

LEGAL AND ADMINISTRATION DETAILS
for the year ended 31 August 2020

CHARITY REGISTRATION NUMBER: 1000658

CONSTITUTION: The Charity is unincorporated.

ADDRESS: Rear of Mill Lane School
Via Whites Field, Mill Lane
Chinnor, Oxfordshire, OX39 4RF

GOVERNING INSTRUMENT: The original constitution was adopted on 15 May 1989. This has been replaced by The Pre-School Learning Alliance Model Constitution 2011 which was adopted on 11 November 2014

MANAGEMENT COMMITTEE and CHARITY TRUSTEES: The members of the Management Committee are elected annually at the Annual General Meeting and are also the Charity Trustees for the period of their appointment.

The following Committee Members were members during the period or appointed after the period end

H Milne	Chairperson
A Milne	Treasurer
P Garlick	
S Phal	
H Ansell	
L Messer	
R Lytzen	
F Sherrington	

PRE-SCHOOL BUILDING CUSTODIAN TRUSTEES: J Cave
P Coull
S Hargreaves
M West
J Wills

BANKERS: CAF Bank Limited West Malling, Kent
Scottish Widows Bank Plc Edinburgh

INDEPENDENT EXAMINER: Jacqui Williams Accountancy Limited
Chartered Accountants
14 Station Road
Chinnor Oxfordshire
OX39 4QD

REPORT OF THE CHARITY TRUSTEES
for the year ended 31 August 2020

The charity trustees present their report and the financial statements of the charity for the year ended 31 August 2020. The charity trustees have adopted the provisions of 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).

Statement of the charity trustees' responsibilities

The charity trustees are responsible for preparing the Report of the Charity Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed, requires the charity 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, including the income and expenditure, of the charity for that period. In preparing the financial statements, the charity trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The charity trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Provisions) Regulations 2008 and the provisions of the trust deed. They 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.

Objectives and activities of the charity for the public benefit

The objectives of the charity are to advance the education of children below compulsory school age by providing safe and satisfying group play, encouraging other charitable activities through which parents may help the children and furthering the aim of the Pre-school Learning Alliance.

In connection with this, the charity is a member of the Pre-School Learning Alliance; membership number: D 1948G 26804.

The charity trustees confirm they have referred to the guidance contained in Section 4 of the Charities Act 2011 and the Charities Commission general guidance on public benefit when reviewing the charity's aims for the public benefit.

Achievements and performance

During the period the charity has carried out its objectives by providing playgroup sessions and associated activities, for children below compulsory school age, on a term-period basis, in its own purpose-built premises and by arranging organised outings for those children.

**REPORT OF THE CHARITY TRUSTEES (*continued*)
for the year ended 31 August 2020**

Financial review

Reserves policy

Unrestricted funds are required:

- to ensure that the charity's operating costs are covered, without which the charity could not function;
- to provide funds to enable specific projects to be undertaken at short notice; and
- to provide funds for the future replacement of the building thereby ensuring the future continuity of the charity.

The charity trustees consider it prudent that unrestricted general reserves should be sufficient:

- to avoid the necessity of realising fixed assets held for the charity's use;
- to cover the charity's operating costs for a minimum of the length of one term; and
- to provide funds to assist with specific projects.

Unrestricted general reserves are currently above that range. The charity trustees hold regular meetings at which the level of reserves is monitored and reviewed.


Other information

The results for the period are set out in the statement of financial activities, on page 4, and the balance sheet, on page 5, shows the assets and liabilities at the period end date.

The charity's purpose built premises stands on land which is leased to the charity. The building was first used during June 1993 and the initial lease term was for a period of 21 years which has been extended for an additional period of up to 17 years.

The charity trustees consider the charity to be in a good financial position to continue carrying out its objectives in the future.

Approved by the charity trustees on
and signed on their behalf by:



