

LITTLE FISHES PRE-SCHOOL, BRACKLEY

(Brackley Baptist Church, Waynflete Close, Brackley, Northants, NN13 6AE)

FINANCIAL STATEMENT FOR THE YEAR ENDED 31 AUGUST 2023

GENERAL FUND RECEIPTS & PAYMENTS ACCOUNT		<i>Note</i>	2022-23	2021-22
Receipts:				
Main income - fees	2		12,851.85	7,334.73
Main income - NCC / WNC child funding	3		36,168.48	69,695.67
Main income - NCC / WNC additional funding	4		0.00	0.00
Supplementary income	5		435.82	154.69
Transfers from other funds	6		3,685.87	1,273.16
			<u>53,142.02</u>	<u>78,458.25</u>
Payments:				
Staff costs	7		48,961.92	59,875.08
Running costs	8		2,879.81	3,626.24
Depreciation of fixed assets	9		0.00	0.00
Other expenditure	10		1,030.02	761.00
Transfers to other funds	11		270.27	13,627.50
			<u>53,142.02</u>	<u>77,889.82</u>
Surplus (Deficit) for the year			0.00	568.43
Balance brought forward			<u>11,168.02</u>	<u>10,599.59</u>
Balance carried forward			<u>11,168.02</u>	<u>11,168.02</u>
DEEL FUND RECEIPTS AND PAYMENTS ACCOUNT		<i>Note</i>	2022-23	2021-22
		12		
Receipts:				
Received from NCC / WNC			0.00	0.00
			<u>0.00</u>	<u>0.00</u>
Payments:				
Cheques and other payments			0.00	0.00
			<u>0.00</u>	<u>0.00</u>
Surplus (Deficit) for the year			0.00	0.00
Balance brought forward			<u>763.36</u>	<u>763.36</u>
Balance carried forward			<u>763.36</u>	<u>763.36</u>
DEFICIT RESERVE FUND RECEIPTS AND PAYMENTS ACCOUNT		<i>Note</i>	2022-23	2021-22
		13		
Receipts:				
Transfer from General Fund			0.00	13,000.00
			<u>0.00</u>	<u>13,000.00</u>
Payments:				
Transfer to General Fund			0.00	0.00
			<u>0.00</u>	<u>0.00</u>
Surplus (Deficit) for the year			0.00	13,000.00
Balance brought forward			<u>18,000.00</u>	<u>5,000.00</u>
Balance carried forward			<u>18,000.00</u>	<u>18,000.00</u>

FOREST SCHOOL FUND RECEIPTS AND PAYMENTSNote
14

	2022-23	2021-22
Receipts:		
Transfer from General Fund	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
Payments:		
Cheques and other payments	0.00	0.00
Transfer to General Fund	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
Surplus (Deficit) for the year	0.00	0.00
Balance brought forward	249.90	249.90
Balance carried forward	<u>249.90</u>	<u>249.90</u>

NCC GRANT RESERVE FUND RECEIPTS AND PAYMENTS ACCOUNTNote
16

	2022-23	2021-22
Receipts:		
Transfer from General Fund	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
Payments:		
Transfer to General Fund	1,000.00	1,000.00
	<u>1,000.00</u>	<u>1,000.00</u>
Surplus (Deficit) for the year	(1,000)	(1,000)
Balance brought forward	5,000.00	6,000.00
Balance carried forward	<u>4,000.00</u>	<u>5,000.00</u>

PAYE LIABILITY FUND RECEIPTS AND PAYMENTS ACCOUNTNote
17

	2022-23	2021-22
Receipts:		
Transfers from (to) General Fund	1,563.73	2,050.17
	<u>1,563.73</u>	<u>2,050.17</u>
Payments:		
Payments to (refund from) HMRC	1,510.91	1,760.69
	<u>1,510.91</u>	<u>1,760.69</u>
Surplus (Deficit) for the year	52.82	289.48
Balance brought forward	338.38	48.90
Balance carried forward	<u>391.20</u>	<u>338.38</u>

REDUNDANCY RESERVE FUND RECEIPTS AND PAYMENTS ACCOUNT

Note

18

	2022-23	2021-22
Receipts:		
Transfer from General Fund	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
Payments:		
Transfer to General Fund	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
Surplus (Deficit) for the year	0.00	0.00
Balance brought forward	<u>9,000.00</u>	<u>9,000.00</u>
Balance carried forward	<u>9,000.00</u>	<u>9,000.00</u>

