£
		-		-

### Note 3 - Expenditure

<i>Charitable Activities</i>				
Operating Costs				
Wages & National Insurance	£	-	£	-
Pension Contributions	£	-	£	-
Agency Cover	£	-	£	-
Cleaning & Maintenance	£	-	£	-
Gas & Electricity	£	-	£	-
Rent	£	-	£	-
Rates	£	-	£	-
Water	£	-	£	-
Refuse	£	-	£	-
Food	£	-	£	-
Nursery resources	£	-	£	-
Uniform	£	-	£	-
Insurance (incl Trustees)	£	-	£	-
Governance Costs				
Independent Examination fees	£	-	£	-
Support Costs				
Salaries & Wages	£	-	£	-
Support Staff Pensions	£	-	£	-
Staff Training	£	-	£	-
Staff Events & Team days	£	-	£	-
Computing	£	-	£	-
Telephone	£	-	£	-
Office Consumables	£	-	£	-
Advertising	£	-	£	-
Recruitment	£	-	£	-
Licences & Subscriptions	£	-	£	-
Registration Fees	£	-	£	-
Professional Fees	£	-	£	-
Bank & Card Charges	£	-	£	-
Travel	£	-	£	-
		£		£
		-		-
<i>Other Costs</i>				
Leasehold Property		£		£
		-		-
Total Expenditure		£		£
		-		-

**Note 5 - Tangible Fixed Assets - Leasehold Interests - Endowment Fund**

Transferred from Unicorporated Charity	£	357,383
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## Note 5A - Investments

None	£	-
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## Note 6 - Paid Employees

- a. The Charity had no paid employees

## Note 7 - Trustee and Other Related Parties

- a. No expenses or emoluments have been paid to the Trustees
- b. There were no amounts due to or from the Trustees

## Note 8 - Debtors and Prepayments

None

## Note 9 - Creditors and Accruals

None

## Note 10 - Declarations

- a. The Trustees have changed the year end date and the length of this financial year.
- b. There were no operations and as none have started no operations were discontinued.
- c. The fund has no marketable intangible assets
- d. There were no interfund loans outstanding at the balance sheet date.
- e. None of the fund's functional assets have been revalued during the year and the fund does not have a policy of revaluation of these assets.
- f. The fund has no material fixed assets which have not been capitalised and included in the Balance Sheet.