

Charity registration number: NIC103399

Ballygowan Community Pre-School & Playgroup

Annual Report and Financial Statements

for the Year Ended 31 May 2022

Ballygowan Community Pre-School & Playgroup

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Ballygowan Community Pre-School & Playgroup

Reference and Administrative Details

Chairman	Karen Stewart
Trustees	Suzanne Murdock Sara Louise Bowman Karen Stewart Terri Welsh
Charity Registration Number	NIC103399
Principal Office	Ballygowan Community Preschool & Playgroup 2a Comber Road Ballygowan Co Down BT23 5TN
Accountant	Hamilton Morris Waugh 34 Dufferin Avenue Bangor Co Down BT20 3AA
Bankers	Danske Bank Business Banking Donegall Square West Belfast BT1 6JS

Ballygowan Community Pre-School & Playgroup

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 May 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with The Charities Act (Northern Ireland) 2008.

Trustees

Karen Stewart (appointed 22 June 2021)

Suzanne Murdock (appointed 22 June 2021)

Sara Louise Bowman (appointed 22 June 2021)

Nicola Shaw (resigned 22 June 2021)

Christina Campbell (resigned 22 June 2021)

Alison Shields (resigned 22 June 2021)

Structure, governance and management

Recruitment and appointment of trustees

The management Committee who served during the year and up to the date of this report are set out on page 1.

The management committee are appointed at the Annual General Meeting.

The management committee have assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Objectives and activities

Public benefit

The charity was established to promote play based learning environments for all children under statutory school age, of Ballygowan and its surrounding environs without distinction of age, gender, marital status, disability, sexual orientation, nationality, ethnic identity, political or religious opinion, by associating the statutory authorities, community and voluntary organisations and the inhabitants in a common effort to advance education and health and wellbeing.

The main aims of the setting are:

- The preparation of each individual child for primary education.
- Enabling children to become more competent in the skills of expression, communication, problem solving, early mathematics, creativity, knowledge of the world around us, experimentation and exploration and physical development.
- Enabling children to relate to other children and adults.

These aims are met by including amongst others the following activities:

- A play based learning environment.
- Interviews between staff and parents/carers where a two way sharing of information takes place, along with the staff observations and progress reports used to inform parents/carers.
- Parental questionnaires used to gain the opinion of parents/carers.

Ballygowan Community Pre-School & Playgroup

Trustees' Report

- Wellbeing and resilience of the child through Personal, Social and Emotional development and encouraging Healthy Eating and Physical exercise through our Food and Drink Policy and Play Policy.
- Annual Inspection by Social Services Trust and regular Inspections by Education and Training Inspectorate (Education Authority formerly Dept of Education).

The trustees confirm that they have complied with the requirements of the Charities Act (Northern Ireland) 2008 and the Charities (Accounts and Reports) Regulations (Northern Ireland) 2015 to have due regard to the public benefit guidance published by the Charity Commission.

Achievements and performance

- Parents / carers and staff availed of training, to gain a wider knowledge of the development and social needs and behaviours of children so that they can tailor their care and educational programme to the needs of individual children. This knowledge is then implemented into practice with an ongoing evaluation process.
- Parents/carers and other interested parties, represented on the management committee.
- Community involvement and interest.
- The provision of a safe, caring, welcoming and understanding environment within which the children obtain their first experience of education.

Financial review

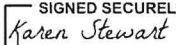
The Management Committee are satisfied with the financial results of the year ended 31 May 2022.

Reserves Policy

The Trustees have established a policy which is reviewed annually, whereby the unrestricted funds held by the charity should be a target of twelve months of average expenditure. The average expenditure in the next 12 months is expected to be £55,000 and unrestricted funds are currently sufficient to cover this cost.

Unrestricted designated reserves comprise unrestricted funds for a particular purpose by Trustees. Ballygowan Community Pre-School and Playgroup have designated reserves to cover redundancy and wind up costs in the event of the cessation of £17,500.

The annual report was approved by the trustees of the charity on 20 October 2022 and signed on its behalf by:

SIGNED SECURELY

21/10/2022 at 9:36:23 AM UTC
.....
Karen Stewart
Chairman and Trustee

Ballygowan Community Pre-School & Playgroup

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (FRS 102) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act (Northern Ireland) 2008, the Charities (Accounts and Reports) Regulations (Northern Ireland) 2015, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 20 October 2022 and signed on its behalf by:

SIGNED SECURELY
Karen Stewart
21/10/2022 at 9:36:23 AM UTC

.....
Karen Stewart
Chairman and Trustee

Ballygowan Community Pre-School & Playgroup

Independent Examiner's Report to the trustees of Ballygowan Community Pre-School & Playgroup

I report to the trustees on my examination of the accounts of Ballygowan Community Pre-School & Playgroup for the year ended 31 May 2022.

