



UNAUDITED
TRUSTEES REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021

CATHEDRAL PRE SCHOOL AND PLAYGROUP

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CATHEDRAL PRE SCHOOL AND PLAYGROUP

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY ITS TRUSTEES AND
ADVISERS

FOR THE YEAR ENDED 31ST MARCH 2021

Trustees and Management Committee

Trustees

Clare Nolan Barnes (Chairperson) (May 2020-)

Denise Smith (Treasurer) (May 2020-)

Christine Copsey (Secretary) (May 2020-)

Management Committee

Nancy Nolan Barnes (May 2020-)

Grace Nolan Barnes (May 2020- Jan 2022resigned)

Sarah Froude (Manager)

Emma Williamson

Jill Green (Affiliated)

Charity Registered Number
1189582

Address:
The Social Centre
Balmoral Road
Lancaster
LA1 3BU

Independent Examiner
Donna Nott
26 Avondale Road
Heysham
Morecambe
Lancs LA3 1SR

CATHEDRAL PRE SCHOOL AND PLAYGROUP

TRUSTEE'S REPORT FOR THE YEAR ENDED 31ST MARCH 2021

The trustees submit their annual report and the financial statements of The Cathedral Pre School and Playgroup (the charity) for the year ended 31st March 2021. The Trustees confirm that the annual report and the financial statements comply with the requirements of the Charities Act 2011, the requirements of the charity's governing document and the Charities SORP (FRS102)

Structure, governance and management

Constitution

The charity is constituted under a Constitution reviewed annually and is a registered charity.

Method of appointment or election of Trustees

The strategic management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of Constitution.

Organisational Structure and decision making

The day to day management of the charity is delegated to the Pre School & Playgroup management team, who report to the management committee comprising the Chair, Treasurer and Secretary.

Risk Management

The management committee has undertaken a risk assessment of all activities organised by the Pre School and Playgroup in furtherance of its objectives and of the facilities and this is reviewed on an annual basis.

Objectives and Activities

Policies and objectives

The charity is constituted under a Constitution and is a registered charity no 1189582.

The playgroup aims to provide a service for the local community by providing a happy and relaxed environment for children of any culture and/or ability to learn through play. Children are encouraged by example and teaching to care for and respect not only themselves but also others and their environment.

The Pre School aims to:

- Increase personal confidence and self-esteem;
- Develop the concentration, communication and listening skills of the children;
Broaden their range of experiences and to deepen their levels of understanding;
- Develop their physical abilities.

The Pre School actively promotes creativity and imaginative play and equality of opportunity for everyone. Children are encouraged to feel part of their community by having visitors and visits to local facilities and places of interest in the town. (visits suspended due to Covid Restrictions)

The Pre School maintains a working partnership with parents as it is recognised as being of major value and importance in the education of children. We also encourage each individual child to progress towards the Early Learning Goals as set out by the DfE.

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The Trustees, voluntary management committee and parents, together with the staff, undertake fundraising activities as required and again currently suspended due to Covid restrictions.

Achievements and performance

The Pre School has fulfilled its aims and expectations in providing high quality care and education for pre-school children from the local area.

Once again this has been a stable year for Cathedral Pre School. We have operated under very difficult circumstances throughout the year, followed all Government and County restrictions during lockdown and been open for key workers. We continue to regularly review our fee level, aiming to be the lowest in the area – ensuring that affordable, high quality provision is available to families in Lancaster. The opening times of the Pre-School have been extended from September 2021 to match the school day finishing at 3.30 pm each day except Friday which remains 1.00 p.m.

All significant operational challenges that our staff and management have faced have been discussed with the Trustees in order to develop new and innovative approaches. The system of regular meetings between Trustees and managers is successful and the use of Zoom, email and telephone have been crucial during Covid, for the safety of the staff, trustees and the children. Formal appraisals of staff by management have been maintained during the year.

We are conscious of the financial restraints of some of the families that come to The Cathedral Pre School. When fundraising activities do take place they form part of our on-going approach to encourage greater parental involvement in the pre-school. Other activities related to this include 'stay and play' sessions, Parents open days, Graduation events and a visit from Father Christmas also help parents to participate in the active learning of the group.

