

LITTLE OAKS PRE-SCHOOL, FRIMLEY

England & Wales · Charity number 802781

Details

Other names	LONGMEADOW PLAYGROUP, LONGMEADOW PRE-SCHOOL, LITTLE OAKS PRE-SCHOOL
Status	Registered
Legal form	Other
Registered	1990-02-23
Register	View on the Charity Commission register

Contact

Address
Grove Primary School
Chobham Road
Frimley
Camberley
GU16 8PG

Phone 01276708952

Email littleoaks.pre-school@virgin.net

Website www.littleoaksfrimley.co.uk

Activities

Objects: TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PORVIDE FOR THE NEED OF THEIR CHILDREN THROUGH COMMUNITY GROUPS AND BY (A)OFFERING APPROPRIATE PLAY FACILITIES AND TRAINING COURSES. FOR FULL DETAILS SEE CONSTITUTION.

Activities: Early education for 2 1/2 to 5 year old children in a sessional setting according to the national guidelines and curriculum.

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£73,696	£71,045	-	-
2024-07-31	£72,563	£74,132	-	-
2023-07-31	£77,795	£81,038	-	-
2022-07-31	£76,783	£83,661	-	-
2021-07-31	£107,629	£27,939	-	-
2020-07-31	£108,705	£107,629	-	-

Trustees

Name	Role	Appointed
April Crooks		2024-11-12
Jill Brace		2021-01-27
Lauren Amy Brace		2024-11-12
Lisha Kidangon Anthony		2024-11-12

LITTLE OAKS PRE-SCHOOL, FRIMLEY

England & Wales - Charity number 802781

Accounts

Chair's Report

I am pleased to present the Chair's Report for Little Oaks pre-school for the year ending 29.07.25.

During this period, the preschool has continued to provide high-quality early years education and care in a safe, nurturing, and inclusive environment. Our core aim remains to support children in their early development, helping them to become confident, independent learners who are well prepared for the transition to school.

Provision and Attendance

The preschool has continued to operate successfully throughout the year, welcoming children from a diverse range of backgrounds within our local and wider community. We have seen a continued increase in children with English as an Additional Language (EAL), as well as children with Special Educational Needs and Disabilities (SEND). We value this diversity highly, as it enriches the experiences of all children within our setting.

Staff have worked diligently to ensure that all children receive appropriate support, enabling them to access learning and make good progress in line with their individual needs and abilities.

Staff and Safeguarding

The committee would like to formally recognise the commitment, professionalism, and dedication of the staff team. Their ongoing work in delivering a high standard of care and education is greatly appreciated.

Safeguarding remains our highest priority. All policies and procedures are regularly reviewed to ensure compliance with statutory requirements, and staff continue to receive appropriate training to maintain best practice.

Governance and Committee

As a committee-run charity, the effective governance of the preschool relies on the support and involvement of volunteers. I would like to thank the committee members for their time, effort, and commitment throughout the year.

As required by our constitution, the Annual General Meeting provides the opportunity for committee members to step down and for new members to be appointed. This ensures continuity, accountability, and community involvement in the running of the preschool.

Fundraising and Resources

Fundraising continues to play an important role in enhancing the resources and experiences we are able to offer the children. Due to limited committee capacity this year, fundraising activities have been more restricted than in previous years. We are extremely grateful to those who have supported events and contributed in any way.

Looking Ahead

Looking forward, we aim to continue strengthening our provision, further develop fundraising opportunities, and maintain strong links with families and the wider community. We remain committed to providing a high-quality, inclusive early years environment for all children.

Closing Statement

I would like to thank all staff, committee members, and families for their continued support of the preschool. Their dedication ensures that little oaks pre-school remains a valued and trusted part of the community.

Balance Sheet as at 31 July 2025

		Total Funds £	Prior Year Funds £
Fixed Assets			
Tangible assets	Note 11	50,902	50,902
Current Assets			
Debtors and prepayments	Note 8	148	435
Cash at bank and in hand		<u>20,626</u>	<u>17,608</u>
		20,774	18,043
Liabilities			
Creditors: amounts falling due within 1 year	Note 9	<u>480</u>	<u>400</u>
Net asset or liabilities excluding pension asset or liability		20,294	17,643
Defined benefit pension scheme asset or liability		0	0
Total net assets		<u>71,196</u>	<u>68,545</u>
The funds of the charity			
Endowment funds		0	0
Restricted funds		482	482
Unrestricted funds		70,714	68,063
Revaluation reserve		0	0
Pension reserve		<u>0</u>	<u>0</u>
Total charity funds		<u>71,196</u>	<u>68,545</u>

Approved by:

Chair

Date:

Notes to the Accounts

Year to 31 July 2025

1. Basis of preparation

1.1 Basis of accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The accounts 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) issued on 16 July 2014

and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)

and with the Charities Act 2011

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

1.2 Going concern

The trustees are of the view that funding from Surrey County Council and fees charged to parents will be sufficient to cover normal operating costs and on this basis the charity is a going concern.

1.3 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period.

2. Accounting policies

2.1 Recognition of income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met and it is probable that the income will be received and the amount can be measured reliably. Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

There has been no offsetting of assets and liabilities or income and expenses unless required or permitted by the FRS 102 SORP or FRS 102.

The charity has received government grants in the reporting period - Surrey County Council funding for children attending the Pre-School.

Income from interest, royalties and dividends: This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

2.2 Expenditure and liabilities

Liability recognition: Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty

Redundancy cost: The charity made no redundancy payments during the reporting period.

Creditors: The charity has creditors which are measured at settlement amounts less any trade discounts

Provisions for liabilities: A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

2.3 Assets

Tangible fixed assets for use by charity: These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost. The depreciation rates and methods used are disclosed in note 11.

Debtors: Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

3. Trustee expenses and remuneration.

No trustee expenses have been incurred.

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity or a related entity.

4. Related party transactions

There are no related party transactions.

5. Disclosure of audit, independent examination and other financial service fees

	2025	2024
	£	£
Independent examination fees	160	155

6. Grants Receivable

	2025	2024
	£	£
Surrey County Council	-	3,177
	<u>-</u>	<u>3,177</u>

In the year to 31 July 2024 Surrey County Council gave grants for 1:1 support in the amount of £3177

7. Paid employees

Staff costs are comprised of

	2025	2024
	£	£
Salaries (net) and staff welfare	45,952	53,236
Social security costs	6,544	3,522
Pension contributions	1,293	1,193
	<u>53,789</u>	<u>57,951</u>

There are no employees who received employee benefits of more than £60,000

During the reporting period there were an average of 3 employees (2024 - 4 employees)

8. Debtors

	2025	2024
	£	£
Trade debtors	-	-
Prepayments	148	435
	<u>148</u>	<u>435</u>

9. Creditors: amounts falling due within 1 year

	2025	2024
	£	£
Trade creditors	-	-
Accruals and deferred income	480	400
Taxation and social security	-	-
	<u>480</u>	<u>400</u>

10. Movement of Funds

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds
	£	£	£	£
Balance as at 1st August 2024	68,063	482	-	68,545
Net incoming/(outgoing) resources	2,651	-	-	2,651
Balance as at 31st July 2025	<u>70,714</u>	<u>482</u>	<u>-</u>	<u>71,196</u>

11. Tangible fixed assets

11.1 Cost

	Building Area	Play Area	Total
At beginning of year	56,066	6,095	62,161
Additions	-	-	-
Disposals	-	-	-
At end of year	56,066	6,095	62,161

11.2 Depreciation

	Building Area	Play Area	Total
At beginning of year	10,985	274	11,259
Disposals	-	-	-
Depreciation	-	-	-
Impairment	-	-	-
At end of year	10,985	274	11,259

11.3 Net Book Value

At beginning of year	45,081	5,821	50,902
At end of year	45,081	5,821	50,902

Statement of Financial Activities

Year to 31 July 2025

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Prior Year Funds
	£	£	£	£	£
Income and endowments from					
Donations					
Gifts and donations	5	0	0	5	0
Charitable activities					
Pre-School fees including Surrey CC funding	73,511	0	0	73,511	69,316
Grants - other	Note 6	0	0	0	3,222
Other trading activities					
Fundraising	119	0	0	119	16
Other income					
Sundry income	61			61	54
Gross interest	0	0	0	0	0
	<u>73,696</u>	<u>0</u>	<u>0</u>	<u>73,696</u>	<u>72,608</u>
Expenditure on					
Raising funds					
Fundraising	0	0	0	0	0
Charitable activities					
Salaries	Note 7	53,789	0	53,789	57,951
Premises costs		11,449	0	11,449	10,263
Training		130	0	130	501
Materials, equipment, uniform		1,345	0	1,345	962
Insurance		1,844	0	1,844	1,764
Professional fees		1,392	0	1,392	1,510
Administrative costs		997	0	997	1,018
Other					
Bad debts		0	0	0	79
Bank charges and sundry costs		99	0	99	84
	<u>71,045</u>	<u>0</u>	<u>0</u>	<u>71,045</u>	<u>74,132</u>
Net (expenditure)/income	2,651	0	0	2,651	-1,524
Transfers between funds	0	0	0	0	0
Net movement in funds	2,651	0	0	2,651	-1,524
Reconciliation of funds					
Total funds brought forward	68,063	482	0	68,545	70,069
Total funds carried forward	70,714	482	0	71,196	68,545

