

Registered charity number : 1195100

The Step Up Pre-School
Charitable Incorporated Organisation

Accounts

31 March 2023

The Step Up Pre-School
Statement of Financial Activities
for the year ended 31 March 2023

	2023	2022
	£	£
Incoming Resources		
ERYC Funded Childcare	81,111	6,779
Other Childcare Fees	54,999	3,774
Donations and Fundraising	4,705	-
Trips	30	-
	<u>140,845</u>	<u>10,553</u>
Other income		
Bank Interest Received	2	-
Total incoming resources	<u>140,847</u>	<u>10,553</u>
Resources Expended		
Staff costs		
Wages and salaries	114,010	10,139
Pensions	1,874	151
Recruitment Costs	90	-
Employer's NI	1,293	-
Staff training and welfare	616	348
Travel and subsistence	11	-
Entertaining	408	-
	<u>118,302</u>	<u>10,638</u>
Depreciation and other amounts written off assets		
Depreciation	<u>139</u>	<u>30</u>
Premises costs:		
Rent	2,004	334
Rates	615	106
Light and heat	3,715	459
Insurance	309	-
Repairs and maintenance	1,690	150
Cleaning	728	-
	<u>9,061</u>	<u>1,049</u>
Office costs:		
Telephone and fax	966	150
Stationery and printing	512	7
Subscriptions	991	-
Software	151	-
Other legal and professional	423	95
	<u>3,043</u>	<u>252</u>
Legal and professional costs:		
Accountancy fees	<u>3,481</u>	<u>115</u>
	<u>3,481</u>	<u>115</u>

**The Step Up Pre-School
Statement of Financial Activities
for the year ended 31 March 2023**

	2023	2022
	£	£
Other expenses		
Supplies	3,495	747
Food and cleaning	3,273	622
Licences	275	27
Advertising and PR	151	9
	7,194	1,405
Total resources expended	141,220	13,489
Net movement in funds	(373)	(2,936)

The Step Up Pre-School
Balance Sheet
as at 31 March 2023

	2023 £	2022 £
Fixed assets		
Office equipment	318	-
Plant and machinery etc	410	547
	<u>728</u>	<u>547</u>
Current assets		
Other debtors	1,950	-
Natwest account 0929	25,186	1,695
Barclays account 6984	-	25,975
Barclays account 9981	-	1,167
Petty cash	14	98
	<u>27,150</u>	<u>28,935</u>
Creditors: amounts falling due within one year		
Trade creditors	2,316	828
Employee, Other taxes and social security costs	2,257	2,512
Other creditors	-	1,381
	<u>4,573</u>	<u>4,721</u>
Accruals and deferred income		
Accruals	<u>1,267</u>	<u>2,350</u>
Funds of the Charitable Incorporated Organisation		
Restricted reserves	1,925	-
Unrestricted reserves	20,113	22,411
	<u>22,038</u>	<u>22,411</u>
Unrestricted Reserves		
Brought forward	22,411	-
Transfer to restricted reserves	(1,925)	
Net movement in funds	(373)	(2,936)
Transferred from The Step Up Group	-	25,347
	<u>20,113</u>	<u>22,411</u>
Restricted Reserves		
Transfer from unrestricted reserves	<u>1,925</u>	<u>-</u>

The Step Up Pre-School

Trustees' Annual Report for the year ended 31 March 2023

The Trustees present their Report and Accounts for the year ended 31 March 2023.

Reference and administrative details

The charity name: -

The legal name of the charity is: - The Step Up Pre-school

The trustees are all individuals: -

Nicola Brooke
Jill Bringham
Rhiann Ellis
Hayley Bottomley
Louise Hobson

The charity is registered in England & Wales with charity number 1195100

The principal operating address, telephone number and email and web addresses of the charity are:-

The Step Up Pre-School
The Bungalow
Hook C of E Primary School
Garth Lane
Hook
DN14 5NW
manager@thestepupgroup.co.uk

The Trustees in office on the date the report was approved were:-

Nicola Brooke
Jill Bringham
Rhiann Ellis
Hayley Bottomley
Louise Hobson

The Trustees in office during the year were:-

The trustees who served as a trustee in the reporting period and, if applicable, their dates of appointment or resignation during the year: -

Name	Appointed	Resigned/Retired
Nicola Brooke	21 Feb 22	
Jill Bringham	21 Feb 22	
Rhiann Ellis	21 Feb 22	
Hayley Bottomley	21 Feb 22	
Louise Hobson	03 Nov 22	

All the trustees are also members of the charity.

Objects and activities of the charity

The purposes of the charity are as set out in its governing document.

The objects of the charity are:

To enhance the development and education of children primarily from under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

To offer appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for, and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children regardless of their race, culture, religion, means or ability.

To encourage the study of the needs of children and their families and promote public interest in the recognition of such needs in the local area and to aim to promote and adhere to the aims of the Early Year Alliance and Ofsted.

The main activities undertaken in relation to those purposes during the year.