Responsibilities and basis of report

As the charity's trustees of Ballygowan Community Pre-School & Playgroup you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act (Northern Ireland) 2008.

It is my responsibility to:

- examine the accounts under section 65 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of Ballygowan Community Pre-School & Playgroup as required by section 63 of the Charities Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of the Charities Act

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.



Richard Hamilton
Hamilton Morris Waugh

34 Dufferin Avenue
Bangor
Co Down
BT20 3AA

20 October 2022

Ballygowan Community Pre-School & Playgroup

Statement of Financial Activities for the Year Ended 31 May 2022

	Note	Unrestricted funds £	Total 2022 £
Income and Endowments from:			
Donations and legacies		82,722	82,722
Investment income	3	<u>34</u>	<u>34</u>
Total income		<u>82,756</u>	<u>82,756</u>
Expenditure on:			
Raising funds		(9,281)	(9,281)
Charitable activities		<u>(73,291)</u>	<u>(73,291)</u>
Total expenditure		<u>(82,572)</u>	<u>(82,572)</u>
Net income		<u>184</u>	<u>184</u>
Net movement in funds		184	184
Reconciliation of funds			
Total funds brought forward		<u>73,246</u>	<u>73,246</u>
Total funds carried forward	12	<u>73,430</u>	<u>73,430</u>
	Note	Unrestricted funds £	Total 2021 £
Income and Endowments from:			
Donations and legacies		88,606	88,606
Investment income	3	<u>66</u>	<u>66</u>
Total income		<u>88,672</u>	<u>88,672</u>
Expenditure on:			
Raising funds		(5,216)	(5,216)
Charitable activities		<u>(68,970)</u>	<u>(68,970)</u>
Total expenditure		<u>(74,186)</u>	<u>(74,186)</u>
Net income		<u>14,486</u>	<u>14,486</u>
Net movement in funds		14,486	14,486
Reconciliation of funds			
Total funds brought forward		<u>58,760</u>	<u>58,760</u>
Total funds carried forward	12	<u>73,246</u>	<u>73,246</u>

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2021 is shown in note 12.

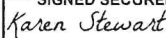
Ballygowan Community Pre-School & Playgroup

(Registration number: NIC103399)

Balance Sheet as at 31 May 2022

	Note	2022 £	2021 £
Current assets			
Debtors	9	2,052	6,330
Cash at bank and in hand	10	<u>73,040</u>	<u>68,142</u>
		75,092	74,472
Creditors: Amounts falling due within one year	11	<u>(1,662)</u>	<u>(1,226)</u>
Net assets		<u>73,430</u>	<u>73,246</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>73,430</u>	<u>73,246</u>
Total funds	12	<u>73,430</u>	<u>73,246</u>

The financial statements on pages 6 to 15 were approved by the trustees, and authorised for issue on 20 October 2022 and signed on their behalf by:

SIGNED SECURELY

21/10/2022 at 9:36:23 AM UTC
.....
Karen Stewart
Chairman and Trustee

The notes on pages 8 to 15 form an integral part of these financial statements.

Ballygowan Community Pre-School & Playgroup

Notes to the Financial Statements for the Year Ended 31 May 2022

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act (Northern Ireland) 2008.

Basis of preparation

Ballygowan Community Pre-School & Playgroup meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

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

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Ballygowan Community Pre-School & Playgroup

Notes to the Financial Statements for the Year Ended 31 May 2022

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Fund structure

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

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Ballygowan Community Pre-School & Playgroup

Notes to the Financial Statements for the Year Ended 31 May 2022

2 Income from donations and legacies

	Unrestricted funds General £	Total funds £
Grants, including capital grants;		
Government grants	60,063	60,063
Donations from community groups	6,030	6,030
Regular giving and capital donations	<u>16,629</u>	<u>16,629</u>
Total for 2022	<u><u>82,722</u></u>	<u><u>82,722</u></u>
Total for 2021	<u><u>88,606</u></u>	<u><u>88,606</u></u>
	Unrestricted funds General £	Total 2021 £
Grants, including capital grants;		
Government grants	72,308	72,308
Donations from community groups	4,323	4,323
Regular giving and capital donations	<u>11,975</u>	<u>11,975</u>
	<u><u>88,606</u></u>	<u><u>88,606</u></u>

