

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE PERIOD 01.04.2022-31.08.2023
FOR
TISBURY PRE-SCHOOL CIO**

TISBURY PRE-SCHOOL CIO
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for the period 01.04.2022-31.08.2023

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TISBURY PRE-SCHOOL CIO

**CONTENTS OF THE FINANCIAL STATEMENTS
for the period 01.04.2022-31.08.2023**

TRUSTEES:	Joanne Hamilton (Chair) Sarah Nicholls (Chair) Carol Wootton (Chair from February 2023) Rebecca Murray (Treasurer and Secretary) Amanda Burford Paula Elizabeth Balogun Elizabeth Jones Amy Sutcliffe Emily Finn
CHARITY OFFICES:	The Nadder Centre Weaveland Road Tisbury Salisbury SP3 6HJ
CHARITY NUMBER:	1193632
INDEPENDENT EXAMINER:	EP Services Ltd t/a EP Tax 2D-2E Fitz Gilbert Court Castledown Business Park Ludgershall Wiltshire SP11 9FA

TISBURY PRE-SCHOOL CIO

CONTENTS OF THE FINANCIAL STATEMENTS
for the period 01.04.2022-31.08.2023

INTRODUCTION

CHAIRPERSON'S REPORT

We had a good year with the number of children attending increasing throughout the year. Our Finance and Admin Manager, Debra Simpson joined us in December 2022. In addition, we have appointed a new Deputy Play Leader, Amy Ingram, who starts in September following Lisa Dunville's resignation.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution, Objects and Policies

This organisation is a Charitable Incorporated Organisation (CIO). The Board of Trustees is made up of parents of children attending the setting and two co-opted trustees.

The charity works for the public benefit having as its objects to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

Trustee Induction and Training

New trustees are provided with: the NCVO Good Trustee Guide, the Charity's Charter, Minutes of the last Trustees meeting, latest accounts, risk assessments, forecast of finances throughout the year and the business plan. The Chair of Trustees and the manager of the setting both invite the new Trustee to meet them for an induction.

Risk Management

The Management Committee has conducted a review of the major risks to which the charity is exposed. The major risks to the charity are risk of loss of facilities, income changes due to fluctuation in numbers on role and inflationary effects on expenditure. The setting must keep in line with wage increases such as the National minimum wage and National living wage. Given the rural nature of the charity's location there is also a risk that we cannot employ sufficient qualified staff to meet required ratios.

ACHIEVEMENTS AND PERFORMANCE

1. We have continued to provide high quality childcare for 2-5 year olds in the community.
2. We have been able to meet our costs.

Public benefit

The trustees have given due regard to the Charity Commission's guidance on reporting public benefit when planning the charity's activities, in accordance with sections G2 and G3 of the Charity Commission's General Guidance on Public Benefit (January 2008).

Our charitable activity is the provision of childcare for children aged 2-5 years in the community and we follow EYFS guidance.

FINANCIAL REVIEW

The pre-school is run on a non-profit-making self-financing basis.

88% of the nursery income comes from Wiltshire County Council for the provision of free entitlement and inclusion funding. The second largest source of income was from parents/carers to cover fees, school trips and uniform.

As the nursery benefits from relatively low overheads, the largest day-to-day expense to the nursery is staff payroll costs.

The Charity bank accounts were maintained by the preschool administrator, overseen by the Trustees and the

TISBURY PRE-SCHOOL CIO

REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF TISBURY PRE-SCHOOL

I have examined the financial statements of **TISBURY PRE-SCHOOL CIO** for the period 01.04.2022-31.08.2023 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to 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 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 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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

Tarla Knight
EP Services Ltd t/a EP Tax
2D-2E Fitz Gilbert Court
Castledown Business Park
Ludgershall
Wiltshire
SP11 9FA

Dated:

TISBURY PRE-SCHOOL CIO

**STATEMENT OF FINANCIAL ACTIVITIES
for the period 01.04.2022-31.08.2023**

	Notes	01.04.2022 – 31.08.2023			31.03.2022
INCOME & EXPENDITURE		£ Unrestricted	£ Restricted	£ Total	£ Total
INCOMING RESOURCES					
Incoming resources from generated funds:					
Voluntary income					
Grants and donations		-	-	-	-
Activities for generating funds					
Fundraising		-	-	-	-
Incoming resources from charitable Activities:					
Attendance fees	2	98,251	-	98,251	13,738
Sundry income		754	-	754	18
Other incoming resources (incl. Fundraising)		1,562		1,562	
Total incoming resources		100,567		100,567	13,756
RESOURCES EXPENDED					
Charitable activities					
Operating costs	3	119,038		119,038	16,233
Governance costs	4	1,530		1,530	1,128
Total resources expended		120,568		120,568	17,361
NET INCOMING/(OUTGOING) RESOURCES		(20,001)		(20,001)	(3,605)
Total funds brought forward at 31.03.2022		62,052	357	62,409	66,014
TOTAL FUNDS CARRIED FORWARD AT 31.08.2023		42,051	357	42,408	62,409

The Statement of Financial Activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

The notes form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS
for the period 01.04.2022-31.08.2023**

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the Charities Act 2011 on the historical cost convention, except investment assets that are carried at market value. The financial statements are prepared in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting and Reporting by Charities: Charities SORP 2016 FRS102.

The Charity has taken advantage of the exemption in Financial Reporting Standard 1 from the requirement to produce a Cashflow Statement on the grounds that it qualifies as a small charity.

