

RUNNYMEDE PRE-SCHOOL

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021**

Charity No: 301250

RUNNYMEDE PRE-SCHOOL (Charity Number: 301250)**TRUSTEES' REPORT****FOR THE YEAR ENDED 31 AUGUST 2021**

The trustees present their report with the financial statements of the charity for the year ended 31 August 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

AIMS AND POLICY

The aims of Runnymede Pre-School ("the Pre-School") are 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 play groups, play, education and care.

The Pre-School is run in accordance with the aims and code of standards issued by the Pre-School Learning Alliance.

STATUS, ORGANISATION AND MANAGEMENT

The Pre-School is a registered charity and is constituted as an unincorporated association. The current Constitution was adopted by Members in 2016 and the Pre-School is a body in membership of the Pre-School Learning Alliance.

The overall management and control of the Pre-School rests with the individual members of the Pre-School's management committee ("the Committee"). The day-to-day management of the Pre-School during the year is delegated to senior staff members. The members of the Committee, who are also the Charity Trustees and who served during the year, are listed on page 3. They are elected annually at the Annual General Meeting with a minimum number of 8 members, including 3 co-opted members and of which at least 5 parents or guardians of children attending the pre-school as parent representatives. The appointment of replacement parent representatives may also be dealt with at Committee Meetings.

The policies and procedures adopted by the Pre-School are those required by the Pre-School Learning Alliance, including those covering all aspects of child protection and health and safety. Disclosure and Barring Service checks are carried out on all new employees and Committee Members.

Key management information and remuneration

The trustees are considered to be the key management personnel. All members of the Committee, as trustees, give their time voluntarily and receive no remuneration or other benefits in respect of their time on the Committee.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number
301250

Further details regarding the Pre-School may be obtained from Mrs Alison Thomas, 5 Netherfield, Benfleet, Essex SS7 1TY.

PRINCIPAL ADVISERS

Bankers:	Barclays Bank plc Great Tarpots Branch PO Box 13 Rayleigh Essex SS6 7AJ
Independent Examiner:	John Charman, ACA Unit 3a, Thames Enterprise Centre Princess Margaret Road East Tilbury Essex RM18 8RH

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUGUST 2021
(continued)

REVIEW OF ACTIVITIES, ACHIEVEMENTS AND PERFORMANCE

A detailed review of activities and achievements for the year will be presented at the forthcoming Annual General Meeting. In summary, the Pre-School provided 189 supervised sessions ranging between 3 and 5.75 hours each and had 61 children enrolled for the 2021 Summer term.

The results of the Pre-School for the year are detailed on page 5 and show a deficit for the year of £6,555 (2020: deficit of £2,445) before expenditure on tangible fixed assets. The main source of funds continues to arise from fees and grants funding for childcare and this income is applied to the cost of running the Pre-School. The main costs are the salaries of the Pre-School staff together with hire of the hall and expenditure on equipment, games, supplies and other items used for the education and the welfare of the children. A number of fund-raising activities take place during the year and the net proceeds from these are used as a contribution towards the running costs of the Pre-School.

The Committee is aware of the guidance issued by the Charity Commission on public benefit and believe that the current activities and objects of the Pre-School are in line with the guidance, including the allocation of free places and subsidised fees in appropriate circumstances.

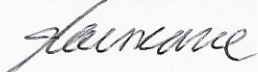
RESERVES, RESOURCES AND RISKS

All of the Charity's reserves are unrestricted and are therefore fully available for its' day-to-day requirements. The Charity's assets are sufficient to meet its obligations. At the year end, the Pre-School had accumulated funds of £57,986 which was mostly held in bank balances. These funds are held to allow investment in additional and replacement equipment for the Pre-School and to meet any unforeseen expenditure, such as redundancy payments, that may arise. The aim is to hold reserves that equate to expenditure for two terms' unavoidable costs.

The Constitution does not specifically state any limitation on the Committee for the investment of surplus funds and therefore such limitations will be governed by Charity law. In practice, any surplus funds that are not required for immediate use are placed on interest-bearing deposit accounts with the Pre-School's bankers.

The Committee has considered the risks to which the Charity may be exposed and has taken reasonable steps to mitigate the effects of such risks.

Approved by the Committee on 10th December 2021 and signed on its behalf by.



JULIE LAWRENCE
Chairman

RUNNYMEDE PRE-SCHOOL (Charity Number: 301250)**COMMITTEE MEMBERS****AS AT 31 AUGUST 2021**

Chairman	Julie Lawrence
Vice Chairman	Maureen Draper
Treasurer	Alison Thomas
Secretary	Paula Shelly
Assistant Secretary	Ruth Jones
Other members of the Committee	Amy Evers Jo Fitzmaurice Cathy Vickers Hannah Worland Cheryl Bolden Caroline Cole

RUNNYMEDE PRE-SCHOOL (Charity Number: 301250)**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RUNNYMEDE PRE-SCHOOL**

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 August 2021 which are set out on pages 5 to 9.

Responsibilities and basis of report

As the charity trustees of Runnymede Pre-School, 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 Runnymede Pre-School accounts carried out under Section 145 of the 2011 Act and 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

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 respect of the Runnymede Pre-School as required by Section 130 of the Act; or
- the accounts do not accord with those records.

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.