3 Investment income

	Unrestricted funds General £	Total funds £
Interest receivable and similar income;		
Interest receivable on bank deposits	<u>34</u>	<u>34</u>
Total for 2022	<u><u>34</u></u>	<u><u>34</u></u>
Total for 2021	<u><u>66</u></u>	<u><u>66</u></u>

Ballygowan Community Pre-School & Playgroup

Notes to the Financial Statements for the Year Ended 31 May 2022

4 Expenditure on raising funds

a) Costs of trading activities

	Note	Unrestricted funds General £	Total funds £
Costs of goods sold		9,281	9,281
Total for 2022		<u>9,281</u>	<u>9,281</u>
Total for 2021		<u>5,216</u>	<u>5,216</u>

	Note	Unrestricted funds General £	Total 2021 £
Costs of goods sold		5,216	5,216
		<u>5,216</u>	<u>5,216</u>

Ballygowan Community Pre-School & Playgroup

Notes to the Financial Statements for the Year Ended 31 May 2022

5 Expenditure on charitable activities

	Note	Unrestricted funds General £	Total funds £
Employment costs		58,266	58,266
Establishment costs		2,927	2,927
Repairs and maintenance		4,365	4,365
Staff training		24	24
Telephone and fax		387	387
Printing, postage and stationery		2,343	2,343
Sundry and other costs		216	216
Cleaning		232	232
Advertising		53	53
Bank charges		145	145
Governance costs		4,333	4,333
Total for 2022		73,291	73,291
Total for 2021		68,970	68,970

	Note	Unrestricted funds General £	Total 2021 £
Employment costs		48,954	48,954
Establishment costs		2,394	2,394
Repairs and maintenance		10,099	10,099
Staff training		30	30
Telephone and fax		749	749
Printing, postage and stationery		1,518	1,518
Sundry and other costs		286	286
Cleaning		386	386
Bank charges		95	95
Governance costs		4,459	4,459
		68,970	68,970

Ballygowan Community Pre-School & Playgroup

Notes to the Financial Statements for the Year Ended 31 May 2022

6 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total funds £
Independent examiner fees		
Other fees paid to examiners	870	870
Legal fees	3,463	3,463
Total for 2022	<u>4,333</u>	<u>4,333</u>
Total for 2021	<u>4,459</u>	<u>4,459</u>
	Unrestricted funds General £	Total 2021 £
Independent examiner fees		
Other fees paid to examiners	840	840
Legal fees	3,619	3,619
	<u>4,459</u>	<u>4,459</u>

Ballygowan Community Pre-School & Playgroup

Notes to the Financial Statements for the Year Ended 31 May 2022

7 Staff costs

The aggregate payroll costs were as follows:

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2022 No	2021 No
Employee	<u>7</u>	<u>5</u>

4 (2021 - 3) of the above employees participated in the Defined Contribution Pension Schemes.

No employee received emoluments of more than £60,000 during the year

8 Taxation

The charity is a registered charity and is therefore exempt from taxation.

9 Debtors

	2022 £	2021 £
Trade debtors	-	1,519
Other debtors	<u>2,052</u>	<u>4,811</u>
	<u>2,052</u>	<u>6,330</u>

10 Cash and cash equivalents

	2022 £	2021 £
Cash on hand	14	21
Cash at bank	<u>73,026</u>	<u>68,121</u>
	<u>73,040</u>	<u>68,142</u>

11 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	550	134
Other creditors	242	252
Accruals	<u>870</u>	<u>840</u>
	<u>1,662</u>	<u>1,226</u>

Ballygowan Community Pre-School & Playgroup

Notes to the Financial Statements for the Year Ended 31 May 2022

12 Funds

	Balance at 1 June 2021 £	Incoming resources £	Resources expended £	Balance at 31 May 2022 £
Unrestricted funds				
General	55,746	82,756	(82,572)	55,930
Designated	<u>17,500</u>	<u>-</u>	<u>-</u>	<u>17,500</u>
Total funds	<u>73,246</u>	<u>82,756</u>	<u>(82,572)</u>	<u>73,430</u>
	Balance at 1 June 2020 £	Incoming resources £	Resources expended £	Balance at 31 May 2021 £
Unrestricted funds				
General	41,260	88,672	(74,186)	55,746
Designated	<u>17,500</u>	<u>-</u>	<u>-</u>	<u>17,500</u>
Total funds	<u>58,760</u>	<u>88,672</u>	<u>(74,186)</u>	<u>73,246</u>