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.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

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. Such income is only deferred when the donor specifies that the grant or donation must only be used in future accounting periods or when the donor has imposed conditions which must be met before the charity has unconditional entitlement. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

Gifts in kind donated for distribution are included at valuation and recognized as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified, and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

Tangible fixed assets

Expenditure on fixed assets is capitalised except for expenditure incurred on the replacement of assets of low value with a short life. Repair, renovation, and replacement expenditure is written off as expenditure in the Statement of Financial Activities. The cost of fixed assets is their purchase cost, together with any incidental costs of acquisition. Expenditure incurred on play equipment is treated as a revenue expense as although some of the equipment may be of a higher value it has a short life due to the extensive use that it receives from the children.

Income and funds policy

Voluntary income and donations are accounted for as received by the Charity.

Value added tax

Value added tax is not recoverable by the Charity, and as such is included in the relevant costs in the Statement of Financial Activities.

Governance costs

Governance costs include all expenditure which is not directly related to the charitable activity. This includes accountancy fees and trustees meeting expenses.

TISBURY PRE-SCHOOL CIO

**NOTES TO THE FINANCIAL STATEMENTS
for the period 01.04.2022-31.08.2023**

ACCOUNTING POLICIES continued

2. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted		Restricted	
	01.04.2022 – 31.08.2023			31.03.2022
	£	£	£	£
Attendance Fees	9,517	-	9,517	1,695
Wiltshire County Council	88,734	-	88,734	12,043
	98,251	-	98,251	13,738

3. ANALYSIS OF TOTAL RESOURCES EXPENDED

	01.04.2022 – 31.08.2023	31.03.2022
	Cost	Cost
	£	£
Staff Wages + Pension 5	100,337	12,376
Staff Training and welfare	1,954	723
Equipment	901	275
Rent and Rates + Premises	4,825	1,544
Consultancy, memberships and subs	316	-
Insurance	798	-
Advertising	380	-
Consumables	2,212	203
Telephone & Broadband	1,269	241
Printing, Postage & Stationary	180	37
Website and IT	905	-
Sundry/Miscellaneous	687	25
Cleaning	471	
Depreciation	3,580	809
Travel	223	
	119,038	16,233

4. GOVERNANCE COSTS

This is stated after charging:

	01.04.2022 – 31.08.2023	31.03.2022
	£	£
Accountancy Fees	1,530	595

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**NOTES TO THE FINANCIAL STATEMENTS
for the period 01.04.2022-31.08.2023**

5. STAFF COSTS

Any remuneration or reimbursed expenses paid to Trustees, or persons closely connected with them, in the period have been checked. No employee received a salary in excess of £60,000 in the current or previous years.

6. FIXED ASSETS

	Equipment
<u>Cost/Value</u>	
At 10 January 2022	22,599
Additions	-
Disposals	-
At 31st March 2022	22,599
<u>Depreciation</u>	
At 10 January 2022	16,146
Charge for year	3,580
Disposals	-
At 31st March 2022	19,726
<u>Net Book Value</u>	
At 10 January 2022	6,453
At 31st March 2022	2,873

Depreciation is charged in the accounts at 25% on cost for Equipment purchased and charges at 20% on cost for Website Development.

7. DEBTORS: AMOUNTS DUE WITHIN ONE YEAR

	01.04.2022 – 31.08.2023	31.03.2022
	£	£
PAYE and National Insurance	-	115
Wages Payable	190	
	190	115

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	01.04.2022 – 31.08.2023	31.03.2022
	£	£
PAYE and national insurance	-	-
Pension Contributions	169	-
Net Wages	-	-
Other creditors and accruals	-	-
Accruals	1,530	1,530
	1,530	1,530
	1,699	1,503

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**CONTENTS OF THE FINANCIAL STATEMENTS
for the period 01.04.2022-31.08.2023**

Charity Accountants (EP Tax).

At the end of the year the total Charity bank balance was £40,907. The balance of Petty Cash was £137.

At the end of the year there was a discrepancy with the wages payable balance due to over and underpayments to employees totalling £190, this is currently being investigated and will be corrected in the next set of accounts.

Reserves Policy

The Charity reserves policy is to hold in reserves three months operating costs. These reserves are required in case of redundancy, a location move or other unforeseen circumstances.

Responsibilities of the Trustees

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year.

In preparing those financial statements, the trustees are required to,

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- 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 which 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 applicable law and regulations. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

ON BEHALF OF THE TRUSTEES:

A. Burford
.....

- TRUSTEE

R. Murray
.....

- TRUSTEE

Dated: *6th Sept. 2024*
.....

TISBURY PRE-SCHOOL CIO

STATEMENT OF FINANCIAL ACTIVITIES
for the period 01.04.2022-31.08.2023BALANCE SHEET
01.04.2022 – 31.08.2023

		01.04.2022 – 31.08.2023		31.03.2022	
	Notes	£	£	£	£
FIXED ASSETS:					
Equipment	6		2,873		6,453
CURRENT ASSETS:					
Debtors	7	190		115	
Cash at bank and in hand		41,044		57,371	
CREDITORS: Amounts falling due within one year	8	(1,699)		(1,530)	
NET CURRENT ASSETS:			39,535		55,956
TOTAL ASSETS LESS CURRENT LIABILITIES:			42,408		62,409
FUNDS:					
Unrestricted funds: general reserve		42,408		62,409	
Restricted funds		-		-	
		42,408		62,409	

ON BEHALF OF THE TRUSTEES:

TRUSTEE A. Burford

TRUSTEE R. Murray

Dated: 6th Sept. 2024