Little Oaks Pre-School
Year to 31 July 2025

Journals

Nominal

Number J00047

Prepayments		435	1101
Gas	113		7201
Electricity	322		7200

To reverse the credit balances for gas and electricity per Eon statements dated end July 2024

Number J00048

Prepayments	148		1101
Gas		137	7201
Electricity		11	7200

To reflect the balances for gas and electricity per Eon statements as at end July 2025

Gas £137 in credit, Electricity £11 in credit

Number J00049

Professional fees	80		7603
Accruals		80	2300

To increase the accrual from £400 to £480, being £160 for independent review of the accounts and £320 bookkeeping and payroll costs

TOTALS	663	663	
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2025 accruals

Accruals:

Independent reviewer	200
bookkeeping	280
	<u>480</u>

2025 Prepayments

Gas	137
Elec	<u>11</u>
	148

Rent is paid monthly in advance, and paid before month-end, so no accrual or prepayment at year-end

Insurance - from Aug 23 onwards insurance was paid in monthly instalments

Pensions: July pensions paid over by 31 Jul 25 so no accrual required

Restricted Funds:

£150 and £350 donations re bathroom (received in a prior year)	500
Food vouchers grants from SCC 2023	15

Less: amount paid out in July 2023

Plumbfix	62.97	-62.97
Less: food vouchers 2023		-15

Balance at 31 July 2023 437.03

Food vouchers grants from SCC 2024 45

Balance at 31 July 2024 482.03



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Little Oaks Pre-School

**On accounts for the year
ended**

31st July 2025

**Charity no
(if any)**

802781

Set out on pages

1-5

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 07 / 2025**.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

20th May 2026

Name:

Mrs Sheemul Fahim

**Relevant professional
qualification(s) or body
(if any):**

Association of Accounting Technicians (AAT) Level 2

Address:

39 Firwood Drive

Camberley

Surrey GU15 3QD

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Year End Cash In Hand - £3,045

YE Cash in Hand (on Premises) is above £3,000. Advise banking this and keeping physical cash on premises to a minimum (below £1k on premises if practically possible)

Independent Examination Checklist (CC32a)

The Examiner's checklist has been prepared in accordance with The Charity Commission's Direction and guidance for examiners (CC32).

Direction	Direction Heading	Complete (Y/N)	Examiner's Comment	Document Reference
1	Check whether the charity is eligible to have an independent examination	Y	The charity is permitted to have an independent examination. <ul style="list-style-type: none"> Gross income is more than £25,000, but not more than £1 million Aggregate value of Assets are below threshold for Audit of £3.26m 	Statement of Financial Activities DRAFT YE 31 st Jul 25: Turnover = £73,696 and Assets = £71,196
2	Check for any conflict of interest that prevents the examiner from carrying out their independent examination	Y	<ul style="list-style-type: none"> No close or personal relationships with the trustee if the charity exist Examiner is not a donor or has significant influence Examiner has no involvement in day to day administration of the charity 	n/a
3	Record your independent examination	Y	Paper and Electronic copies of: <ul style="list-style-type: none"> Appointment email from Snell Associated Fee invoice for independent examination Independent examiner's report on the accounts Sample Documents Reviewed 	Paper and Electronic copies available of records
4	Plan the independent examination	Y	<ul style="list-style-type: none"> The Pre-School operates under the model constitution of the 'Pre-School Learning Alliance' (Checked) The Pre-School's Policies and Procedures are published on its website. The documents outline the way the school operates and managed (Checked) Accounting records and systems (checked) Charity's structure, its funds and how fund balances changed in the year (checked) the charity's activities in the year and fundraising initiatives – Chair's Report 2025 	Little Oaks website; 'About Us' Kashflow Connect Accounts System Draft Financial Reports for YE 31 Jul-25 Chair's Report 2025
5	Check that accounting records are kept to the required standard	Y	<ul style="list-style-type: none"> The accounting records are up to date and readily available. They provide sufficient information from which the charity's financial position can be understood. Details of income and expenditure have been recorded. Details of assets and liabilities have been recorded. 	Kashflow Accounting System Bank Statements Payroll Reports

			<ul style="list-style-type: none"> Records including vouchers, invoices, bank statements, etc. have been kept to support the accounts 	Customer Fee Invoices Supplier Invoices
6	Check that the accounts are consistent with the accounting records	Y	<ul style="list-style-type: none"> The accounts of the charity have been compared with the charity's accounting records in sufficient detail. The examiner can reasonably conclude that the accounts are not materially inconsistent. 	Kashflow Connect Accounting System Bank Statements Payroll Reports Customer Fee Invoices Supplier Invoices
7	If the accounts are prepared on an accruals basis and one or more related party transactions took place the examiner must check if these were properly disclosed in the notes to the accounts.	Y	No Related Party Transactions disclosed	Notes to the Accounts, Section 4
8	Check the reasonableness of the significant estimates and judgments and accounting policies used in accounting for the types of fund held and in the preparation of the accounts	Y	The accounts have been prepared on the basis of historic cost convention, with items recognized at cost or transaction value	Notes to the Accounts, Section 1
9	The examiner must check whether the trustees have considered the financial circumstances of the charity at the end of the reporting period and, if the accounts are prepared on an accruals basis, check whether the trustees have made an assessment of the charity's position as a going concern when approving the accounts	Y	The accounts have been prepared on a 'going concern basis'. For YE 23 and 24, the organization operated at a deficit. For YE 25, it is now showing a surplus of £2,651 which is a positive development	Notes to Accounts: 1.2 Going Concern
10	Check the form and content of the accounts	Y	The accounts have been prepared in accordance of Statement of Recommended Practice (SORP), The Charities Act and FRS 102	Notes to Accounts: 1.1 Basis of Preparation
11	Identify items from the analytical review of the accounts that need to be followed up for further explanation or evidence	Y	Evidence of cash in hand which has been brought forward from prior year, needs to be followed up, and deposited to Bank.	
12	Compare the trustees' annual report with the accounts	Y	Chair's Report is silent on financial performance. Recommendation is to include, particularly mention turnaround	Chair's Report 2025
13	Write and sign the independent examination report	Y	As per document coversheet	Page 1 of this document

Appendix A - Sample Documents Reviewed

Voucher, Invoices, Remittance, Bank Statements, Monthly Payroll Report

Source Document	Category	Purpose	Reconciled to Accounts
Lloyds Bank Statement	Current Asset	Show year end cash balance and reconciliation to draft accounts	Cash Balance on Lloyds Bank Statement as at 31 st Jul-25 is £17,581.18 Cash in Hand (on premises) is £3,045.39
Monthly Payroll Report vs Bank Statement	Expenditure	Reconcile monthly Payroll Reports to Bank Statement/Transaction	Check 3 months Aug-24, Dec-25, and Mar-25
Surrey CC Remittance Advice (REF: 30625597/30626402 30846425/30847087/30848062	Income (Funding)	Surrey CC Funding (2-4 yr/olds)	Checked remittance vs Bank Statement. Records/Transactions tie
Supplier Invoices: - School Trends - Castle Water - Twinkle	Expenditure	Supplier Fees related to services rendered. Invoices in file checked against payments in Bank Statement	Yes
E.on Next Utility Bill Gas – 4 th August 25. AC No (A-50934272)	Accrual & Prepayments	Aug-25 Gas Bill Supply. Supplier Statement showing credit balance of £137 which matches year end Prepayment Journal.	Supplier Statement, cross checked against statements/payments and system prepayments
Fee Invoice / Email / Kashflow / Bank Statement	Income (Fee)	Validate Fee Income from Parents Multiple Invoices and Remittance checked	Yes

Additional Notes;

Kashflow Connect System, is the Accounting package used. A sample review of data and transactions was conducted which included;

- Supplier Invoices
- Parent Fee Invoices
- Journal entries
- Reports including; P&L, Balance Sheet, Nominal Ledgers and Trial Balance

The system data was reconciled to Bank Statements and sample of paper documents, e.g. physical invoices, emailcorrespondences, etc.

LITTLE OAKS PRE-SCHOOL, FRIMLEY

England & Wales - Charity number 802781

Accounts

Chair's Report 2024.