REGISTRATION DEPOSIT FUND RECEIPTS AND PAYMENTS ACCOUNT

Note

19

	2022-23	2021-22
Receipts:		
Received from parents / carers	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
Payments:		
Transfer to General Fund	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
Surplus (Deficit) for the year	0.00	0.00
Balance brought forward	<u>0.00</u>	<u>0.00</u>
Balance carried forward	<u>0.00</u>	<u>0.00</u>

SEND FUND RECEIPTS AND PAYMENTS ACCOUNT

Note

20

	2022-23	2021-22
Receipts:		
Received from NCC	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
Payments:		
Cheques and other payments	0.00	0.00
Transfer to General Fund	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
Surplus (Deficit) for the year	0.00	0.00
Balance brought forward	<u>115.25</u>	<u>115.25</u>
Balance carried forward	<u>115.25</u>	<u>115.25</u>

SPECIAL DONATIONS AND FUND-RAISING RECEIPTS AND PAYMENTS ACCOUNT

Note

21

	2022-23	2021-22
Receipts:		
Donations and fund-raising	1,585.53	484.53
Transfers from General Fund	0.00	0.00
	<u>1,585.53</u>	<u>484.53</u>
Payments:		
Cheques and other payments (re Beer Festival costs)	89.76	0.00
Transfer to General Fund	0.00	0.00
	<u>89.76</u>	<u>0.00</u>
Surplus (Deficit) for the year	1,495.77	484.53
Balance brought forward	<u>4,278.72</u>	<u>3,794.19</u>
Balance carried forward	<u>5,774.49</u>	<u>4,278.72</u>

TEMPEST PHOTOGRAPHY RECEIPTS AND PAYMENTS ACCOUNT

	Note 22	2022-23	2021-22
Receipts:			
Received from parents / carers		0.00	0.00
		<u>0.00</u>	<u>0.00</u>
Payments:			
Payment to Tempest Photography		0.00	0.00
Transfer to General Fund		0.00	0.00
		<u>0.00</u>	<u>0.00</u>
Surplus (Deficit) for the year		0.00	0.00
Balance brought forward		0.00	0.00
Balance carried forward		<u>0.00</u>	<u>0.00</u>

EARLY YEARS PUPIL PREMIUM (EYPP) FUND RECEIPTS AND PAYMENTS ACCOUNT

	Note 24	2022-23	2021-22
Receipts:			
Received from WNC (transferred from General Fund)		270.27	627.50
		<u>270.27</u>	<u>627.50</u>
Payments:			
Cheques and other payments		79.46	649.03
		<u>79.46</u>	<u>649.03</u>
Surplus (Deficit) for the year		190.81	(21.53)
Balance brought forward		328.06	349.59
Balance carried forward		<u>518.87</u>	<u>328.06</u>

DISABILITY ACCESS FUND (DAF) FUND RECEIPTS AND PAYMENTS ACCOUNT

	Note 25	2022-23	2021-22
Receipts:			
Received from NCC (transferred from General Fund)		0.00	0.00
		<u>0.00</u>	<u>0.00</u>
Payments:			
Cheques and other payments		0.00	600.61
		<u>0.00</u>	<u>600.61</u>
Surplus (Deficit) for the year		0.00	-600.61
Balance brought forward		14.39	615.00
Balance carried forward		<u>14.39</u>	<u>14.39</u>

SPONSOR MONEY FUND

	Note	2022-23	2021-22
Receipts:			
Received by Fund Raising		0.00	923.00
		<u>0.00</u>	<u>923.00</u>
Payments:			
Payments		226.95	589.31
		<u>226.95</u>	<u>589.31</u>
Surplus (Deficit) for the year		-226.95	333.69
Balance brought forward		333.69	0.00
Balance carried forward		<u>106.74</u>	<u>333.69</u>

