

Little Village Learners and Fun Track

Charity number 1195394

Annual Report and Financial Statements for the period 4 August 2021 to 31 July 2022



West Yorkshire Community Accounting Service

Little Village Learners and Fun Track

Annual Report and Financial Statements for the period 4 August 2021 to 31 July 2022

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Prepared by West Yorkshire Community Accountancy Service CIO

Little Village Learners and Fun Track

Trustees' report for the period 4 August 2021 to 31 July 2022

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Lyndsey Kata		
Natalie Kata		
Claire Wardley		
Michael Halstead		

Charity number 1195394 Registered in England and Wales

Registered and principal address

Mytholmroyd Community Centre
Caldene Avenue
Mytholmroyd
HX7 5AF

Bankers

Barclays Bank
39/47 Commercial Street
Halifax
HX1 1BG

Independent examiner

Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) association formed on 4 Aug 2021 and is governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Little Village Learners and Fun Track

Trustees' report (continued) for the period 4 August 2021 to 31 July 2022

Objectives and activities

The charity's objects

The development of children and young people by

- 1) Promoting their care and safety;
- 2) Promoting their education and promoting parental involvement
- 3) Promoting their health and wellbeing
- 4) Providing services to support them and their families and carers
- 5) Providing services to individuals holding membership of the CIO
- 6) furthering the aims of the Pre-School Learning Alliance

The charity's main activities

Established in 1977, we are a friendly, lively playgroup situated in the local Community Centre. We offer a safe, stimulating and fun environment for children aged 14 weeks to 11 years old. We are Ofsted approved and have funded places available for children over 3 years and, where eligible, 2 year olds. Our aim is to help your child to socialise with other children and to learn skills through free-play and focused activities.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the development and education of children and young people.

Achievements and performance

In the last financial year, we have retained all staff. We keep our training up to date including statutory responsibilities e.g. Safeguarding. We have good links with local schools and the community. We are steadily busy with good word of mouth recommendations.

We have been migrating towards a CIO status which is now completed and therefore this Charity will wind up within the next 12 months. We have struggled to recruit Committee due to the financial liabilities associated with being an unincorporated charity.

We will operate under our new Charity Little Village Learners and Fun Track CIO. A transfer of assets resolution was passed at a formal meeting.

Financial review

The net income for the year was £15,531, including net income of £15,531 on unrestricted funds and net income of £0 on restricted funds after transfers.

Our Trustees remain in constant communication regarding financial costs and have agreed on a fee increase to ensure we can manage rises in rent and wages going forward.

The EEF funding rates have not risen inline with rising wage costs and we have had to introduce a consumables charge for families in receipt of funded only hours. EEF funding cover basic childcare but not other outgoings, in order to remain sustainable, we have no other choice than to pass costs onto our consumers.

We have seen a lack of uptake for our before and after school service due to the local school starting their own provision. Our Holiday club has seen and increased uptake so we are hopeful to remain sustainable.

We continue to hold several fundraisers throughout the year which allow us to purchase new resources.

Our local supermarkets are supportive and donated Easter Eggs that we raffled off to raise funds.

Little Village Learners and Fun Track

Trustees' report (continued) for the period 4 August 2021 to 31 July 2022

Reserves policy

The charity's free reserves at the year end were £61,481.

The operating reserve will be reviewed and adjusted by the Trustees, Management Committee and setting Management Team, monthly, in response to internal and external changes. Definitions and Goals The 'Operating Reserve Fund' is defined as the fund set aside by the Trustees and Management Committee. The minimum amount to be designated as operating reserve will be established as an amount sufficient to maintain services for a set period of 3 months. The target minimum operating reserve fund is equal to 3 months of average recurring operating costs, which we estimate to be £62,000 and we hope to meet our policy next year as we are projecting a further surplus.

The Management Committee Officers are responsible for ensuring that the Operating Reserve Fund is maintained and used only as described in this policy. Review of Policy Purpose The purpose of this reserves policy is to build and maintain an adequate level of unrestricted funds to support the organisations day-to-day operations in the event of unforeseen shortfalls. The reserve may also be used for one-time, non-recurring expenses.

This policy will be reviewed yearly and whenever there are significant changes in staff hours or numbers. We are currently below our reserves, but we have various fundraising activities planned this year. We have also increased our fees; all of these will help to build the reserve level up.

Approved by the board of trustees on 9/05/2023

Natalie Kata (Trustee)

Little Village Learners and Fun Track

Independent examiner's report to the trustees of Little Village Learners and Fun Track

I report to the charity trustees on my examination of the accounts of the CIO for the period 4 August 2021 to 31 July 2022, which are set out on pages 6 to 12.

