



Meithrinfa
Carnau Cynaf

First Steps
Nursery

First Steps Nursery

**Reports and Accounts
for Year End August 2021
Charity number: 1181057**

First Steps Nursery

Charity Number: 1181057

Trustees Annual report for the year ended 31st August 2021

The trustees present their annual report and financial statements of the charity for the year ended 31st August 2021. The financial statements have been prepared in accordance with the accounting policies set out in note I to the accounts and comply with the charity's trust deed, the Charities Act 2011 and Accounting and the Charities Statement of Recommended Practice (second edition) and Financial Reporting Standard FRS 102.

Objectives, Activities & Achievements

The Charity's object is to advance the development and education of mainly, but not exclusively, pre- school children, by offering appropriate play, education, and care facilities through the medium of Welsh and English and by encouraging parents to understand and provide for the needs of their children.

The Charity provides childcare through the medium of Welsh and English at several different locations throughout Rhondda Cynon Taf and offers a variety of different services from sessional care, wrap-around to full day care.

The charities settings are registered for the Childcare offer and several of them are also ESTYN and Flying Start registered so that children within the community are able to access funded places.

The Charity currently has 10 nurseries located across Rhondda Cynon Taf. It provides quality childcare to children in the local communities providing sessional care, full day care and wrap around service

Risk Policy

The Trustees has considered all major risks and has taken the appropriate action to mitigate these risks. The charity keeps a risk assessment form on all activities.

Trustees

The following served as trustees during the year:

- Sian Mererid Boswell
- Glesni Haf Ayres
- Mari Wyn Roberts

Office Address:

18 Main Road
Tonteg
CF38 1 PN

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Trustees Annual report for the year ended 31st August 2021

Trustees pay

The trustees consider the board of trustees and the chief executive as comprising the key management personnel of the charity in charge of directing and controlling the charity and running and operating the charity on a day-to-day basis.

All trustees give of their time freely and no trustee remuneration was paid in the year. No expenses were paid to the trustees.

Legal Status

The organisation is a Constituted Charitable Incorporated Organisation and is registered with the Charity Commission (Charity number: 1 181057).

Organisational Structure

The day to day running of the charity is the responsibility of its employees, with support from Camau Cyntaf i Ddysgu management, who are experienced in childcare. Major decisions are dealt with at the meetings of the management committee. The members of the management Committee, who constitute the charities trustees, are usually local residence, parents/guardians of past and present children who attend the nursery or someone who has an interest in improving the quality of pre-school education.

Review of the past year

As a result of sustained effort on the part of the trustees, senior management team and charity's employees, the Charity's financial position showed a healthy situation at the balance sheet date.

Reserves Policy

The Charity's policy on reserves is that ideally up to six months reserves are maintained at any one time in the current account. This is sufficient to meet all outstanding expenditure.

The charity, in future, will also create a reserve fund to support future protects such as opening new nurseries or improving the facilities of existing nurseries.

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Trustees Annual report for the year ended 31st August 2021

Trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a Trustees' Annual Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

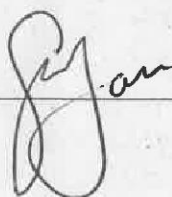
The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

This report was approved by the Trustees on 9/06/2022

Signed on behalf of the Trustees



Sian Mererid Boswell

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Statement of Financial Activities for the year ended 31st August 2021

	Notes	Unrestricted Income £	Restricted Income £	2021 £	2020 £
Income					
Donations	2	4,522	46,216	50,738	129,793
Charitable Activities	3	865,910	-	865,910	718,181
Other Income	4	128,233	-	128,233	61,831
Investment Income	5	27	-	27	37
Total Income		998,692	46,216	1,044,908	909,842
Expenditure					
Cost of Sales	6	42,717	-	42,717	21,741
Employment Costs	6	685,936	-	685,936	492,610
Premises Costs	6	106,827	-	106,827	76,802
General Expenses	6	42,106	-	42,106	28,039
Total Expenditure		877,586		877,586	619,192
Net Movement on Funds		121,106	46,216	167,322	290,650
Opening Balance		162,609	128,041	290,650	-
Closing Balance		283,715	174,257	457,972	290,650

No separate income and expenditure statement has been prepared.

The notes on pages 8 to 11 form a full part of these accounts.

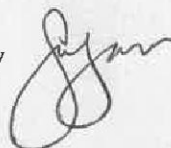
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Balance Sheet as at 31st August 2021

	Notes	2021	2020
		£	£
Fixed Assets	7	31,508	42,011
Current Assets			
Debtors	8	164,727	150,935
Cash in hand and at bank		<u>288,124</u>	<u>103,926</u>
		452,851	254,861
Creditors: amounts falling due within one year	9	<u>(26,387)</u>	<u>(6,222)</u>
Net Current Assests		426,464	248,639
Net assests		<u>457,972</u>	<u>290,650</u>
Capital and reserves			
Unrestricted Funds	10	283,715	162,609
Restricted Funds	11	<u>174,257</u>	<u>128,041</u>
		<u>457,972</u>	<u>290,650</u>

Approved by the Charity on 9/6/2022 and signed on their behalf by



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Statement of Cashflow as at 31st August 2021

	2021	2020
	£	£
Cash Flow from Operating Activities		
Net cash flow provided by operating activities	184,198	103,926
Cash at beginning of year	103,926	-
Cash at end of year	288,124	103,926

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Notes and Accounting Policies

1. Accounting Policies

(a) Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Charities Statement of Recommended Practice (SORP) and FRS 102.