CHILDREN IN NEED FUND

	Note	2022-23	2021-22
Receipts:			
Received by Fund Raising		0.00	0.00
		<u>0.00</u>	<u>0.00</u>
Payments:			
Payment to Children in Need		0.00	0.00
		<u>0.00</u>	<u>0.00</u>
Surplus (Deficit) for the year		0.00	0.00
Balance brought forward		<u>0.00</u>	<u>0.00</u>
Balance carried forward		<u>0.00</u>	<u>0.00</u>

OUTSIDE SHELTER FUND

	Note	2022-23	2021-22
	26		
Receipts:			
Received by Transfer from Main Fund		0.00	0.00
		<u>0.00</u>	<u>0.00</u>
Payments:			
Cheques and other payments		1,000.00	0.00
		<u>1,000.00</u>	<u>0.00</u>
Surplus (Deficit) for the year		-1,000.00	0.00
Balance brought forward		<u>3,149.46</u>	<u>3,149.46</u>
Balance carried forward		<u>2,149.46</u>	<u>3,149.46</u>

STATEMENT OF ASSETS AND LIABILITIES AT 31 AUGUST 2023

	Note	2022-2023	2021-2022
ASSETS:			
Fixed assets		0.00	0.00
Current assets			
Bank Current Account Barclays		0.00	5,249.08
Bank Current Account Lloyds		4,338.80	23,351.94
Outstanding credits (debits)		0	(1000)
Lloyds Fixed Term Deposit Acc		36,376.03	
Lloyds LFPS Interest Account		9,035.47	
Net balance		<u>49,750.30</u>	27,601.02
Bank Deposit Account Barclays		0.00	25,132.43
Outstanding credits (debits)		<u>0.00</u>	<u>0.00</u>
Net balance		0.00	25,132.43
Petty cash		42.46	5.78
		<u>49,792.76</u>	<u>52,739.23</u>

REPRESENTING BALANCES ON THE FOLLOWING ACCOUNTS:

General Account		11,168.02	11,168.02
DAF		14.39	14.39
DEEL	12	763.36	763.36
Deficit reserve	13	15,541.08	18,000.00
Forest school reserve	14	249.90	249.90
NCC grant reserve	16	4,000.00	5,000.00
PAYE liability	17	391.20	338.38
Redundancy reserve	18	9,000.00	9,000.00
SEND reserve	20	115.25	115.25
Special donations and fund-raising	21	5,774.49	4,278.72
EYPP (Early Years Pupil Premium)	24	518.87	328.06
Outside Shelter Fund	25	2,149.46	3,149.46
Sponsor Money Fund		106.74	333.69
		<u>49,792.76</u>	<u>52,739.23</u>

NOTES TO THE FINANCIAL STATEMENT FOR THE YEAR ENDED 31 AUGUST 2023

1 Basis of Accounts: these accounts have been prepared on a 'receipts and payments' basis.

2 Fees are payable by parents or carers for children who do not qualify for funding from West Northamptonshire Council (WNC) (previously Northamptonshire County Council (NCC)).
The cost per three hour session is £13.00. In exceptional cases of hardship Brackley Baptist Church will assist with the payment of fees.

3 WNC pays for children who have reached age 3 by the beginning of the term in question. In addition, they will fund 2-year olds where the family is in receipt of certain benefits. We received a rate £12.90 per session for those aged at least 3.