The charity encourages the study of the needs of children and their families and promote public interest in the recognition of such needs in the local area. It aims to promote and adhere to the aims of the Early Year Alliance and Ofsted.

The charity provides affordable sessions on Monday- Friday during term time. Various structured activities, including arts, crafting, role-playing, exploring different materials and story time, are offered in conjunction with activities planned in response to the children's interests. Following the Early Years Foundation Stage set by the government.

The main activities undertaken during the year to further the charity's purpose for the public benefit.

The trustees believe that they have complied with the Charity Commission's guidance on Public Benefit and have delivered Public Benefit during the year by virtue of the activities undertaken by the charity.

The trustees have had regard to the Charity Commission's guidance on public benefit in managing the activities of the charity.

The main achievements and performance of the charity during the year.

The charity ran sessions **Monday- Friday 8.00am – 3.30pm term time only**. In addition the charity aims to engaged with the local primary school to establish a transition programme to prepare children for the move up to infant classes.

Fundraising activities during the year.

Jubilee stall
Scavenger hunt
Halloween sponsor week
Raffle
Christmas jumper week
Santa fundraiser
Valentines fundraiser

The difference the charity's performance during the year has made to the beneficiaries of the charity and wider society.

The charity has provided play activities, promoted social development together with personal and educational development and preparation for entry into mainstream education.

The charity believes that by providing safe childcare facilities for 2-4 year olds it benefits the wider community by building an understanding of the child's place within its community.

Structure, governance and management of the charity

The methods used to recruit and appoint new charity trustees.

AGM held for all new parents/ grandparents early September. If any places become available within the charity, they will advertise locally for committee members and trustees.

The trustees' bankers and advisors

Bankers: NatWest Bank
13 Boothferry Road
Goole
DN14 5GD

Accountants: Suite 7
Brackenholme Business Park
Brackenholme
North Yorkshire
YO8 6EL

The charity's financial position as at 31 March 2023

The financial position of the charity at 31 March 2023 as more fully detailed in the accounts, can be summarised as follows:-

	2023 £	2022 £
Net (deficit)/Income	(373)	(2,936)
Unrestricted Revenue Funds available for the general purposes of the charity	20,486	25,347
Restricted Revenue Funds	1,925	-
Total Funds	<u>22,038</u>	<u>22,411</u>

Financial review of the position at the reporting date, 31 March 2023.

The trustees consider the financial performance by the charitable incorporated organisation during the year to have been satisfactory.

Policies on reserves

The charity runs sessions 8.00am - 3.30pm Monday- Friday term time only. The Reserves Policy is to maintain sufficient level of reserves to enable normal operating activities to continue over a period of up to 3 months should a shortfall in income occur and to take account of potential risks and contingencies that may arise from time to time.

In order to make a judgment on the amount of reserve the Trustees have considered the risks in respect of expenditure, unrestricted income and where funds can only be realised by the disposal of assets. Also taken into consideration are any external identified potential major risks to income and expenditure during the year under consideration.

A risk assessment has been undertaken for the year 2022-2023 and the following has been determined that the major risks to the charity are:-

- Change of Government policy (Statutory Grants may be withdrawn)
- Economic Environment (Brexit and inflation)
- Effects of Covid-19 and any other possible pandemics

The charity's reserves policy is to ensure that reserves are sufficient the cover liabilities such as redundancy, creditors, lease commitments and provide sufficient monies to cover advance fees paid by users.

Availability and adequacy of assets of each of the funds.

The Board of Trustees is satisfied that the charity's impending cash assets are available and adequate to fulfil its obligations.

Plans for the Future

The charity plans to:

Develop our sensory area

Improve the outside area

Provide new facilities and upgrade existing provision

Hold more fund raising events

Become more environmentally friendly

New kitchen to be provided and installed by Howdens

Employment of disabled persons

The charity has an equal opportunities policy.

Statement of Trustees' Responsibilities

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Companies Act 2006/ Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2008.

In particular charity law requires the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and Statements of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The law requires that the trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for the year.

The Trustees are also responsible for the contents of the Trustees' report, and the statutory responsibility of the Independent Examiner in relation to the Trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no material inconsistencies with the figures disclosed in the financial statements.

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with regulations made under the Charities Act.

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.

This report was approved by the board of trustees on 24 January 2024

Nicola Brooke

Trustee

Nicola Brooke

Jill Brigham

Trustee

Jill Brigham

Rhiann Ellis

Trustee

Rhiann Ellis

Hayley Bottomley

Trustee

Hayley Bottomley

Louise Hobson

Trustee

Louise Hobson

Independent examiner's report on the accounts

I report to the trustees on my examination of the accounts for the period ended 31 March 2023.

Responsibilities and basis of report

As the charity trustees of the Charity, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

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.

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.

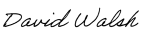
I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:~~David Walsh~~.....

Date: 24 January 2024
 01/24/2024.....

Details of The Independent Examiner

David Walsh
Abacus Accountancy
Suite 7
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Brackenholme
YO8 6EL

Signature: 

Email: dave@abacusaccountancy.net

Signature: 
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Signature: 
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