After a hard but excellent year, Little Oaks continues to be a very successful Pre School. The Pre School-Provides different and fun learning, games and activities to help the children develop and thrive. Jill Brace (manager) and the other staff members provide a safe and educational area of learning that help the children in their own personal goals, helping each child get ready for their next step in life. The hard work from each staff member means that each child is ensured the best possible introduction to their education and important life skills. While being the chair person for another year for the Little Oaks Committee have been able to see behind the scenes and witness firsthand the hard work and dedication that the staff and fellow committee members have given to make this Pre School a truly magical and wonderful place for the children, the staff have a close bond meaning that this Pre School feels like a home and a family rather than just a place to go to work. The staff make sure that any topics covered are relevant and inspired by the children interests and are suitable for the age range at the school, from the library where children can borrow reading books to take home to the mud kitchen allowing role and messy play. We are proud to provide our local community with a special and unique Pre School with an OFSTED rated 'GOOD'. I believe this is the result of amazing quality staff members and the dedication and active support of the committee members from year to year. Little Oaks is a Non-Profit making organisation and is a registered charity, therefore funding for Little Oaks is made up of 3 main factors. 1.government funding for the children. 2.Fees paid by parents for non-funded children or for extracurricular activities, and lunch clubs. 3.fundraising. All the three factors mean that we are able to keep the Pre-school at the current level and for all the staff to keep their focus on caring for the children, given them the best possible opportunities. As a Chairty Little Oaks needs to have a active and supportive committee and needs to continue from year to year, without this the Pre School would not be able to operate, meaning the Pre-school would cease to exist. Members of our committee are volunteers, who are primarily parents of the children attending Little Oaks they play a vital role in the Pre-school from administration to maintenance. All members and parents are equally important to the future of the Pre School and help keep Little Oaks running smoothly.

As a committee we work hard to maintain the school and support the Manager and staff.

Over the past year this has been a challenge as due to a low birthrate nationally we have not had so many children joining us resulting in not as many parents volunteering to join the committee. This has impacted what we could do and the number of fundraising activities we could hold, but we have managed to continue to support the staff and keep the Pre school a going concern.

Nicola Younger

Chair

Little Oaks Pre-School (Frimley)

Balance Sheet as at 31 July 2024

		Total Funds £	Prior Year Funds £
Fixed Assets			
Tangible assets	Note 11	50,902	50,902
Current Assets			
Debtors and prepayments	Note 8	435	1,027
Cash at bank and in hand		17,608	18,626
		<u>18,043</u>	<u>19,653</u>
Liabilities			
Creditors: amounts falling due within 1 year	Note 9	400	486
Net asset or liabilities excluding pension asset or liability		17,643	19,167
Defined benefit pension scheme asset or liability		0	0
Total net assets		<u>68,545</u>	<u>70,069</u>
The funds of the charity			
Endowment funds		0	0
Restricted funds		482	437
Unrestricted funds		68,063	69,632
Revaluation reserve		0	0
Pension reserve		0	0
Total charity funds		<u>68,545</u>	<u>70,069</u>

Approved by: Nicola Younger Chair

Date 05.05.25

Notes to the Accounts

Year to 31 July 2024

1. Basis of preparation

1.1 Basis of accounting

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The trustees are of the view that funding from Surrey County Council and fees charged to parents will be sufficient to cover normal operating costs and on this basis the charity is a going concern.

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No changes to accounting estimates have occurred in the reporting period.

2. Accounting policies

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There has been no offsetting of assets and liabilities or income and expenses unless required or permitted by the FRS 102 SORP or FRS 102.

The charity has received government grants in the reporting period - Surrey County Council funding for children attending the Pre-School.

Income from interest, royalties and dividends: This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

2.2 Expenditure and liabilities

Liability recognition: Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty

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Creditors: The charity has creditors which are measured at settlement amounts less any trade discounts

Provisions for liabilities: A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

2.3 Assets

Tangible fixed assets for use by charity: These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost. The depreciation rates and methods used are disclosed in note 11.

Debtors: Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

3. Trustee expenses and remuneration.

No trustee expenses have been incurred.

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity or a related entity.

4. Related party transactions

There are no related party transactions.

5. Disclosure of audit, independent examination and other financial service fees

	2024	2023
	£	£
Independent examination fees	155	150

6. Grants Receivable

	2024	2023
	£	£
Surrey County Council	3,177	1,615
	<u>3,177</u>	<u>1,615</u>

Surrey County Council funded £3177 for 1:1 assistance (2022: £1600)

Surrey County Council passed on grants for Food Vouchers from the government £45 (2022 £15)

7. Paid employees

Staff costs are comprised of

	2024	2023
	£	£
Salaries (net) and staff welfare	53,236	58,374
Social security costs	3,522	4,995
Pension contributions	1,193	1,034
	<u>57,951</u>	<u>64,403</u>

There are no employees who received employee benefits of more than £60,000

During the reporting period there were an average of 4 employees

8. Debtors

	2024	2023
	£	£
Trade debtors	-	-
Prepayments	435	1,027
	<u>435</u>	<u>1,027</u>

9. Creditors: amounts falling due within 1 year

	2024	2023
	£	£
Trade creditors	-	-
Accruals and deferred income	400	400
Taxation and social security	-	86
	<u>400</u>	<u>486</u>

10. Movement of Funds

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds
	£	£	£	£
Balance as at 1st August 2023	69,632	437	-	70,069
Net incoming/(outgoing) resources	- 1,569	45	-	- 1,524
Balance as at 31st July 2024	68,063	482	-	68,545

11. Tangible fixed assets

11.1 Cost

	Building Area	Play Area	Total
At beginning of year	56,066	6,095	62,161
Additions	-	-	-
Disposals	-	-	-
At end of year	56,066	6,095	62,161

11.2 Depreciation

	Building Area	Play Area	Total
At beginning of year	10,985	274	11,259
Disposals	-	-	-
Depreciation	-	-	-
Impairment	-	-	-
At end of year	10,985	274	11,259

11.3 Net Book Value

At beginning of year	45,081	5,821	50,902
At end of year	45,081	5,821	50,902

Statement of Financial Activities

Year to 31 July 2024

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Prior Year Funds
	£	£	£	£	£
Income and endowments from					
Donations					
Gifts and donations	0	0	0	0	110
Charitable activities					
Pre-School fees including Surrey CC funding	69,316	0	0	69,316	73,576
Grants - other	Note 6 3,177	45	0	3,222	1,615
Other trading activities					
Fundraising	16	0	0	16	2,494
Other income					
Sundry income	54			54	0
Gross interest	0	0	0	0	0
	<u>72,563</u>	<u>45</u>	<u>0</u>	<u>72,608</u>	<u>77,795</u>
Expenditure on					
Raising funds					
Fundraising	0	0	0	0	379
Charitable activities					
Salaries	Note 7 57,951	0	0	57,951	64,403
Premises costs	10,263	0	0	10,263	11,665
Training	501	0	0	501	0
Materials, equipment, uniform	962	0	0	962	459
Insurance	1,764	0	0	1,764	1,564
Professional fees	1,510	0	0	1,510	1,301
Administrative costs	1,018	0	0	1,018	1,154
Other					
Bad debts	79	0	0	79	0
Bank charges and sundry costs	84	0	0	84	113
	<u>74,132</u>	<u>0</u>	<u>0</u>	<u>74,132</u>	<u>81,038</u>
Net (expenditure)/income	-1,569	45	0	-1,524	-3,243
Transfers between funds	0	0	0	0	0
Net movement in funds	<u>-1,569</u>	<u>45</u>	<u>0</u>	<u>-1,524</u>	<u>-3,243</u>
Reconciliation of funds					
Total funds brought forward	69,632	437	0	70,069	73,312
Total funds carried forward	68,063	482	0	68,545	70,069

Little Oaks Pre-School
Year to 31 July 2024

Journals

Nominal

Number J00044

Accruals	86.16	2300
Pensions	86.16	7012
To reverse July 2023 accrual re pension contributions, paid out of bank on 02 Aug 23		

Number J00045

Prepayments	1027	1101
Gas	692	7201
Electricity	335	7200
To reverse the credit balances for gas and electricity per Eon statements dated end July 2023		

Number J00046

Prepayments	435	1101
Gas	113	7201
Electricity	322	7200
To reflect the balances for gas and electricity per Eon statements as at end July 2024		

TOTALS	1462	1462
--------	------	------

2024 accruals

Accruals:

Independent reviewer	155
bookkeeping	245
	<u>400</u>

2024 Prepayments

Gas/elec	435
----------	-----

Rent now paid monthly in 2023 and paid before month-end, so no accrual or prepayment at year-end

Insurance - from Aug 23 onwards insurance should have been paid in instalments, so no prepayment due in 2023 accounts

Pensions: July pensions paid over on 31 Jul 24 so no accrual required

Restricted Funds: £150 and £350 donations re bathroom (received in a prior year)	500
Food vouchers grants from SCC 2023	15
Less: amount paid out in July 2023	
Plumbfix	62.97
Less: food vouchers 2023	-15
Balance at 31 July 2023	437.03
Food vouchers grants from SCC 2024	45
Balance at 31 July 2024	482.03



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Little Oaks Pre-School

**On accounts for the year
ended**

31st July 2024

**Charity no
(if any)**

802781

Set out on pages

1-5

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 07 / 2024**.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

30th May 2025

Name:

Mrs Sheemul Fahim

**Relevant professional
qualification(s) or body
(if any):**

Association of Accounting Technicians (AAT) Level 2

Address:

39 Firwood Drive

Camberley

Surrey GU15 3QD

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Cash in Hand

Prior Year's (2023) Cash in Hand balance of £2,054 not banked during year. Based on email correspondence between Accountant and Manager, it is established the cash is 'on-premises'. Advise to check that the cash is there and banked.