Responsibilities and basis of report

As the charity trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the CIO's gross income exceeded £250,000 your examiner must be a fellow of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a fellow of ACIE which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

Simon Bostrom FCIE

9/05/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Little Village Learners and Fun Track
Statement of Financial Activities
(including summary income and expenditure account)
for the period 4 August 2021 to 31 July 2022

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	restated 2021 Total funds £
Income from:					
Grants and donations	(2)	10	107,258	107,268	120,683
Fees		155,585	-	155,585	107,413
Milk rebate		622	-	622	345
Bank interest		59	-	59	21
Fundraising		3,423	-	3,423	3,089
Other income		19	-	19	35
Total income		<u>159,718</u>	<u>107,258</u>	<u>266,976</u>	<u>231,586</u>
Expenditure on:					
Salaries and NI	(3)	112,360	95,882	208,242	197,323
Administration		1,083	722	1,805	2,486
Advertising		138	92	230	219
Bank and card machine charges		179	119	298	259
Milk		1,187	-	1,187	922
Telephone		840	560	1,400	1,340
Subscriptions		529	353	882	677
Fundraising expenditure		591	-	591	921
Insurance		453	302	755	750
Rent and room hire		5,280	3,520	8,800	8,400
Repairs and maintenance		105	70	175	1,637
Training		481	321	802	1,076
Activities, trips, equipment and purchases		7,549	5,032	12,581	10,242
Food		5,231	-	5,231	4,306
Laundry and cleaning		179	120	299	78
Professional fees		32	22	54	100
Accountancy and independent examination		1,334	143	1,477	2,138
Staff gifts		837	-	837	-
Bad debts		5,799	-	5,799	-
Total expenditure		<u>144,187</u>	<u>107,258</u>	<u>251,445</u>	<u>232,874</u>
Net income / (expenditure)		<u>15,531</u>	<u>-</u>	<u>15,531</u>	<u>(1,288)</u>
Fund balances brought forward		<u>45,950</u>	<u>-</u>	<u>45,950</u>	<u>47,238</u>
Fund balances carried forward	(4)	<u>61,481</u>	<u>-</u>	<u>61,481</u>	<u>45,950</u>

All incoming resources and resources expended derive from continuing activities.

Little Village Learners and Fun Track
Balance sheet
as at 31 July 2022

		2022	2022	2022	2021
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Current assets					
Debtors and prepayments	(5)	6,322	-	6,322	4,860
Cash at bank and in hand	(6)	57,246	-	57,246	43,090
Total current assets		<u>63,568</u>	<u>-</u>	<u>63,568</u>	<u>47,950</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(7)	2,087	-	2,087	2,000
Total current liabilities		<u>2,087</u>	<u>-</u>	<u>2,087</u>	<u>2,000</u>
Net current assets / (liabilities)		<u>61,481</u>	<u>-</u>	<u>61,481</u>	<u>45,950</u>
Net assets		<u>61,481</u>	<u>-</u>	<u>61,481</u>	<u>45,950</u>
Funds					
Unrestricted funds		61,481	-	61,481	45,950
Restricted funds		-	-	-	-
Total funds		<u>61,481</u>	<u>-</u>	<u>61,481</u>	<u>45,950</u>

The financial statements were approved by the board of trustees on 9/05/2023

Natalie Kata (Trustee)

Little Village Learners and Fun Track

Notes to the accounts

for the period 4 August 2021 to 31 July 2022

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The basis of accounting has been changed from receipts and payments basis to accruals basis. This has meant that a number of adjustments have been made to the comparative figures to include fixed assets, debtors and creditors and long term liabilities. An analysis of the amendments has been provided in the notes.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Little Village Learners and Fun Track **Notes to the accounts continued** **for the period 4 August 2021 to 31 July 2022**

2 Grants and donations	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Calderdale Met. Borough Council (CMBC)	-	100,433	100,433	93,087
HMRC - C19 Job Retention Scheme (JRS)	-	6,825	6,825	22,420
Co-op - Local Community Fund	-	-	-	5,018
Donations	10	-	10	158
	<u>10</u>	<u>107,258</u>	<u>107,268</u>	<u>120,683</u>

3 Staff costs and numbers	2022	2021
	£	£
Gross salaries	201,678	195,847
Social security costs	8,541	3,235
Employment allowance	(4,866)	(4,121)
Pensions	2,889	2,362
	<u>208,242</u>	<u>197,323</u>

The average number of employees during the year was 16.9, being an average of 11.3 full time equivalent (2021: 18.9, 13.7 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2022	2021
	£	£
Costs of the scheme to the charity for the year	2,889	2,362
Amount of any contributions outstanding at the year end	140	100

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
CMBC Early Education funding	-	88,346	88,346	-	-
CMBC Inclusion funding	-	12,087	12,087	-	-
HMRC JRS	-	6,825	6,825	-	-
	<u>-</u>	<u>107,258</u>	<u>107,258</u>	<u>-</u>	<u>-</u>

Fund name	Purpose of restriction
CMBC Early Education funding	For the supply of free early years provision for 2 to 4 year olds
CMBC Inclusion funding	To support early years providers in meeting the needs of individual children with Special Educational Needs
HMRC JRS	Towards salary costs of staff who were furloughed due to Covid-19

Little Village Learners and Fun Track
Notes to the accounts continued
for the period 4 August 2021 to 31 July 2022

