

Charity Registration No. 702282

SMALL SAINTS PRE SCHOOL
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2023

SMALL SAINTS PRE SCHOOL

LEGAL AND ADMINISTRATIVE INFORMATION

Committee members (trustees)	Mrs J Cornwell (Chair) Mrs J Houghton (Treasurer) Ms R Stevenson Ms T Barwell Ms K Moore Ms N Cannon	(Appointed 12 October 2023)
Custodian trustees	Lady J Taylor, Chairperson Mrs J Matthewson Ms G Graper	
Charity number	702282	
Principal address	The Chase High Street Holbeach Spalding PE12 7ED	
Independent examiner	TC Group 33 Boston Road Holbeach Spalding Lincolnshire PE12 7LR	

SMALL SAINTS PRE SCHOOL

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SMALL SAINTS PRE SCHOOL

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUGUST 2023

The trustees present their report and financial statements for the year ended 31 August 2023.

Objectives and activities

Objects and aims

The aim of the charity shall be to advance the education of children below compulsory school age by:

- Providing safe and satisfying group play, in which parents have the right to take part.
- Encouraging other charitable activities through which parents may help the children.
- Furthering the aim of the pre-school learning alliance.

The committee members are satisfied with the progress of the charity and are confident that it will continue to meet its objectives.

Public benefit

The activities undertaken by the charity to further public benefit are set out in the key points noted above for the objects and aims of the charity.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

During the year under review the charity has met its objectives by providing the education requirements to children below compulsory school age.

The intake of children is at full capacity with a waiting list. The school provides funded places for disadvantaged two year olds in the area. The last Ofsted inspection was carried out in October 2023 and the school achieved a good report. Introduction of 30 hours for 3 to 4 year olds has reduced pupil numbers as children are doing more hours to utilise the initiative.

Financial review

During the year the charity raised £409,513 (2022 - £404,715) to carry out the objectives mentioned earlier. Of this amount £452,180 (2022 - £429,855) was used in the current year. As a result the reserves now stand at £525,344 (2022 - £568,011) of which £464,714 (2022 - £507,381) relates to unrestricted funds and £60,630 (2022 - £60,630) relates to restricted funds.

Policy on reserves

The finance committee conducts an annual review of the level of unrestricted reserves not committed or invested in tangible fixed assets ("the free reserves") in the general fund, by considering the risks associated with the various income streams, expenditure plans and balance sheet items.

SMALL SAINTS PRE SCHOOL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2023

This enables an estimate to be made of the level of reserves that are sufficient:

- To allow for reorganisation in the event of a downturn of income or asset values: and
- To protect ongoing work programmes: and
- To further develop the buildings within the site as and when demand dictates.

The level is estimated at 6 months of the general expected budget.

Under the constitution, the charity has the power to make any investment which the committee see fit provided appropriate advice is taken from a professionally qualified person under the Financial Services Act 1986. However the committee choose to take a prudent approach and invest temporarily surplus funds in bank deposits.

Principal funding sources

The charity is funded by fees paid by the parents of the children on the roll, grants from Lincolnshire County Council and fundraising events.

Structure, governance and management

Nature of governing document

Small Saints Pre-School is an organisation constituted as a charity under a trust deed adopted on 8 June 1988 as amended on 9 November 1989 and 24 May 1995 and 22 May 2015.

Recruitment and appointment of trustees

Committee members are elected at the AGM.

The constitution states that the committee shall consist of 3 officers (Chair, Secretary and Treasurer) and that there must be not less than 2 nor more than 9 elected members.

The custodian trustees who have served during the year and since the year end have been set out on page 1. These trustees hold the lease of which the charity runs from.

Organisational structure

All aspects of the charity are managed by the committee members as set out on page 1.

A manager is appointed by the committee members to manage the day to day operations of the charity.

The committee members have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

SMALL SAINTS PRE SCHOOL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2023

Financial Instruments

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Credit risk

The charity's principal financial assets are bank balances and cash, trade and other receivables, and investments. The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows. The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies. The charity has no significant concentration of credit risk, with exposure spread over a large number of counterparties and customers.

The trustees' report was approved by the Board of Trustees.



Mrs J Cornwell
Chair

Dated: 14/5/24

SMALL SAINTS PRE SCHOOL

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF SMALL SAINTS PRE SCHOOL

I report to the trustees on my examination of the financial statements of Small Saints Pre School (the charity) for the year ended 31 August 2023.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements 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 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member 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 member of ICAEW, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.



Christopher McKenna ACA

TC Group
33 Boston Road
Holbeach
Spalding
Lincolnshire
PE12 7LR

SMALL SAINTS PRE SCHOOL

INDEPENDENT EXAMINER'S REPORT (CONTINUED)

TO THE TRUSTEES OF SMALL SAINTS PRE SCHOOL

Dated: 14/5/24

SMALL SAINTS PRE SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Income from:							
Donations and legacies	3	-	-	-	500	-	500
Charitable activities	4	403,866	-	403,866	402,829	-	402,829
Other trading activities	5	1,709	-	1,709	1,037	-	1,037
Investments	6	3,938	-	3,938	349	-	349
Total income		409,513	-	409,513	404,715	-	404,715
Expenditure on:							
Charitable activities	7	452,180	-	452,180	429,855	-	429,855
Net expenditure for the year/ Net movement in funds		(42,667)	-	(42,667)	(25,140)	-	(25,140)
Fund balances at 1 September 2022		507,381	60,630	568,011	532,521	60,630	593,151
Fund balances at 31 August 2023		464,714	60,630	525,344	507,381	60,630	568,011

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

SMALL SAINTS PRE SCHOOL

BALANCE SHEET

AS AT 31 AUGUST 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	12		239,029		237,224
Current assets					
Debtors	13	4,824		4,371	
Cash at bank and in hand		290,308		355,014	
		<u>295,132</u>		<u>359,385</u>	
Creditors: amounts falling due within one year	14	<u>(8,817)</u>		<u>(28,598)</u>	
Net current assets			286,315		330,787
Total assets less current liabilities			<u>525,344</u>		<u>568,011</u>
Income funds					
Restricted funds			60,630		60,630
Unrestricted funds			464,714		507,381
			<u>525,344</u>		<u>568,011</u>

The financial statements were approved by the Trustees on 14-05-2024


Mrs J Cornwell
Chair


MRS TONI BARWELL
Trustee
14/05/2024.