Operating Deficit

Although there is a healthy reserve fund, advise that Chair's Report be more transparent (upfront) on Operating deficit. 2nd year of Operating Deficit and this in turn depletes the reserves. Need to understand what steps are being taken to mitigate this and/or reverse this trend.

Independent Examination Checklist (CC32a)

The Examiner's checklist has been prepared in accordance with The Charity Commission's Direction and guidance for examiners (CC32).

Direction	Direction Heading	Complete (Y/N)	Examiner's Comment	Document Reference
1	Check whether the charity is eligible to have an independent examination	Y	The charity is permitted to have an independent examination. <ul style="list-style-type: none"> • Gross income is more than £25,000, but not more than £1 million • Aggregate value of Assets are below threshold for Audit of £3.26m 	Statement of Financial Activities DRAFT YE 31 st Jul 24: Turnover = £72,608 and Assets = £68,545
2	Check for any conflict of interest that prevents the examiner from carrying out their independent examination	Y	<ul style="list-style-type: none"> • No close or personal relationships with the trustee if the charity exist • Examiner is not a donor or has significant influence • Examiner has no involvement in day to day administration of the charity 	n/a
3	Record your independent examination	Y	Paper and Electronic copies of: <ul style="list-style-type: none"> • Appointment email from Snell Associated • Fee invoice for independent examination • Independent examiner's report on the accounts • Sample Documents Reviewed 	Paper and Electronic copies available of records
4	Plan the independent examination	Y	<ul style="list-style-type: none"> • The Pre-School operates under the model constitution of the 'Pre-School Learning Alliance' (Checked) • The Pre-School's Policies and Procedures are published on its website. The documents outline the way the school operates and managed (Checked) • Accounting records and systems (checked) • Charity's structure, its funds and how fund balances changed in the year (checked) • the charity's activities in the year and spending, and the financial risks the charity faces – Chair's Report 2024 	Little Oaks website; 'About Us' Kashflow Connect Accounts System Draft Financial Reports for YE 31 Jul-24 Chair's Report 2024
5	Check that accounting records are kept to the required standard	Y	<ul style="list-style-type: none"> • The accounting records are up to date and readily available. They provide sufficient information from which the charity's financial position can be understood. • Details of income and expenditure have been recorded. Details of assets and liabilities have been recorded. 	Kashflow Accounting System Bank Statements Payroll Reports

			<ul style="list-style-type: none"> Records including vouchers, invoices, bank statements, etc. have been kept to support the accounts 	<p>Customer Fee Invoices</p> <p>Supplier Invoices</p>
6	Check that the accounts are consistent with the accounting records	Y	<ul style="list-style-type: none"> The accounts of the charity have been compared with the charity's accounting records in sufficient detail. The examiner can reasonably conclude that the accounts are not materially inconsistent. 	<p>Kashflow Connect Accounting System</p> <p>Bank Statements</p> <p>Payroll Reports</p> <p>Customer Fee Invoices</p> <p>Supplier Invoices</p>
7	If the accounts are prepared on an accruals basis and one or more related party transactions took place the examiner must check if these were properly disclosed in the notes to the accounts.	Y	No Related Party Transactions disclosed	Notes to the Accounts, Section 4
8	Check the reasonableness of the significant estimates and judgments and accounting policies used in accounting for the types of fund held and in the preparation of the accounts	Y	The accounts have been prepared on the basis of historic cost convention, with items recognised at cost or transaction value	Notes to the Accounts, Section 1
9	The examiner must check whether the trustees have considered the financial circumstances of the charity at the end of the reporting period and, if the accounts are prepared on an accruals basis, check whether the trustees have made an assessment of the charity's position as a going concern when approving the accounts	Y	The accounts have been prepared on a 'going concern basis'. However the organization has been operating a deficit for at least two years and this is reducing the available reserves. This should be monitored.	Notes to Accounts: 1.2 Going Concern
10	Check the form and content of the accounts	Y	The accounts have been prepared in accordance of Statement of Recommended Practice (SORP), The Charities Act and FRS 102	Notes to Accounts: 1.1 Basis of Preparation
11	Identify items from the analytical review of the accounts that need to be followed up for further explanation or evidence	Y	Evidence of cash in hand which has been brought forward from prior year, needs to be followed up, and deposited to Bank.	Email from Caroline to Jill dated 18 th /21 st March 2025
12	Compare the trustees' annual report with the accounts	Y	Chair's Report	Chair's Report 2024
13	Write and sign the independent examination report	Y	As per document coversheet	Page 1 of this document

Appendix A - Sample Documents Reviewed

Voucher, Invoices, Remittance, Bank Statements, Monthly Payroll Report

Source Document	Category	Purpose	Reconciled to Accounts
Lloyds Bank Statement	Current Asset	Show year end cash balance and reconciliation to draft accounts	Cash Balance on Lloyds Bank Statement as at 31 st Jul-24 is £15,111.55 Cash in Hand – see email correspondence between Jill and Caroline dated 18 th /21 st March 25
Monthly Payroll Report vs Bank Statement	Expenditure	Reconcile monthly Payroll Reports to Bank Statement/Transaction	Yes
Surrey CC Remittance Advice (REF: 30443772 30444665 30446755)	Income (Funding)	Surrey CC Funding Summer 24 (2-4 yr/olds)	Yes: Remittance = £9,999.96 Bank State' = £9,999.96
Pro Trainings Invoice Inv No: 74315 (19/03/2024)	Expenditure	Supplier Fees relating to First Aid Training	Invoice Amount: £501 Payment Amount: £501 paid on 15 th May 2024
E.on Next Utility Bill Electric Jul-24. AC No (A-3E47DFDD)	Accrual & Prepayments	Jul-24 Gas and Electricity Bill Supply. Supplier Statement showing credit balance used to prepared Prepayment Journal. Gas = £113.46 / Elec' = £322.18	Supplier Statement, cross checked against statements/payments and system prepayments
Fee Invoice / Email / Kashflow / Bank Statement	Income (Fee)	Validate Fee Income from Parents Multiple Invoices and Remittance checked	Yes

Additional Notes;

Kashflow Connect System, is the Accounting package used. A sample review of data and transactions was conducted which included;

- Supplier Invoices
- Parent Fee Invoices
- Journal entries
- Reports including; P&L, Balance Sheet and Trial Balance

The system data was reconciled to Bank Statements and paper documents, e.g. physical invoices, email correspondences, etc.

LITTLE OAKS PRE-SCHOOL, FRIMLEY

England & Wales - Charity number 802781

Accounts

Little Oaks Pre school
Report 2022-2023
Trustees
Nicola Younger
Sofie Chandler – Heal
Gemma Martin
Jill Brace

Charity number 802781

Chairperson's

The pre-school has faced yet another challenging year in line with the general upturn in cost of living we are experiencing all over the UK. However, we can see Little Oaks' resilience in continuing to provide great care for the community and the children that attend. I would like to put on record a big thank you to Jill Brace and all the staff for their continued hard work, dedication, and effort that they put in daily. The staff are what stands the preschool apart and the care the children receive is extremely nurturing.

The great provision that Little Oaks provides is evident after its Ofsted inspection carried out in July 2023. The preschool achieved a Good rating across the board. The inspection highlighted the care the children receive 'Children have a point of contact and a familiar face to approach. They feel safe and secure and go to staff easily'. The report also centred attention on the importance of the use of its outdoor space which is one of the integral parts of the day for all children. Little Oaks has developed this area over the years through grants and fundraising and it is something they remain enormously proud of. 'Staff place as much emphasis as possible on outside play. For example, children enter the garden space and engage with an array of resources to support their physical development. Staff extends the learning available inside to the outside space.' In addition to this it was also noted that 'all children make good progress, including children who speak English as an additional language and children with special educational needs and/or disabilities (SEND).'

During this year, the numbers enrolled at the pre-school started off low, potentially due to a low birth rate year. This however, picked up towards the latter part of the year. The fluctuations in numbers, whilst not unusual, led us to realise that we needed to look at our offering in terms of hours, sessions, and restrictions on mornings versus afternoon sessions. This is something that may need to be revisited going forward to ensure to capitalise on the number of children registered.

One of our longstanding staff members left the pre-school due to relocation. Angela will be greatly missed, and we are thankful for all her hard work over the many years spent with the team and children. We were also happy to welcome back Tracey after being off on long term sick.