4 There was no additional funding from WNC this year.

	Note	2022-23	2021-22
5	Supplementary income		
	Bank interest	429.82	3.78
	Lunch club	0.00	0.00
	Photography commission	0.00	0.00
	Miscellaneous income	0.00	136.08
	Donations	6.00	14.83
		<u>435.82</u>	<u>154.69</u>
6	Transfers into General Fund		
	From NCC Grant Reserve	1,000.00	1,000.00
	From Special Donations and Fund-raising	226.95	273.16
	From SEND Reserve	0.00	0.00
	From Deficit Reserve	2,458.92	0.00
		<u>3,685.87</u>	<u>1,273.16</u>
7	Staff costs		
	Employees' salaries (net)	36,322.93	43,958.60
	Employees' salaries (gross)		44,431.07
	Employees' salaries (refunded via the HMRC Job Retention Scheme)		(472.47)
	Administration	5,474.54	5,000.98
	Folder work (and Transition)	122.00	33.84
	Learning & development summaries	10.27	8.04
	Occasional cover	5,245.16	2,317.90
	Planning and team meetings	332.18	616.48
	Seasonal gifts	23.75	165.16
	SEN costs	31.35	37.15
	Sickness cover	0.00	0.00
	Temporary staff wages	0.00	6,704.25
	Training costs	405.35	365.10
	Travel costs	0.00	0.00
	Uniforms and badges	0.00	0.00
	Employer Pension Costs	994.39	667.58
		<u>48,961.92</u>	<u>59,875.08</u>
8	Running costs		
	Donations to church for use of premises	1,000.00	1,000.00
	Cleaning costs	86.23	237.49
	Consumables (inc stationery, pens, craft items etc)	631.28	702.57
	Insurance premium and PLA membership	0.00	732.56
	Ofsted fee and DBS/CRB checks	73.00	35.00
	Photographs	0.00	0.00
	Refuse bin collection	390.00	390.00
	Subscriptions	0.00	0.00
	Toys / equipment / books etc	552.72	528.62
	Visitors to pre-school	146.58	0.00
		<u>2,879.81</u>	<u>3,626.24</u>
9	Depreciation		
	All items previously written off	Depreciation 0.00 Value 31.8.23 0.00	Depreciation 0.00 Value 31.8.22 0.00
10	Other expenditure		
	Advertising and promotion	0.00	0.00
	Visit of Magician (in lieu of Annual Pre-school Trip)	170.00	170.00
	Computer and internet expenses	64.78	208.59
	End of term gifts for children	267.31	60.91
	Miscellaneous costs	527.93	321.50
		<u>1,030.02</u>	<u>761.00</u>

NOTES TO THE FINANCIAL STATEMENT FOR THE YEAR ENDED 31 AUGUST 2023 (Continued)

11	Transfers to other funds		
	To Deficit (reserve) fund	0.00	13,000.00
	To NCC grant reserve fund	0.00	0.00
	To Redundancy Reserve Fund	0.00	0.00
	To EYPP fund	270.27	627.50
	To DAF Fund	0.00	0.00
	To Outside Shelter Fund	0.00	0.00
		<u>270.27</u>	<u>13,627.50</u>

12 The DEEL fund holds money given by NCC for Developing and Enhancing Early Language.

13 The Deficit Reserve Fund was established to ensure money is available to allow us to retain the core staff in the event of a short period during which expenditure exceeds income. This is most likely to occur when there is a drop in the number of children attending following a large number going to primary school. Nearly all the surplus (£13K) from 2021-22 was transferred into the Deficit reserve fund, to offset the anticipated budgetary deficit for 2022-23. A deficit of £2,458.92 is reported in 2022-23, and this is taken from the Deficit Reserve fund to achieve the reported break even for the year

14 The Forest School Fund was set up to hold the balance of money from an NCC grant after paying for Forest School training and associated costs. This fund will be available to meet Forest School expenses in the future.

15 Historically the fund entitled Funding for Next Year was used to hold the money received in August. This no longer happens and the Fund is no longer used.

16 The NCC grant reserve fund has been established to provide funds in the event of having to repay part of the grant received from NCC in 2010 which made possible the improvements to the premises. Repayment might arise if the pre-school closed before 2026 except for reasons beyond its control. Now that the Pre-School is operating as a Charitable Incorporated Organisation all the assets and liabilities have been transferred to the new organisation. This has been reduced by £1,000 for the past year.

17 The PAYE Fund holds money relating to tax and National Insurance contributions due to HMRC. Payment is made to HMRC quarterly in January, April, July and October. Negative amounts relate to tax refunds.

18 The Redundancy Reserve Fund was established to hold money to be available in the event of having to make redundancy payments to staff.

19 The Registration Deposit Fund is no longer used

20 The SEND Fund holds money received from NCC when a previous manager became a Senior Special Educational Needs Co-ordinator and was helping other settings. The balance will be used exclusively to help children who have Special Educational Needs and Disabilities.

21 Special donations and money obtained from fund-raising events go into this fund to meet expenditure outside the normal budget. However some of the regular fund raising events were impacted by COVID-19:

Donation from organisers of Brackley Beer Festival	1,070.00
Santa Run	431.78
Brackley Fireworks	83.75
	<u>1,585.53</u>

22 The Tempest Photography Fund has been set up to receive money from parents / carers who have ordered photos taken at a session at the pre-school. After paying Tempest Photography, the balance is retained as commission and transferred to the General Fund. Photos were not taken in 2021-22 or 2022-23.