SMALL SAINTS PRE SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2023

1 Accounting policies

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "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 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

SMALL SAINTS PRE SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2023

1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Property improvements	None
Plant and equipment	15% reducing balance
Fixtures and fittings	15% reducing balance
Computer equipment	25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1 Accounting policies

(Continued)

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

FOR THE YEAR ENDED 31 AUGUST 2023

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

	Total	Unrestricted funds
	2023	2022
	£	£
Donations and gifts	-	500

	Charitable Income 2023 £	Charitable Income 2022 £
Pre-school fee income	336,587	335,157
Sales of shirts/name tape	996	1,059
Kid's club - fee income	46,838	47,080
Supplements (pupil premium and inclusion funding)	9,820	6,995
Milk rebates	1,560	869
Administrative fee received	140	90
Grants received	7,925	11,579
	<hr/>	<hr/>
	403,866	402,829

SMALL SAINTS PRE SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2023

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Fundraising events	1,709	1,037
	=====	=====

6 Investments

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Interest receivable	3,938	349
	=====	=====

SMALL SAINTS PRE SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2023

7 Charitable activities

	Charitable Expenditure 2023 £	Charitable Expenditure 2022 £
Staff costs	350,853	339,098
Depreciation	6,984	6,672
Courses and training	1,323	539
Rent and rates	14,619	14,775
Light, heat and power	14,266	6,458
Insurance	5,368	7,616
Purchases for re-sale	1,580	2,047
Repairs and maintenance	6,162	5,447
Consumables	15,689	13,590
Telephone	1,543	1,187
Milk	1,528	1,597
Printing, postage and stationery	1,342	2,374
Running costs and miscellaneous expenses	770	514
Lease charges	6,766	5,524
Refreshments and cleaning expenses	7,154	6,741
Bank charges	483	497
Outing expenses	1,549	1,131
	<u>437,979</u>	<u>415,807</u>
Grant funding of activities (see note 8)	6,525	9,730
Share of governance costs (see note 9)	7,676	4,318
	<u>452,180</u>	<u>429,855</u>

8 Grants payable

	Charitable Expenditure 2023 £	Charitable Expenditure 2022 £
Grants to individuals	6,525	9,730
	<u>6,525</u>	<u>9,730</u>

SMALL SAINTS PRE SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2023

9 Support costs

	Support costs	Governance costs	2023 Support costs	Governance costs	2022
	£	£	£	£	£
Accountancy	-	942	942	-	882
Legal and professional	-	4,334	4,334	-	1,300
Bookkeeping fees	-	2,400	2,400	-	2,136
	-	7,676	7,676	-	4,318
Analysed between					
Charitable activities	-	7,676	7,676	-	4,318

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

11 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	24	26
Employment costs	2023 £	2022 £
Wages and salaries	339,239	330,091
Pension costs	11,614	9,007
	350,853	339,098

SMALL SAINTS PRE SCHOOL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2023

12 Tangible fixed assets

	Property improvements	Plant and equipment	Fixtures and fittings	Computer equipment	Total
	£	£	£	£	£
Cost					
At 1 September 2022	202,438	38,896	78,803	11,813	331,950
Additions	-	549	7,670	570	8,789
At 31 August 2023	202,438	39,445	86,473	12,383	340,739
Depreciation and impairment					
At 1 September 2022	-	29,805	55,006	9,915	94,726
Depreciation charged in the year	-	1,449	4,918	617	6,984
At 31 August 2023	-	31,254	59,924	10,532	101,710
Carrying amount					
At 31 August 2023	202,438	8,191	26,549	1,851	239,029
At 31 August 2022	202,438	9,091	23,797	1,898	237,224

13 Debtors

	2023	2022
	£	£
Amounts falling due within one year:		
Other debtors	3,056	2,754
Prepayments and accrued income	1,768	1,617
	4,824	4,371

14 Creditors: amounts falling due within one year

	2023	2022
	£	£
Other taxation and social security	6,376	5,149
Trade creditors	240	45
Other creditors	1,301	4,991
Accruals and deferred income	900	18,413
	8,817	28,598

SMALL SAINTS PRE SCHOOL**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 AUGUST 2023****15 Analysis of net assets between funds**

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 31 August 2023 are represented by:						
Tangible assets	178,399	60,630	239,029	176,594	60,630	237,224
Current assets/(liabilities)	286,315	-	286,315	330,787	-	330,787
	<u>464,714</u>	<u>60,630</u>	<u>525,344</u>	<u>507,381</u>	<u>60,630</u>	<u>568,011</u>

Restricted fund

The purpose of this fund is for property improvements to the charity's leased building.

16 Related party transactions

During the year the charity made the following related party transactions:

Mrs J Houghton

During the year Mrs J Houghton provided book-keeping services for Small Saints Pre-School totalling £2,400 (2022 - £2,136). At the balance sheet date the amount due to/from Mrs J Houghton was £Nil (2022 - £Nil).