Fundraising over the year remained steady, with a Christmas fair, Easter event, a sponsored collect and the pre-schools annual May Fair (our biggest fundraiser). Across the year, over £2000 was raised towards the school. The help of the parents and people from the local community was much appreciated with many previous Little Oaks families coming to support our events.

During the summer holidays we replaced the ramp at the front of the building as it had become too unsafe to use. We had to hold off on refurbishing the toilets until we had completed on the lease renewal

Moving forward, the lease for the land owned by The Kite Academy is still being negotiated (we have had a rise in rent this year). We must continue to navigate the rising costs amidst the changes in the economy. Little Oaks remains ready to change with the times and I am confident that the preschool will continue with its provision in the local community.

Nicola Younger
Chair

Balance Sheet as at 31 July 2023

		Total Funds £	Prior Year Funds £
Fixed Assets			
Tangible assets	Note 11	50,902	50,902
Current Assets			
Debtors and prepayments	Note 8	1,027	3,618
Cash at bank and in hand		18,626	19,712
		<u>19,653</u>	<u>23,330</u>
Liabilities			
Creditors: amounts falling due within 1 year	Note 9	486	920
Net asset or liabilities excluding pension asset or liability		19,167	22,410
Defined benefit pension scheme asset or liability		0	0
Total net assets		<u>70,069</u>	<u>73,312</u>
The funds of the charity			
Endowment funds		0	0
Restricted funds		437	500
Unrestricted funds		69,632	72,812
Revaluation reserve		0	0
Pension reserve		0	0
Total charity funds		<u>70,069</u>	<u>73,312</u>

Approved by: Nicola Younger Chair

Date: 31/05/2024

N. Younger



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name
Little Oaks Pre-School

On accounts for the year ended

31st July 2022

Charity no (if any)

802781

Set out on pages

1-6

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 07 / 2022.

Responsibilities and basis of report

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

Independent examiner's statement

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

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

15th May 2023

Name:

Mrs Sheemul Fahim

Relevant professional qualification(s) or body (if any):

Association of Accounting Technicians (AAT) Level 2

Address:

39 Firwood Drive

Camberley

Surrey GU15 3QD

LITTLE OAKS PRE-SCHOOL, FRIMLEY

England & Wales - Charity number 802781

Accounts

Chair's report 2022

First and foremost, I would like to thank the entire Little Oaks team for their continued hard work and dedication to the children of the Pre-School. Without them, working under the expert guidance of Jill, pre-school care in the area would be a different story.

In our first full year after the pandemic, the Pre-School has faced a challenging year yet again.

One of the major changes that the Pre-School has faced is the loss of a long-standing staff member, Lauren Brace. I would like to take this opportunity to thank Lauren for her many years of dedication and hard work which has definitely contributed massively to the Pre-School being an integral part of the children's passage into the school system. She will be missed and the committee & staff all wish her the very best of luck in this new chapter of her career.

We would like to welcome Cynnoe who has filled the hole left by Laurens departure. The wealth of experience that Cynnoe has in this type of setting has already enabled her to settle in quickly and become a valued member of the team.

The continually increasing cost of living has been hard on the Pre-School with supplies and incidentals etc. increasing our cost base as well as the energy hikes that we are all familiar with. The knock-on effect of this is that the fundraising activities that the committee conduct throughout the year have been even more important to the Pre-School than ever before in recent times.

Fundraising activities and events have been held with the same cadence as previous years, hitting all of the relevant points in the event calendar (i.e. Christmas, Easter, May Fayre etc) however it is clear that there is less disposable income in the area which has adversely affected the ability to raise as much funding as we would like.

Considering the challenges above, during the period of this report, the Pre-School has managed to deliver the usually high standard of learning and care to its children offering a safe and fun environment for the children to develop key skills with fun learning games and activities. This is accomplished by leveraging all of the tools and educational resources available to the children's key workers such as the Tapestry tool as well as the supplies purchased on behalf of the school from the fundraising efforts.

The pre-school has continued to embrace and encourage outdoor learning and play which was something that was especially important during the COVID pandemic and has remained a popular part of the children's time spent at Little Oaks.

Jill Brace (the Manager) and her team of staff members all contribute to a learning environment which allows the children to realise their own personal learning goals by really getting to know and understand each child individually. This is reflected in the way that the staff tailor activities specifically to the interests of the children whilst staying within guidelines of knowing what it is that the children will need in terms of both education fundamentals and life skills when they enter full time education at their chosen primary school.

The quality of relationships that all staff forge with their pupils can be seen very clearly when the various fundraising events occur throughout the year and the children, parents and staff are all together, there is a strong family atmosphere, and it is a joy to watch.

The pre-school operates as a non-profit making organisation that is also a registered charity. Therefore, funding for maintaining, developing, improving and running the Pre-School on a day-to-day basis comes from 3 main sources:

1. Government funding for statutory hours of attendance.
2. Extra attendance hours that are non-government funded, therefore paid by parents/guardians.

3. Fundraising events organised by the committee. This typically includes a May Fayre, a Christmas market event and several other smaller fundraising initiatives throughout the pre-school year and holidays.

This fundraising enables the committee to remove the financial burden of running such an establishment as much as possible from the staff to allow them to focus all of their attention and energy on the children and their development.

The committee members meet regularly to liaise with and plan how to support Jill and her staff members. The committee are continually looking to replace leaving parents and also asking for more members to help ensure that the Pre-School continues to operate as best it can.

The Pre-School is in a generally good state of repair, with a number of new facilities having been added over the last few years and there are no major planned expenditures that can be foreseen.

Objectives that the committee are aware of, which need attention are as follows:

1. Organise and finalise the renewal of the lease for the grounds on which Little Oaks resides. The lease has now ended and negotiations are underway with The Kite Academy to resolve this.
2. Refurbish the toilet facilities within the building.
3. Replace or recondition the access ramp to the building.

The above objectives are only able to be met by leveraging the much needed funds that result from the events that we hold. The committee recognise the need to hold further fundraising efforts to be able to achieve against these stated objectives, however it is regretful that in the current economic climate fundraising is an increasingly hard activity with disposable incomes being at an all-time low for the majority of households in the area.

One of the Pre-Schools most successful events in the fundraising calendar is the May Fayre which is held every year. The weather was well and truly with us this year and the community supported us in their usual way with both current and past children turning up with their parents. With the usual array of stalls and activities that the staff and committee work so hard to pull together on the day, we managed to raise a respectable £1691 with everyone involved having a wonderful day.

Nicola Younger
Little Oaks Chair

Statement of Financial Activities

Year to 31 July 2022

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Prior Year Funds
	£	£	£	£	£
Income and endowments from					
Donations					
Gifts and donations	1,577	0	0	1,577	4,613
Charitable activities					
Pre-School fees including Surrey CC funding	69,435	0	0	69,435	49,771
Grants - other	2,374	600	0	2,974	3,373
Other trading activities					
Fundraising	2,687	0	0	2,687	1,409
Other income					
Late payment fees	110	0	0	110	20
Sundry income	0			0	60
Gross interest	0	0	0	0	0
	<u>76,183</u>	<u>600</u>	<u>0</u>	<u>76,783</u>	<u>59,246</u>
Expenditure on					
Raising funds					
Fundraising	454	0	0	454	97
Charitable activities					
Salaries	68,478	0	0	68,478	71,987
Premises costs	9,282	0	0	9,282	9,132
Training	12	0	0	12	710
Materials, equipment, uniform	575	600	0	1,175	1,277
Insurance	1,414	0	0	1,414	0
Professional fees	1,387	0	0	1,387	2,490
Administrative costs	1,204	0	0	1,204	895
Other					
Bad debts	170	0	0	170	2
Bank charges and sundry costs	85	0	0	85	95
	<u>83,061</u>	<u>600</u>	<u>0</u>	<u>83,661</u>	<u>86,685</u>
Net (expenditure)/income	-6,878	0	0	-6,878	-27,439
Transfers between funds	0	0	0	0	0
Net movement in funds	-6,878	0	0	-6,878	-27,439
Reconciliation of funds					
Total funds brought forward	80,190	0	0	80,190	107,629
Total funds carried forward	73,312	0	0	73,312	80,190

Restricted Funds: £150 and £350 donations re bathroom



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name
Little Oaks Pre-School

On accounts for the year ended

31st July 2022

Charity no (if any)

802781

Set out on pages

1-6

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 07 / 2022.

Responsibilities and basis of report

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

Independent examiner's statement

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

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

15th May 2023

Name:

Mrs Sheemul Fahim

Relevant professional qualification(s) or body (if any):

Association of Accounting Technicians (AAT) Level 2

Address:

39 Firwood Drive

Camberley

Surrey GU15 3QD

LITTLE OAKS PRE-SCHOOL, FRIMLEY

England & Wales - Charity number 802781

Accounts

Chair's report 2021

Following a tough year with COVID-19, the Pre-School weathered the storm admirably and exited the tough period intact with all staff ultimately returning to back to work as normal. Whilst this is positive and demonstrates all the staff members commitment and professionalism, it doesn't come without cost - and that is that the cash reserve that had been hard won over previous years fundraising activities had been significantly depleted.