5 Debtors and prepayments	2022	2021
	£	£
Debtors	11,546	4,297
Less provision for bad debts	(5,799)	-
Prepayments	575	563
	<u>6,322</u>	<u>4,860</u>

6 Cash at bank and in hand	2022	2021
	£	£
Cash at bank	57,187	43,038
Cash in hand	59	52
	<u>57,246</u>	<u>43,090</u>

7 Creditors and accruals	2022	2021
	£	£
Prepaid Fees	-	1,039
Accruals	1,020	900
Taxation and social security	927	61
Other creditors	140	-
	<u>2,087</u>	<u>2,000</u>

8 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Details of remuneration and benefits

	2022	2021
	£	£
Name of trustee		
Lynsey Kata		
Legal authority		
Governing document	18,394	17,828
	<u>18,394</u>	<u>17,828</u>

Reason for remuneration

Lyndsey is a trustee and employee of the playgroup. She is only paid for her employee duties as the deputy manager.

Little Village Learners and Fun Track **Notes to the accounts continued** **for the period 4 August 2021 to 31 July 2022**

11 Restatement of prior year figures due to change in accounting basis

As a result of the change in the basis of accounting from receipts and payments to accruals, there have

Effect of change on Statement of Financial Activities

	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £
Grants			
Original figure in statutory accounts, year ended 31 July 2021	-	119,751	124,927
Deduct accrued income (July 2020 year end)	-	(4,244)	(4,244)
Add accrued income (Aug 2021 year end)			
Restated total	<u>-</u>	<u>115,507</u>	<u>120,683</u>

	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £
Fees			
Original figure in statutory accounts, year ended 31 July 2021	108,270	-	108,270
Deduct fees owed (Aug 2020 year end)	(4,115)	-	(4,115)
Add fees owed (Aug 2021 year end)	3,258	-	3,258
Restated total	<u>107,413</u>	<u>-</u>	<u>107,413</u>

	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £
Total expenditure			
Original figure in statutory accounts, year ended 31 July 2021	114,523	119,751	234,274
Deduct creditors (Aug 2020 year end)	(1,258)	(1,103)	(2,361)
Add creditors (Aug 2021 year end)	577	384	961
Add debtors (Aug 2020 year end)	338	225	563
Deduct debtors (Aug 2021 year end)	(338)	(225)	(563)
Restated total	<u>113,842</u>	<u>119,032</u>	<u>232,874</u>

Effect of change on fund balances as reported at 31 Aug 2021

	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £
Original fund balances brought forward as at 1 Aug 2021	40,677	-	40,677
Add Grants owed	-	4,244	4,244
Add fees owed	4,115	-	4,115
Deduct accruals	(1,417)	(944)	(2,361)
Add prepayments	338	225	563
Restated fund balances brought forward as at 1 Aug 2021	<u>43,713</u>	<u>3,525</u>	<u>47,238</u>

Little Village Learners and Fun Track

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the period 4 August 2021 to 31 July 2022

	2022	2021	2022	restated 2021	2022	restated 2021
	Unrestricted funds £	Unrestricted funds £	Restricted funds £	Restricted funds £	Total funds £	Total funds £
Income						
Grants and donations	10	5,176	107,258	115,507	107,268	120,683
Fees	155,585	107,413	-	-	155,585	107,413
Milk rebate	622	345	-	-	622	345
Bank interest	59	21	-	-	59	21
Fundraising	3,423	3,089	-	-	3,423	3,089
Other income	19	35	-	-	19	35
Total income	159,718	116,079	107,258	115,507	266,976	231,586
Expenditure						
Salaries and NI	112,360	92,040	95,882	105,283	208,242	197,323
Administration	1,083	1,492	722	994	1,805	2,486
Advertising	138	131	92	88	230	219
Bank and card machine charges	179	259	119	-	298	259
Milk	1,187	553	-	369	1,187	922
Telephone	840	804	560	536	1,400	1,340
Subscriptions	529	406	353	271	882	677
Fundraising expenditure	591	921	-	-	591	921
Insurance	453	450	302	300	755	750
Rent and room hire	5,280	5,040	3,520	3,360	8,800	8,400
Repairs and maintenance	105	982	70	655	175	1,637
Training	481	646	321	430	802	1,076
Activities, trips, equip and purchases	7,549	6,145	5,032	4,097	12,581	10,242
Food	5,231	2,584	-	1,722	5,231	4,306
Laundry and cleaning	179	47	120	31	299	78
Professional fees	32	60	22	40	54	100
Accountancy and independent exam	1,334	1,282	143	856	1,477	2,138
Staff gifts	837	-	-	-	837	-
Total expenditure	138,388	113,842	107,258	119,032	245,646	232,874
Net income / (expenditure)	21,330	2,237	-	(3,525)	21,330	(1,288)
Fund balances brought forward	45,950	43,713	-	3,525	45,950	47,238
Fund balances carried forward	67,280	45,950	-	-	67,280	45,950