Unit 3a, Thames Enterprise Centre
Princess Margaret Road
East Tilbury
Essex
RM18 8RH

J Charman, ACA
Chartered Accountant

22 November 2021

RUNNYMEDE PRE-SCHOOL (Charity Number: 301250)**STATEMENT OF FINANCIAL ACTIVITIES****FOR THE YEAR ENDED 31 AUGUST 2021**

	Notes	<u>Unrestricted Funds</u>	
		<u>2021</u>	<u>2020</u>
		<u>£</u>	<u>£</u>
INCOMING RESOURCES			
Fees and grants received		158,967	145,738
Other income	2	1,510	1,330
Bank interest received		10	115
Total incoming resources		<u>160,487</u>	<u>147,183</u>
RESOURCES EXPENDED			
Direct Charitable Expenditure:			
Teaching costs	3	131,876	124,122
Welfare and education		8,133	7,355
Premises		21,594	12,859
Support costs		1,410	1,340
		<u>163,013</u>	<u>145,677</u>
Other Expenditure			
Management and administration of the Pre-School		4,029	3,951
Total Resources Expended	4	<u>167,042</u>	<u>149,628</u>
Net Incoming/(Outgoing) Resources		(6,555)	(2,445)
Total funds brought forward at 1 September 2020		<u>64,541</u>	<u>66,986</u>
Total funds carried forward at 31 August 2021	6	<u>£57,986</u>	<u>£64,541</u>

CONTINUING OPERATIONS

All income and expenditure has arisen from the single continuing activity of operating as a pre-school.

The notes form part of these financial statements.

RUNNYMEDE PRE-SCHOOL (Charity Number: 301250)**BALANCE SHEET****AS AT 31 AUGUST 2021**

		Unrestricted Funds	
	Notes	2021 £	2020 £
FIXED ASSETS			
Tangible fixed assets	5	473	1,858
CURRENT ASSETS			
Debtors		-	-
Cash at bank and in hand		71,716	84,673
		71,716	84,673
CREDITORS: Amounts falling due within one year:-			
Amounts received in advance and accruals		(14,203)	(21,990)
NET CURRENT ASSETS			
		57,513	62,683
TOTAL NET ASSETS			
		£57,986	£64,541
UNRESTRICTED FUNDS			
	6	£57,986	£64,541

The financial statements were approved by the Committee on 10th December 2021 and signed on its behalf by:



JULIE LAWRENCE
Chairman

The notes form part of these financial statements.

RUNNYMEDE PRE-SCHOOL (Charity Number: 301250)**NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 31 AUGUST 2021****1. ACCOUNTING POLICIES****Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Tangible Fixed Assets

Depreciation is provided on all tangible fixed assets in use at rates and bases calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Sheds	-	over 10 years
Furniture and equipment	-	over 3 years

Supplies of games equipment, books, stationery and materials costing less than £250 individually are written off as an expense in the year of expenditure.

Fees

Fees consist of amounts receivable, including nursery certificates and grants, for the Pre-School year ending August, net of the value of free and reduced fee places. All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. The irrecoverable element of VAT is included with the item of expense to which it relates.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

2. OTHER INCOME

	<u>2021</u> £	<u>2020</u> £
Fund raising events	273	398
Donations and similar income	1,171	777
Other income	66	155
	<u>£1,510</u>	<u>£1,330</u>

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2021

3. STAFF COSTS

	<u>2021</u> £	<u>2020</u> £
Wages and salaries	130,708	122,865
Staff training and other costs	1,168	1,257
	<u>£131,876</u>	<u>£124,122</u>
	Number	Number

The average number of employees in the year was:

Teaching Part time/Administration	<u>14</u>	<u>13</u>
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Trustees' remuneration

There were no trustees' remuneration or other benefits for the year ended 31 August 2021 nor for the year ended 31 August 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2021 nor for the year ended 31 August 2020.

4. ANALYSIS OF TOTAL RESOURCES EXPENDED

	<u>Staff Costs</u> £	<u>Other</u> £	<u>Depreciation</u> £	<u>Total</u> £
Direct Charitable Expenditure:				
Teaching costs	131,876	-	-	131,876
Welfare	-	6,748	1,385	8,133
Premises	-	21,594	-	21,594
Support costs	-	1,410	-	1,410
	<u>131,876</u>	<u>29,752</u>	<u>1,385</u>	<u>163,013</u>
Other Expenditure				
Administration of the charity	-	4,029	-	4,029
	<u>£131,876</u>	<u>£33,781</u>	<u>£1,385</u>	<u>£167,042</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021

5	TANGIBLE FIXED ASSETS	Furniture and Equipment	Sheds	Total
		£	£	£
	COST			
	At 1 September 2020	12,184	5,805	17,989
	Additions	-	-	-
	Disposals/scrapped	-	-	-
	At 31 August 2021	12,184	5,805	17,989
	DEPRECIATION			
	At 1 September 2020	10,326	5,805	16,131
	Charge for year	1,385	-	1,385
	Disposals/scrapped	-	-	-
	At 31 August 2021	11,711	5,805	17,516
	NET BOOK VALUE			
	At 31 August 2021	£473	£ -	£473
	<i>At 31 August 2020</i>	<i>£1,858</i>	<i>£ -</i>	<i>£1,858</i>

6. FUNDS

The funds of the Pre-School are unrestricted and are required for day to day operational working capital, investment in additional and replacement equipment for the Pre-School and to meet any unforeseen expenditure, such as redundancy payments, that may arise. The aim is to hold reserves that equate to expenditure for two terms' unavoidable costs.

7. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2021.