Due to lockdown restrictions there was one stretch whereby the Pre-School was forced to close its doors which meant operating with a partial staff furlough (3 furloughed, 3 drawing a wage).

During this tough period, the Pre-School demonstrated remarkable resilience in being able to continue to deliver learning to its children. This was accomplished via the children's key workers supplying relevant tasks and content with the Tapestry tool as well as Jill delivering You Tube or Facebook sessions to the entire Pre-School twice a week.

It was also during the pandemic in August 2020 that the Pre-School refurbished their kitchen facility to provide a more sanitary environment in-line with guidelines for operating in what is now a COVID-19 world.

Even with these challenges and changes to the way things had to work, Little Oaks continued to be the successful Pre-School that it has always been and provided a safe and fun environment for the children to develop key skills with fun learning games and activities.

Some other changes that COVID-19 has been a catalyst for:

- From October 2020 onwards the general delivery of Pre-School services has adapted to a more outside delivery of learning.
- In general, a greatly enhanced cleaning regime has been adopted which has resulted in higher operating costs for the Pre-School, yet a price increase has been strongly resisted.

Jill Brace (the Manager) and her team of staff members all contribute to a learning environment which allows the children to realise their own personal learning goals by really getting to know and understand each child individually. This is reflected in the way that the staff tailor activities specifically to the interests of the children whilst staying within guidelines of knowing what it is that the children will need in terms of both education fundamentals and life skills when they enter full time education at their chosen primary school.

The quality of relationships that all staff forge with their pupils can be seen very clearly when the various fundraising events occur throughout the year and the children, parents and staff are all together, there is a strong family atmosphere, and it is a joy to watch.

The pre-school operates as a non-profit making organisation that is also a registered charity. Therefore, funding for maintaining, developing, improving and running the Pre-School on a day-to-day basis comes from 3 main sources:

1. Government funding for statutory hours of attendance.
2. Extra attendance hours that are non-government funded, therefore paid by parents/guardians.
3. Fundraising events organised by the committee. This typically includes a May Fayre, a Christmas market event and several other smaller fundraising

initiatives throughout the pre-school year and holidays.

This fundraising enables the committee to remove the financial burden of running such an establishment as much as possible from the staff to allow them to focus all of their attention and energy on the children and their development.

The committee members meet regularly to liaise with and plan how to support Jill and her staff members. The committee are continually looking to replace leaving parents and also asking for more members to help ensure that the Pre-School continues to operate as best it can.

The Pre-School is in a generally good state of repair, with a number of new facilities having been added over the last few years and there are no major planned expenditures that can be foreseen outside of the items below.

This coming year, the aspirational goals of the Committee are to:

1. Organise and finalise the renewal of the lease for the grounds on which Little Oaks resides.
2. Refurbish the toilet facilities within the building.
3. Replace or recondition the access ramp to the building.

Towards the latter part of the school year, Little Oaks unfortunately had to close down between late April and July due to complications with the change in OFSTED status of the Pre-School from a "Limited Company" to a "Community group with a committee" run Pre-School.

Lastly in July 2021 Little Oaks managed to host a sports day which was the first back to normal event that they

were able to put on. All the staff, parents and children really enjoyed this event, and it was a great success as well as a nice reminder of the fact that things were hopefully edging back towards normal.

Nicola Younger
Little Oaks Chair

Balance Sheet

Notes

SoFA

Little Oaks Pre-School (Frimley)

Balance Sheet as at 31 July 2021

		Total Funds £	Prior Year Funds £
Fixed Assets			
Tangible assets	Note 11	50,902	50,902
Current Assets			
Debtors and prepayments	Note 8	5,758	665
Cash at bank and in hand		25,101	57,217
		<u>30,859</u>	<u>57,882</u>
Liabilities			
Creditors: amounts falling due within 1 year	Note 9	<u>1,571</u>	<u>1,155</u>
Net asset or liabilities excluding pension asset or liability		29,288	56,727
Defined benefit pension scheme asset or liability		0	0
Total net assets		<u>80,190</u>	<u>107,629</u>
The funds of the charity			
Endowment funds		0	0
Restricted funds		500	0
Unrestricted funds		79,690	107,629
Revaluation reserve		0	0
Pension reserve		0	0
Total charity funds		<u>80,190</u>	<u>107,629</u>

Approved by:

N. Younger

Chair

NICOLA YOUNGER

Date:

30/5/22

Little Oaks Pre-School (Frimley)

Notes to the Accounts

Year to 31 July 2021

1. Basis of preparation

1.1 Basis of accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The accounts 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) issued on 16 July 2014

and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)

and with the Charities Act 2011

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

1.2 Going concern

The trustees are of the view that funding from Surrey County Council and fees charged to parents will be sufficient to cover normal operating costs and on this basis the charity is a going concern.

1.3 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period.

2. Accounting policies

2.1 Recognition of income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met and it is probable that the income will be received and the amount can be measured reliably. Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

There has been no offsetting of assets and liabilities or income and expenses unless required or permitted by the FRS 102 SORP or FRS 102.

The charity has received government grants in the reporting period - Surrey County Council funding for children attending the Pre-School.

Income from interest, royalties and dividends: This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

2.2 Expenditure and liabilities

Liability recognition: Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty

Redundancy cost: The charity made no redundancy payments during the reporting period.

Creditors: The charity has creditors which are measured at settlement amounts less any trade discounts

Provisions for liabilities: A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

2.3 Assets

Tangible fixed assets for use by charity: These are capitalised if they can be used for more than one year, and cost at least £500.

They are valued at cost. The depreciation rates and methods used are disclosed in note 11.

Debtors: Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

3. Trustee expenses and remuneration.

No trustee expenses have been incurred.

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity or a related entity.

4. Related party transactions

There are no related party transactions.

5. Disclosure of audit, independent examination and other financial service fees

	2021	2020
	£	£
Independent examination fees	150	150

6. Grants Receivable

	2021	2020
	£	£
Coronavirus Job Retention Scheme	3,181	7,278
Surrey County Council	-	440
Covid-19 sick pay refunded	192	-
	<u>3,373</u>	<u>7,718</u>

An amount of £3181 was received under the Coronavirus Job Retention Scheme which was used to pay furlough salaries.

Statutory sick pay of £191.70 was refunded by the government under special Covid-19 rules

2020: Surrey County Council awarded an Inclusion Grant of £440 which was used to support a child with special needs.

7. Paid employees

Staff costs are comprised of

	2021	2020
	£	£
Salaries (net) and staff welfare	64,401	63,429
Social security costs	6,133	5,509
Pension contributions	1,453	168
	<u>71,987</u>	<u>69,106</u>

There are no employees who received employee benefits of more than £60,000

During the reporting period there were an average of 6 employees

8. Debtors

	2021	2020
	£	£
Trade debtors	3,974	-
Prepayments	1,784	665
	<u>5,758</u>	<u>665</u>

9. Creditors: amounts falling due within 1 year

	2021	2020
	£	£
Trade creditors	479	578

Accruals and deferred income	1,092	577
Taxation and social security	-	-
	<u>1,571</u>	<u>1,155</u>

10. Movement of Funds

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds
	£	£	£	£
Balance as at 1st August 2020	107,629	-	-	107,629
Net incoming/(outgoing) resources	- 27,939	500	-	- 27,439
Balance as at 31st July 2021	<u>79,690</u>	<u>500</u>	<u>-</u>	<u>80,190</u>

11. Tangible fixed assets

11.1 Cost

	Building Area	Play Area	Total
At beginning of year	56,066	6,095	62,161
Additions	-	-	-
Disposals	-	-	-
At end of year	56,066	6,095	62,161

11.2 Depreciation

	Building Area	Play Area	Total
At beginning of year	10,985	274	11,259
Disposals	-	-	-
Depreciation	-	-	-
Impairment	-	-	-
At end of year	10,985	274	11,259

11.3 Net Book Value

At beginning of year	45,081	5,821	50,902
At end of year	45,081	5,821	50,902

Little Oaks Pre-School (Frimley)