23 Instead of the annual pre-school trip a magician visited the Pre-School.

24 The Early Years Pupil Premium (EYPP) is additional funding for Early Years providers to help them improve the education they provide for disadvantaged 3 and 4 year-olds.

25 The Disability access fund was set up in 2018/19 to record monies used to support children where NCC provide funds for this purpose

26 The Outside Shelter Fund was set up at the end of August 2021 so that the surplus for the year could be transferred into the Fund for the future provision of an outside shelter for the children

27 In 2021-22, the children were asked to raise Sponsor Money during the February half term, with a view to using the money to purchase items to improve the outside resources. An amazing sum of £923 was raised.

28 The Insurance and PLA membership fees were delayed as the EYA set up a new Direct Debit. Hence these costs were not collected in 2022-2023, but two sets of costs will be paid next year.

These accounts and statement of assets and liabilities set out on pages 1 through 7 relating to the year ended 31 AUGUST 2023 have been prepared by me and are a true reflection of the financial affairs of the pre-school.

Signed: *I Timmis*
Date: 6/12/23

Ian Timmis - Honorary Pre-school Treasurer

REPORT OF THE INDEPENDENT EXAMINER

I have examined the receipts and payments accounts and statement of assets and liabilities of Little Fishes Pre-school, Brackley set out on pages 1 through 7 relating to the year ending 31 AUGUST 2023

This examination did not extend to a comprehensive audit of such accounts or statement.

I confirm that the accounts and statement accord with the accounting records of the pre-school and am not aware of any matter to which attention needs to be drawn in order to obtain a proper understanding of the accounts.

Signed: *R. Lewry*
Date: 17/12/2023

Name: Roger Lewry

Little Fishes Pre-School (Brackley)

Chairmans Report January 2023 to January 2024

The Trustees

Denise Smith (Chair); Peter Kidger (Secretary);

Ian Timmis (Treasurer);

Pat Cory; Yasmeen Epps;

During the year both formal and informal meetings, including coffee and chat sessions with parents/carers have taken place. These are important opportunities for conversations to happen with staff and are appreciated by both parties. The preschool continues to receive much positive feedback for the love, care and support shown to families.

Professional development for staff is continually ongoing as individuals complete a variety of courses such as first aid and safeguarding and supervisions meetings have taken place as required by the EYFS.

An Early Years advisor from West Northants Council visited early in the summer term and was very positive about the setting. The staff and trustees were very encouraged by her feedback.

Seasonal celebrations such as Nativity plays, Easter Egg hunts and special events such as Coronation Day, an open afternoon and magician's visit were fun times which were enjoyed by all. The staff and trustees are also grateful to the adults who come to the setting to play music, sing or demonstrate martial arts with the children. These visits enhance the broad and rich curriculum and learning experiences for the children.

During the Summer break in 2023 the outdoor shelter was constructed and completed, with grateful thanks to John McCree who managed the project from start to finish. It is a huge asset enabling some activities to take place outside in inclement weather. However, the outdoor surface is deteriorating and requires attention.

The Autumn term 2023 was a busy time with demand for places increasing. The trustees were delighted to welcome Karen Thomas back to the staff team and we appreciate the experience and enthusiasm she brings with her. Some children are presenting with challenging behaviours and changes have been made and strategies put in place to help with this. Denise and Pat have offered to be available for 'stand in' cover as and when required.

The pre-school heating boiler was at the end of its life and replaced in November. Thanks go to Ian for organising and managing this installation.

The expected Ofsted inspection took place during the first week of December with a very positive outcome with the inspector rating the setting as good in all areas

During this term the preschool received donations from Brackley Beer Festival and Brackley Round Table Santa Run and made a donation to the church.

We are grateful to Brackley Baptist church for the continued financial support, including provision of the premises and heating and lighting as well as cleaning costs. Also to the Deacons fund for supporting a family with hardship needs.

Our very grateful thanks go to Nicky and the staff team for their tireless hard work, flexibility and commitment to the ongoing success of Little Fishes pre-school.