(b) Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

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

The trust constitutes a public benefit entity as defined by FRS 102.

(c) Income

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

(d) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

(e) Fixed assets

First Steps Nursery defines a fixed asset as a purchase or gift which provides ongoing benefit to the charity where the purchase price, including non-recoverable VAT, exceeds £1,000 and items below this value should be treated as an expense. All fixed assets are initially recorded at cost.

(f) Depreciation

Depreciation is calculated to write off the cost of an asset over the useful economic life of that asset

- Improvements: Straight line depreciation over 5 years
- Furniture & Equipment: Straight line depreciation over 5 years

2. Donations

	Unrestricted Income £	Restricted Income £	2021 £	2020 £
Donation on assets from previous run entities (transferred into the charity)	-	46,216	46,216	128,041
Fundraising Income	4,522	-	4,522	1,752
	4,522	46,216	50,738	129,793

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Notes and Accounting Policies (continued)

3 Charitable Activities Income

	Unrestricted Income £	Restricted Income £	2021 £	2020 £
Fees	166,961	-	166,961	53,363
Rhondda Cynon Taf County Borough	660,640	-	660,640	598,526
Grants	38,309	-	38,309	66,292
	<u>865,910</u>		<u>865,910</u>	<u>718,181</u>

4. Other Income

	Unrestricted Income £	Restricted Income £	2021 £	2020 £
Job Retention Scheme	126,774	-	126,774	61,475
Recharged Items	1,166	-	1,166	-
Other	293	-	293	356
	<u>128,233</u>		<u>128,233</u>	<u>61,831</u>

5. Investment Income

	Unrestricted Income £	Restricted Income £	2021 £	2020 £
Bank Interest	27	-	27	37
	<u>27</u>		<u>27</u>	<u>37</u>

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Notes and Accounting Policies (continued)

6. Charitable Expenditure

	2021	2020
Cost of Sales	£	£
General Purchases	42,717	21,741
Employment Costs		
Wages & Salaries	677,279	489,911
Staff Training	3,873	728
Staff Welfare	3,112	1,294
Staff Checks	1,673	677
	<u>685,936</u>	<u>492,610</u>
Premises Costs		
Rent	95,396	68,334
Rates	314	-
Power, Heat & Light	2,864	2,283
Cleaning	8,254	6185
	<u>106,827</u>	<u>76,802</u>
General Administrative Expenses		
Phone & Internet	11,850	4,635
Memberships & Subscriptions	2,121	499
Insurance	1,309	2,423
Repair & Maintenance	3,944	2,976
Health & Safety	646	4,257
Depreciation	10,503	10,503
Advertising	1,263	2,354
Bank Charges	338	83
Bad debt Written Off	44	-
Other Expenses	8,710	309
Motor Expenses	1,378	-
	<u>42,106</u>	<u>28,039</u>

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Notes and Accounting Policies (continued)

7. Tangible Fixed Assets

	Nursery Improvements £	Furniture & Equipment £	Total £
As at 1 September 2020	47,171	9,434	56,605
Additions	-	-	-
As at 31 August 2021	47,171	9,434	56,605
As at 1 September 2020	5,342	1,069	6,411
Depreciation Charge for Year	9,434	1,069	10,503
As at 31 August 2021	14,776	2,138	16,914
Net Book Value Carried Forward	28,303	3,205	31,508
Net Book Value Brought Forward	37,737	4,274	42,011

8. Debtors

	2021 £	2020 £
Staff Loan	6,124	2,805
Grants income due	12,793	25,094
Other Debtors	142,006	70,381
Trade Debtors	6,860	52,655
	167,782	150,935

9. Creditors: Amounts falling due within 1 year

	2021 £	2020 £
Taxation & social security costs	4,468	4,297
Cylch Meithrin Ynysybwl	21,548	1,230
Other	371	695
	26,387	6,222

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Notes and Accounting Policies (continued)

10. Unrestricted Funds

	Balance September 2020	Incoming	Outgoing	Transfers	Balance August 2021
	£	£	£	£	£
General Funds	162,609	998,692	877,586	-	283,715
	162,609	998,692	877,586	-	283,715

11. Restricted Funds

	Balance September 2020	Incoming	Outgoing	Transfers	Balance August 2020
	£	£	£	£	£
Transfer from previous entities	128,041	46,216	-	-	174,257
	128,041	46,216	0	-	174,257

Independent Examiners Statement

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed _____

Date _____