Statement of Financial Activities

Year to 31 July 2021

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Prior Year Funds
	£	£	£	£	£
Income and endowments from					
Donations					
Gifts and donations	4,113	500	0	4,613	0
Charitable activities					
Pre-School fees including Surrey CC funding	49,423	0	0	49,423	67,507
Grants - other	3,373	0	0	3,373	7,718
Lunch Club fees	348	0	0	348	770
Other trading activities					
Fundraising	1,409	0	0	1,409	3,848
Other income					
Late payment fees	20	0	0	20	45
Sundry income	60	0	0	60	588
Gross interest	0	0	0	0	758
	<u>58,746</u>	<u>500</u>	<u>0</u>	<u>59,246</u>	<u>81,234</u>
Expenditure on					
Raising funds					
Fundraising	97	0	0	97	530
Charitable activities					
Salaries	71,987	0	0	71,987	69,106
Premises costs	9,132	0	0	9,132	7,319
Training	710	0	0	710	0
Materials, equipment, uniform	1,277	0	0	1,277	936
Insurance	0	0	0	0	1,140
Professional fees	2,490	0	0	2,490	2,684
Administrative costs	895	0	0	895	487
Other					
Bad debts	2	0	0	2	0
Bank charges and sundry costs	95	0	0	95	108
	<u>86,685</u>	<u>0</u>	<u>0</u>	<u>86,685</u>	<u>82,310</u>
Net (expenditure)/income	-27,939	500	0	-27,439	-1,076
Transfers between funds	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Net movement in funds	-27,939	500	0	-27,439	-1,076
Reconciliation of funds					
Total funds brought forward	107,629	0	0	107,629	108,705
Total funds carried forward	79,690	500	0	80,190	107,629

Restricted Funds: £150 and £350 donations re bathroom



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Little Oaks Pre-School

**On accounts for the year
ended**

31st July 2021

**Charity no
(if any)**

802781

Set out on pages

1-5

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 07 / 2021**.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

30th May 2022

Name:

Mrs Sheemul Fahim

**Relevant professional
qualification(s) or body
(if any):**

Association of Accounting Technicians (AAT) Level 2

Address:

39 Firwood Drive

Camberley

Surrey GU15 3QD

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Independent Examination Checklist (CC32a)

The Examiner's checklist has been prepared in accordance with The Charity Commission's Direction and guidance for examiners (CC32).

Direction	Direction Heading	Complete (Y/N)	Examiner's Comment	Document Reference
1	Check whether the charity is eligible to have an independent examination	Y	The charity is permitted to have an independent examination. <ul style="list-style-type: none"> • Gross income is more than £25,000, but not more than £1 million • Aggregate value of Assets are below threshold for Audit 	Statement of Financial Activities DRAFT YE 31 st Jul 21
2	Check for any conflict of interest that prevents the examiner from carrying out their independent examination	Y	<ul style="list-style-type: none"> • No close or personal relationships with the trustee if the charity exist • Examiner us not a donor or has significant influence • Examiner has no involvement in day to day administration of the charity 	n/a
3	Record your independent examination	Y	Paper and Electronic copies of: <ul style="list-style-type: none"> • Appointment letter from Snell Associated • Fee invoice for independent examination • Independent examiner's report on the accounts • Sample Documents Reviewed 	Paper and Electronic copies available of records Appendix A
4	Plan the independent examination	Y	<ul style="list-style-type: none"> • the charity's constitution - Checked • the way the organisation is controlled and managed – Checked • whether action has been taken on any previous recommendations for improvement • Ofsted Report 31st October 2017 – Improvement actions seen in Chairs Report 2021 • the accounting records and systems – Checked • the charity's structure, its funds and how fund balances changed in the year – Checked • the charity's activities in the year and spending and the financial risks the charity faces – Chair's Report 2021 	Little Oaks website; About Us Ofsted Inspection Kashflow Connect Accounting System Chair's Report 2021
5	Check that accounting records are kept to the required standard	Y	<ul style="list-style-type: none"> • The accounting records are up to date and readily available. They provide sufficient information from which the charity's financial position can be understood for the fiscal year • Details of income and expenditure have been recorded. Details of assets and liabilities have been recorded. 	Kashflow Connect Accounting System Bank Statements Payroll Reports

			<ul style="list-style-type: none"> Records including vouchers, invoices, bank statements, etc., have been kept to support the accounts 	<p>Customer Fee Invoices</p> <p>Supplier Invoices</p>
6	Check that the accounts are consistent with the accounting records	Y	<ul style="list-style-type: none"> The accounts of the charity have been compared with the charity's accounting records in sufficient detail. The examiner can reasonably conclude that the accounts are not materially inconsistent. 	<p>Kashflow Connect Accounting System</p> <p>Bank Statements</p> <p>Payroll Reports</p> <p>Customer Fee Invoices</p> <p>Supplier Invoices</p>
7	If the accounts are prepared on an accruals basis and one or more related party transactions took place the examiner must check if these were properly disclosed in the notes to the accounts.	Y	No Related Party Transactions disclosed	Notes to the Accounts, Section 4
8	Check the reasonableness of the significant estimates and judgments and accounting policies used in accounting for the types of fund held and in the preparation of the accounts	Y	The accounts have been prepared on the basis of historic cost convention, with items recognised at cost or transaction value	Notes to the Accounts, Section 1
9	The examiner must check whether the trustees have considered the financial circumstances of the charity at the end of the reporting period and, if the accounts are prepared on an accruals basis, check whether the trustees have made an assessment of the charity's position as a going concern when approving the accounts	Y	<p>Minutes from the Trustees confirming their assessment of Going Concern and reserve policy</p> <p>Notes to the account indicate funding from Surrey County Council and Fees from Parents are sufficient to cover operating cost</p>	<p>Chair's Report 2021</p> <p>Notes to Accounts: 1.2 Going Concern</p>
10	Check the form and content of the accounts	Y	The accounts have been prepared in accordance of Statement of Recommended Practice (SORP), The Charities Act and FRS 102	
11	Identify items from the analytical review of the accounts that need to be followed up for further explanation or evidence	Y	No items identified which require follow up	n/a
12	Compare the trustees' annual report with the accounts	Y	Accounts compared to Chairs Report – Specifically Furlough payments were noted.	Chair's Report 2021
13	Write and sign the independent examination report	Y	As per document coversheet	Page 1 of this document

Appendix A - Sample Documents Reviewed

Voucher, Invoices, Remittance, Bank Statements, Monthly Payroll Report

Source Document	Category	Purpose	Reconciled to Accounts
Lloyds Bank Statement	Current Asset	Show year end cash balance	Yes
Invoice The Kite Academy (GRSI 150)	Current Liability	Year end accrual balance for Rent	Yes
Monthly Payroll Report vs Bank Statement	Expenditure	Reconcile Dec-20 and Jul-21 Monthly Payroll Reports to Bank Statement/Transaction	Yes
Surrey CC Remittance Advice (REF: 7200258141)	Current Asset	Year End Trade Debtors (10 th Aug-21)	Yes
The Grove Primary School (GRSI 160)	Expenditure	Professional Fees (Legal Fees) relating to premises Lease vs Bank Statement	Yes
Eon Gas Invoice (H1905C5F16) Lloyds Bank Statement	Expenditure	28 th Oct-20 Utility Bill, monthly DD,	Yes
Surrey County Council	Income (Grant)	Confirmation of Grant Payment from local authority in April 2021. Voucher, Kashflow and Bank Statement checked	Yes
Fee Invoice / Email / Kashflow / Bank Statement	Income (Fee)	Validate Fee Income from Parents Inv 1333 (Mar-21)	Yes

Additional Notes;

Kashflow Connect System, is the Accounting package used. A sample review of data and transactions was conducted which included;

- Supplier Invoices
- Customer invoices
- Journal entries
- Reports, including P&L, Balance Sheet and Trial Balance

The system data was reconciled to Bank Statements and paper documents, e.g. physical invoices, email correspondences, etc.

LITTLE OAKS PRE-SCHOOL, FRIMLEY

England & Wales - Charity number 802781

Accounts

Chair's Report 2020

After a hard but excellent year, Little Oaks continues to be a very successful Pre School.

The Pre School Provides different and fun learning, games and activities to help the children develop their brains.

Jill Brace (manager) and the other staff members provide a safe and educational area of learning that help the children in their own personal goals, helping each child get ready for their next step in life. The hard work from each staff member means that each child is ensured the best possible introduction to their education and important life skills.

While being the chair person for another year for the Little Oaks Committee, I have been able to see behind the scenes and witness first hand the hard work and dedication that the staff and fellow committee members have given to make this Pre School a truly magical and wonderful place for the children, the staff have a close bond meaning that this Pre School feels like a home and a family rather than just a place to go to work. The staff make sure that any topics covered are relevant and often inspired by the children interests, and are suitable for the age range at the school, from the new library where children can now hire reading books to take home to the mid kitchen allowing role and messy play.

We are proud to provide our local community with a special and unique Pre School with a OFSTED rated 'GOOD'. I believe this is the result of amazing quality staff members and the dedication and active support of the committee members from year to year.

Little Oaks is a Non Profit making organisation and is a registered charity, Therefore funding for Little Oaks is made up of 3 main factors.

1. government funding for the children.
2. offering extra add ons, holiday clubs and lunch clubs.
3. fundraising such as may fair, christmas market and other charity days where we can advertise our pre school, sponsored collects.

All the three factors mean that we are able to keep the Pre school at the current level and for all the staff to keep their main focus on caring for the children, given them the best possible opportunities. Members of the committee make a huge difference to the Pre School in many ways, by organizing events, and collecting donations from local places and generally given generously, also being there to step in when needed.

