

**Registered CIO Number: 1182980**

**RINGSTEAD ROBINS PRE-SCHOOL**

**RECEIPTS AND PAYMENTS ACCOUNTS**

**FOR THE YEAR ENDING**

**31<sup>st</sup> AUGUST 2021**

## **RINGSTEAD ROBINS PRE-SCHOOL**

### **FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDING 31<sup>st</sup> AUGUST 2021**

Registered CIO Number: 1182980

Address: Institute Buildings, 14 High Street  
Ringstead  
Kettering  
Northants  
NN14 4DA

Trustees: Chair – Rachael Upton – Appointed October'21  
Kim Farden – Appointed October'21  
Tracey Rivett – Appointed October'21  
Loveness Jera – Appointed October'21  
Chelsie Farden – Appointed October'21  
Sarah Morris – Appointed October'21  
Joanna Barnes – Resigned October'21  
Michelle Howes – Resigned October'21  
Laura Buckley – Resigned October'21  
Emma Joyce – Resigned October'21  
Charlotte Sinfield – Resigned October'21  
Victoria Black – Resigned October'21

Bankers: Barclays Bank, Market Street, Kettering

Independent Examiner: Lorraine Scullion MAAT  
17 Peregrine Place  
East Hunsbury  
Northampton  
NN4 0SL

# **RINGSTEAD ROBINS PRE-SCHOOL**

## **FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDING 31<sup>st</sup> AUGUST 2021**

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### **FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDING 31<sup>st</sup> AUGUST 2021**

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#### **Structure, Governance & Management**

Ringstead Robins Pre-School previously had a standard registration with the Charities Commission as Ringstead Playgroup number 1030590. The organisation became a registered CIO on 15<sup>th</sup> April 2019 and is governed by its constitution. Trustees are a mixture of staff / volunteers/parents and appointed as necessary throughout the year when a position becomes available. The potential new trustee is approved by the committee as suitable for the position at a meeting and then subsequently undergoes an induction and DBS check as standard practice.

Ringstead Playgroup was removed from the Charity Commission register on 11<sup>th</sup> October 2019. All assets and liabilities were transferred to the new CIO Ringstead Robins Pre-School on 5<sup>th</sup> September 2019.

#### **Objectives & Activities**

We are committed to providing the highest quality childcare at the lowest possible price, in line with our non profit-making CIO status.

We work hard to ensure that all of the children in our care are have a fulfilling and fun time with us. We understand that, in order for a child to thrive, it is important for them to feel good about themselves, and we place great emphasis on developing their confidence and self esteem. These are qualities that are essential to successful learning.

#### **Public Benefit Statement**

We provide a high quality childcare facility at the lowest possible price. We serve the local village community and surrounding towns and villages. We also work closely with the local school to ensure the transition from pre-school to big school is seamless.



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### **FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDING 31<sup>st</sup> AUGUST 2021**

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#### **Achievements and Performance:**

Our main objective for September was to ensure the setting could continue to open safely in the wake of the COVID 19 pandemic. We have spent vital funds ensuring the setting could be socially distance viable for staff and children alike. We have introduced a gradual start programme where numbers can gradually increase in line with government guidelines.

The majority of children who attend our Pre-school are from word of mouth or have siblings previously attending which is testament to our dedicated staff. We have also maintained a "Good" status from Ofsted.

We have tried this year to limit spending on toys/equipment/cleaning materials in preparation for the additional costs of the contributory pension schemes and rises in national minimum wage. However, we have made some improvements to the setting in addition including continue to refurbish the garden with new fencing, equipment and weeding and general maintenance. We are increasingly concerned regarding the rise in energy rates and are currently trying to secure better rates by moving from British Gas to Valda Energy.

#### **Financial Review:**

We currently have £26,388 in our current account and £1,786 in our fundraising/savings account.

We are working to prepare a budget and forecasting tool for next year to ensure we work to set budgets and can forecast efficiently to build up reserves and maintain current funds.

All fundraising activities are due to restart and ideas were brainstormed at the recent AGM which took place on 21<sup>st</sup> October 2021. A fundraising strategy is now in place for the next financial year. During this meeting the previous trustees resigned officially and new members were recruited.

3 of our employees are auto-enrolled in the NEST pension scheme who fit the criteria.

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**Reserves Policy**

At Ringstead Robins Pre-School we want to ensure that we have sufficient funds in our Working Capital account to enable the day to day running of our setting. We want also to ensure that we have funds available to meet any specific costs should the pre-school have to close.

Levels of cash in Reserves

We aim to hold a level of cash in reserve based on 6 months of our present annual running costs

This amount should cover:

- Redundancy and other costs associated with redundancy
- Short term working capital, to cover fluctuations in receipts and payments or short term reductions in occupancy levels

We will:

- Continue to be pro-active in achieving and maintaining high occupancy levels
- Review level of fees each year

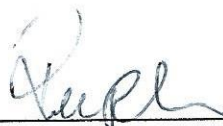
**Plans for the future**

Our main objective is to ensure we can continue to run the setting safely for children and staff alike whilst being financially efficient and ensuring we are providing the very highest level of childcare possible.

At the start of September'21 we had 13 children re-starting which is due to increase after October half term – government guidelines permitting.

We are also devising a recruitment strategy to ensure we can replace the children that will be leaving the setting in July'22 to go to school so our numbers remain stable in September'22 but again this will need to be done in line with what is safe for the setting.

This report was approved by the trustees at a management meeting held on 9<sup>th</sup> December 2021 and signed on their behalf

  
\_\_\_\_\_  
Rachael Upton Chair



I report on the accounts of the Charity for the year ended 31<sup>st</sup> August 2021, which are set out on the attached pages 6 to 8.

**Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act 2011 and section 4(1)(c) of the Charities Act
- Follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act.
- State whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures of the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

**Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect, the requirements:
  - To keep accounting records in accordance with section 130 of the 2011 Act: and
  - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act, with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Lorraine Scullion MAAT  
13<sup>th</sup> December 2021

**RINGSTEAD ROBINS PRE-SCHOOL**

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Registered CIO Number: 1182980

**RECEIPTS AND PAYMENTS ACCOUNT****FOR THE YEAR ENDED 31ST AUGUST 2021****17 Months****15.04.19****31.08.20****Receipts and Payments account**

	Notes	Unrestricted £	Restricted £	31.08.21 Total £	31.08.20 Total £
<b>Receipts</b>					
Grant NCC		48,215.15	-	48,215.15	52,065.69
Fees		13,652.90	-	13,652.90	11,028.80
Donations		-	-	-	50.00
Fundraising		-	-	-	118.37
Interest		1.19	-	1.19	3.37
Other Income		3,301.01	-	3,301.01	15,458.00
<b>Total Receipts for the year</b>		<b>65,170.25</b>	<b>-</b>	<b>65,170.25</b>	<b>78,724.23</b>
<b>Payments</b>					
Employment Costs	1	51,588.82	-	51,588.82	44,073.73
Insurance		-	-	-	686.70
Sancks/Refreshments		98.76	-	98.76	129.29
Toys/Equipment		255.29	-	255.29	497.50
Activities/Materials		825.57	-	825.57	444.77
Admin		1,592.05	-	1,592.05	1,602.55
Cleaning Materials		1,031.44	-	1,031.44	777.80
IT		1,593.97	-	1,593.97	580.71
Fundraising		-	-	-	-
Rent		1,440.00	-	1,440.00	1,320.00
Equipment & Maintenance		3,257.54	-	3,257.54	2,814.15
Utilities		3,951.18	-	3,951.18	3,497.03
Independent Examination		416.25	-	416.25	425.00
Payroll/Pension Charges		918.00	-	918.00	1,195.20
Other Expenses		614.81	-	614.81	279.50
<b>Total payments for the Year</b>		<b>67,583.68</b>	<b>-</b>	<b>67,583.68</b>	<b>58,323.93</b>
<b>Net Receipts / (Payments)</b>		<b>(2,413.43)</b>	<b>-</b>	<b>(2,413.43)</b>	<b>20,400.30</b>
Cash Funds at 01.09.20		30,742.68	-	30,742.68	10,342.38
<b>Cash funds at 31.08.2021</b>		<b>28,329.25</b>	<b>-</b>	<b>28,329.25</b>	<b>30,742.68</b>



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Registered CIO Number: 1182980

**RECEIPTS AND PAYMENTS ACCOUNT****FOR THE YEAR ENDED 31st AUGUST 2021****17 Months****15.04.19 -**

			<b>31.08.21</b>	<b>31.08.20</b>
			<b>Total</b>	<b>Total</b>
			<b>£</b>	<b>£</b>
<b>Employment Costs</b>	<b>1</b>			
Salaries		50,563.86	-	43,451.96
ER Pension		814.96	-	621.77
Training		210.00	-	210.00
		<b>51,588.82</b>	<b>-</b>	<b>44,283.73</b>

There are no employees being paid in excess of £60,000 per annum.

The number of employees during the year was 5

During the year the trustees received no remuneration.

**17 Months****15.04.19 -****STATEMENT OF ASSETS AND LIABILITIES****Assets:****Cash Funds**

			<b>31.08.21</b>	<b>31.08.20</b>
			<b>Total</b>	<b>Total</b>
			<b>£</b>	<b>£</b>
Current Account		26,387.66	-	28,626.79
Business Saver		1,785.72	-	1,909.52
Cash in Hand		155.87	-	206.37
Debtor - Fees		685.28	-	462.18
Prepaid Debtors - Subscriptions		222.39	-	179.51
		<b>29,236.92</b>	<b>-</b>	<b>31,384.37</b>

**Liabilities**

Independent Examination	(405.00)	-	(405.00)	(405.00)
Sundry Creditors	(27.55)	-	(27.55)	(325.14)
	<b>(432.55)</b>	<b>-</b>	<b>(432.55)</b>	<b>(730.14)</b>

Approved by the trustees at a management meeting held on 9th December 2021 and signed

on their behalf:



Rachael Upton

Chair

**RINGSTEAD ROBINS PRE-SCHOOL**  
**For the Period 31st August 2021**

**RECEIPTS AND PAYMENTS ACCOUNT**

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**Accounting Policies**

**Basis of preparation**

The Accounts have been prepared on a Receipts and Payment basis using historical cost conventions, applicable to UK Accounting Standards and Charities Act 2011.

**Funds**

General funds unrestricted funds which are available for use, in furtherance of the general objectives of Ringstead Robins Pre-School, and have not be designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside, for particular purposes. The aim and use of each designated fund is set out in the notes to the Accounts.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised, for particular purposes.

**Income**

Income is brought into account on receivable basis in the year in which it is received.

**Intangible income**

Intangible income in the form of donated facilities and voluntary help etc, is not included in the Accounts since it is not considered practicable to quantify such income.

**Expenditure**

Expenditure is stated inclusive of value added tax, and is brought into account in the period in which it is paid. Costs are allocated to functional headings on the bases of direct costs on a fair and reasonable basis

**Reserve Policy**

Ringstead Robins Pre-School, aim to have adequate reserves to meet known commitments.