We have purchased new learning resources/equipment and provide professional development opportunities for our staff that help ensure we continue to provide a high-quality experience for the families using our services.

Reserves policy

The reserves policy is designed to set aside designated funds to ensure that we can properly mitigate specific risks, namely, the legal liability to return the site to its original condition at the end of our lease term, one term's operating costs if funding was removed and to ensure that we could meet any financial responsibilities should we be forced to close and make staff redundant

Even with these designated funds we remain in a healthy financial position (March 2021) but have yet again benefited from lowered rent (£10 per hour).

Future developments

Issues regarding funding for the following 2 years remains at a critical level, The Trustees are monitoring the situation closely and continue to mitigate any risk. Changes to childcare policy may also require changes to the playgroup. Trustees and Management continue to plan for these c

CATHEDRAL PRE SCHOOL AND PLAYGROUP

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Trustees' responsibilities

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations. Charity law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and the Charities SORP (FRS102). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent; • prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and Charities SORP (FRS102). They are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on

3/02/22

and signed on its behalf by:

C Copsey
Christine Copsey
3/02/22

MBarnes

04.02.22

CATHEDRAL HALL GROUP
Balance Sheet
April 2020 - March 2021

Cash at Bank		
31/3/20 ✓	18,713.26	/ Salaries - 49,448.36
L.C.C.		Rent - / 9,442.50
Funding ✓	80,076.92	Tax & Nat Ins - / 1,926.75
Fees &		Ofsted req - / 35.00
monies recd ✓	177.00	Equipment - / 992.93
		Course Fees - ✓ 315.00
		cash at
		Bank 31/3/21
£98,967.18		36,606.64
✓ £98,967.18		✓ £98,967.18

Copsey -
COPSEY
5/01/22

Junorah
28/01/2022.
NBarnes
N. NOLAN - BARNES
28-01-2021

CATHEDRAL PRE SCHOOL AND PLAYGROUP

CHARITY COMMISSION		Independent examiner's report on the accounts	
Report to the trustees/ members of	The Cathedral Preschool and Playgroup.		
On accounts for the year ended	March 2021.		
Set out on pages	over leaf		
Responsibilities and basis of report	<p>I report to the trustees on my examination of the accounts for the year ended:</p> <p>As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").</p> <p>I report in respect of my examination of the Trust's accounts carried out under s145 of the Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under s145(5)(b) of the Act.</p>		
Independent examiner's statement	<p>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:</p> <ul style="list-style-type: none">• accounting records were not kept in accordance with section 130 of the Act; or• the accounts do not accord with the accounting records. <p>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.</p>		
Signed:			Date: 28/01/2022
Name:	DONNA NOTT		
Relevant professional qualification(s) or body (if any):			
Address:	26 AVONDALE ROAD HEYHAM MORECAMBE LANCS LA3 1SR.		
Trustee:	Christine Copsey CHRISTINE COPSEY 28/01/22		Nancy Nolan-Barne NANCY NOLAN-BARNE 28.01.2022

INDEPENDENT EXAMINERS REPORT
FOR THE YEAR ENDED 31ST March 2021

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/members for the year ended 31st March 2021 on the accounts set out above.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts, and they consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to :

- examine the accounts (under section 145 of the 2011 Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and ☐ state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 in the accounts, and seeking explanations from the 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 next statement.

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

have 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.

Signed: Donna Nott

Dated: 28/01/2022

CATHEDRAL PRE SCHOOL AND PLAYGROUP

CATHEDRAL PRE SCHOOL AND PLAYGROUP

Trustee

Copsey CHRISTINE CORSEY 3/02/22

N Barnes NANCY NOLAN - BARNES. 04-02-22.

The notes on pages 7 to 9 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st March 2021

ACCOUNTING POLICIES

Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP) FRS102.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Resources expended

All expenditure is accounted for on an income & expenditure basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Tangible fixed assets and depreciation

All assets, or groupings of assets, costing more than £1,000 are capitalised.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Equipment - 25% straight line.

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity or a related entity. No trustee expenses have been incurred. No employees received employee benefits of more than £60,000.