As a Charitable Little Oaks needs to have an active and supportive committee and needs to continue from year to year, without this the Pre School would not be able to operate, meaning the Pre school would cease to exist. Members of our committee are volunteers, who are primarily parents of the children attending Little Oaks are happy to be playing a vital role in the Pre school from administration to maintenance. All members and parents are equally important to the future of the Pre School and help keep Little Oaks running smoothly.

During some summer holidays Jill and her team offer two weeks for holiday club, for this to be successful we need to have advertisement and the committee's support along with the hard work and inspiration from the staff members, we advertise these camps with leaflets and posters at local events. Each year the Pre School comes up with a different theme from Julia Donaldson inspired stories to Pirates hiding their treasure, The staff work tirelessly to decorate the school in such

themes making it magical for the children, children that don't usually go to the Pre School during term times are also invited to participate in the holiday camps, meaning new friends can be made and the children can bring new ideas to the days activities.

As a committee we work hard all year round supporting Jill and the staff to succeed in other fundraising activities, last year 2019 we held our second christmas market bringing in, outside stall companies such as health care and other home made items, the committee organised and arranged fees for the stall holders and also helped out on the night from selling raffle tickets to serving hot chocolate and mince pies. This market was hugely successful especially with the dedication to a staff member that made and sold her own home made items, with knowing what the children loved she was able to focus on what would make the most money, all profit was kindly given back to the preschool, and again the market gave us more money to bank.

we also hold our may fair again one of the bigger fundraisers that we offer, we include all the children and get them on stage seeing songs for friends and families, this also allows shows the theme for that year's holiday club, we advertise on social media and hand out leaflets and posters to local parents and to near by residents meaning we get the best possible outcome for the day, lets just keep fingers crossed for great weather each year.

I am happy to report that financially we are safe and we are due to take out the money we had put into savings, now looking to do the same again. we can happily cover costs in the building which is around 19 years into a 25 year life span needs or requires any additional work, we have just installed a new up to date boiler, we have security cameras around the preschool allowing 24 hrs video link and we have also added a huge area of astro turf meaning that the full garden area can be used in all weather. This has all been possible due to the full day sessions, invoicing and the fundraising throughout the year.

This year we as a committee and all the staff are focusing on three targets

1. 'Outstanding' level of childcare from OFSTED.
2. new toilet area for the children.
3. New exterior doors.

Hayley Knee

Little Oaks Chair Person

Balance Sheet as at 31 July 2020

		Total Funds £	Prior Year Funds £
Fixed Assets			
Tangible assets	Note 11	50,902	45,035
Current Assets			
Debtors and prepayments	Note 8	665	284
Cash at bank and in hand		57,217	64,191
		<u>57,882</u>	<u>64,475</u>
Liabilities			
Creditors: amounts falling due within 1 year	Note 9	<u>1,155</u>	<u>805</u>
Net asset or liabilities excluding pension asset or liability		56,727	63,670
Defined benefit pension scheme asset or liability		0	0
Total net assets		<u>107,629</u>	<u>108,705</u>
The funds of the charity			
Endowment funds		0	0
Restricted funds		0	3,000
Unrestricted funds		107,629	105,705
Revaluation reserve		0	0
Pension reserve		0	0
Total charity funds		<u>107,629</u>	<u>108,705</u>

Approved by: Pauline Cutbill

Date: 26.04.21

Little Oaks Pre-School (Frimley)

Notes to the Accounts

Year to 31 July 2020

1. Basis of preparation

1.1 Basis of accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The accounts 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) issued on 16 July 2014

and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)

and with the Charities Act 2011

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

1.2 Going concern

The trustees are of the view that funding from Surrey County Council and fees charged to parents will be sufficient to cover normal operating costs and on this basis the charity is a going concern.

1.3 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period.

2. Accounting policies

2.1 Recognition of income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met and it is probable that the income will be received and the amount can be measured reliably. Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

There has been no offsetting of assets and liabilities or income and expenses unless required or permitted by the FRS 102 SORP or FRS 102.

The charity has received government grants in the reporting period - Surrey County Council funding for children attending the Pre-School.

Income from interest, royalties and dividends: This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

2.2 Expenditure and liabilities

Liability recognition: Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty

Redundancy cost: The charity made no redundancy payments during the reporting period.

Creditors: The charity has creditors which are measured at settlement amounts less any trade discounts

Provisions for liabilities: A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

2.3 Assets

Tangible fixed assets for use by charity: These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost. The depreciation rates and methods used are disclosed in note 11.

Debtors: Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

3. Trustee expenses and remuneration.

No trustee expenses have been incurred.

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity or a related entity.

4. Related party transactions

There are no related party transactions.

5. Disclosure of audit, independent examination and other financial service fees

	2020	2019
	£	£
Independent examination fees	150	150

6. Grants Receivable

	2020	2019
	£	£
Coronavirus Job Retention Scheme	7,278	-
Surrey County Council	440	-
Groundwork UK	-	3,000
	<u>7,718</u>	<u>3,000</u>

In April 2019 a grant of £3000 was received to be used for improvements to the outside area. Work commenced on this in August 2019
Surrey County Council awarded an Inclusion Grant of £440 which was used to support a child with special needs.
An amount of £7278 was received under the Coronavirus Job Retention Scheme which was used to pay furlough salaries.

7. Paid employees

Staff costs are comprised of

	2020	2019
	£	£
Salaries (net) and staff welfare	63,429	63,995
Social security costs	5,509	4,177
Pension contributions	168	-
	<u>69,106</u>	<u>68,172</u>

There are no employees who received employee benefits of more than £60,000
During the reporting period there were an average of 5 employees

8. Debtors

	2020	2019
	£	£
Trade debtors	-	-
Prepayments	665	284
	<u>665</u>	<u>284</u>

9. Creditors: amounts falling due within 1 year

	2020	2019
	£	£
Trade creditors	578	605
Accruals and deferred income	577	200
Taxation and social security	-	-
	1,155	805

10. Movement of Funds

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds
	£	£	£	£
Balance as at 1st August 2019	105,705	3,000	-	108,705
Net incoming/(outgoing) resources	1,924	- 3,000	-	- 1,076
Balance as at 31st July 2020	107,629	-	-	107,629

11. Tangible fixed assets

11.1 Cost

	Building Area	Play Area	Total
At beginning of year	54,924	1,370	56,294
Additions	1,142	4,725	5,867
Disposals	-	-	-
At end of year	56,066	6,095	62,161

11.2 Depreciation

	Building Area	Play Area	Total
At beginning of year	10,985	274	11,259
Disposals	-	-	-
Depreciation	-	-	-
Impairment	-	-	-
At end of year	10,985	274	11,259

11.3 Net Book Value

At beginning of year	43,939	1,096	45,035
At end of year	45,081	5,821	50,902

Statement of Financial Activities

Year to 31 July 2020

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Prior Year Funds
	£	£	£	£	£
Income and endowments from					
Charitable activities					
Pre-School fees including Surrey CC funding	67,507	0	0	67,507	73,335
Grants - other	0	7,718	0	7,718	3,000
Lunch Club fees	770	0	0	770	3,010
Holiday Club	0	0	0	0	980
Other trading activities					
Fundraising	3,848	0	0	3,848	2,863
Other income					
Late payment fees	45	0	0	45	225
Sundry income	588	0	0	588	0
Gross interest	758	0	0	758	0
	<u>73,516</u>	<u>7,718</u>	<u>0</u>	<u>81,234</u>	<u>83,413</u>
Expenditure on					
Raising funds					
Fundraising	530	0	0	530	600
Charitable activities					
Salaries	61,388	7,718	0	69,106	67,792
Premises costs	7,319	0	0	7,319	8,725
Training	0	0	0	0	0
Materials, equipment, uniform	936	0	0	936	2,800
Insurance	1,140	0	0	1,140	1,242
Professional fees	2,684	0	0	2,684	1,542
Administrative costs	487	0	0	487	1,321
Other					
Bad debts	0	0	0	0	0
Bank charges and sundry costs	108	0	0	108	133
	<u>74,592</u>	<u>7,718</u>	<u>0</u>	<u>82,310</u>	<u>84,155</u>
Net (expenditure)/income	-1,076	0	0	-1,076	-742
Transfers between funds	3,000	-3,000	0	0	0
Net movement in funds	1,924	-3,000	0	-1,076	-742
Reconciliation of funds					
Total funds brought forward	105,705	3,000	0	108,705	109,447
Total funds carried forward	107,629	0	0	107,629	108,705



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Little Oaks Pre-School, Frimley

**On accounts for the year
ended**

31st July 2020

**Charity no
(if any)**

802781

Set out on pages

1-5

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/ 07/ 2020.

**Responsibilities and
basis of report**

As the charity's trustees, 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 Trust's 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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

Signed:

Date:

29/03/2021

Name:

Janet Phillips

Address:

243 Lynchford Road

Farnborough

Hampshire GU14 6HH

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.