12/5/21

STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 August 2020

	Notes	Unrestricted general fund £	Building fund £	Redundancy fund £	Total 2020 £	Total 2019 £
INCOMING RESOURCES						
Income from:						
Donations		200	-	-	200	-
Charitable activities	2 a	80,732	-	-	80,732	69,107
Other trading activities	2 b	1,288	-	-	1,288	4,049
Investments - bank interest		199	-	-	199	138
Total income		<u>82,419</u>	<u>-</u>	<u>-</u>	<u>82,419</u>	<u>73,294</u>
RESOURCES EXPENDED						
Expenditure on:						
Charitable activities:						
Staff costs	3 a	68,292	-	-	68,292	63,038
Other administration	3 b	14,423	-	-	14,423	16,258
Total charitable activities expenditure		<u>82,715</u>	<u>-</u>	<u>-</u>	<u>82,715</u>	<u>79,296</u>
Other trading activities	4	129	-	-	129	389
Other	5	930	-	-	930	330
Total expenditure		<u>83,774</u>	<u>-</u>	<u>-</u>	<u>83,774</u>	<u>80,015</u>
Net income before transfers		(1,355)	-	-	(1,355)	(6,721)
Transfers between funds		(2,000)	2,000	-	-	-
NET MOVEMENT IN FUNDS		<u>(3,355)</u>	<u>2,000</u>	<u>-</u>	<u>(1,355)</u>	<u>(6,721)</u>
RECONCILIATION OF FUNDS						
Total funds brought forward		20,212	65,000	13,491	98,703	105,424
Total funds carried forward		<u>16,857</u>	<u>67,000</u>	<u>13,491</u>	<u>97,348</u>	<u>98,703</u>

The notes on pages 6 to 9 form part of these financial statements.

BALANCE SHEET
at 31 August 2020

	Notes	2020		2019	
		£	£	£	£
Tangible fixed assets	6		5,442		6,204
Current assets					
Stocks	7	-		-	
Debtors	8	1,683		1,732	
Cash at bank:					
Current account		6,979		7,305	
Deposit accounts		84,900		84,703	
Total current assets			<u>93,562</u>		<u>93,740</u>
Creditors					
Amounts falling due within one year	9	<u>1,656</u>		<u>1,241</u>	
Net current assets			91,906		92,499
Net assets	10		<u><u>97,348</u></u>		<u><u>98,703</u></u>
Funds					
Unrestricted funds					
General fund			16,857		20,212
Buildings fund			67,000		65,000
Redundancy fund			13,491		13,491
Total funds			<u><u>97,348</u></u>		<u><u>98,703</u></u>

Approved by the charity trustees on
and signed on their behalf by:

Alison M. He 12/5/21

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2020

1 Accounting policies

Basis of accounting

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011. The financial statements have been prepared on a going concern basis under the historical cost convention.

Reconciliation with previous generally accepted accounting practice

Following adoption of the new accounting standards, in preparing the financial statements, the charity trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required. At the date of transition the charity trustees consider that no restatement was required.

Financial instruments

The charity only has financial assets and financial liabilities that qualify as basic financial instruments. Basic financial instruments, including debtors and creditors due within one year, are initially recognised at transaction value and subsequently measured at their settlement value.

Incoming resources

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Fundraising income, included within other trading activities, is recognised in the period in which the event takes place.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Tangible fixed assets and depreciation

Tangible fixed assets are initially stated at cost and are depreciated as follows:

The original cost of the building has been depreciated on a straight line basis in order to write off its cost over the original 21 year period of the lease of the land on which it is built. The building was first used on 21 June 1993. An extension of the lease of the land for a period of up to 17 years has been negotiated. Furniture, fittings and equipment purchased since 1 April 1999 is being depreciated on a straight line basis, at 10% - 20% per annum, or over the remaining period of the lease in order to write off the cost less estimated residual value over the estimated useful life of the asset.

Stock

Stock is stated at the lower of cost and net realisable value, consistent with previous years.

Grants received

Revenue grants are recognised in the statement of financial activities so as to match them with the expenditure to which they contribute. Capital grants in respect of contributions towards the cost of the pre-school building are allocated to the capital cost of the building.

Taxation

The charity is exempt from corporation tax on its charitable activities.

NOTES TO THE FINANCIAL STATEMENTS (*continued*)
for the year ended 31 August 2020

1 Accounting policies (*continued*)

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the charity trustees. The unrestricted funds comprise the general fund, the buildings fund and the redundancy fund. The charity has no restricted funds.

2 Analysis of income	2020	2019
a Charitable activities	£	£
Fees	3,632	6,553
Grants	76,560	61,923
Outings and Christmas parties	540	68
Milk reimbursements	-	563
	<u>80,732</u>	<u>69,107</u>
b Other trading activities		
Outside events	997	3,848
Photographs	-	68
Sundry sales	291	133
	<u>1,288</u>	<u>4,049</u>

3 Analysis of expenditure on charitable activities	2020	2019
a Staff costs	£	£
Gross wages and salaries	68,037	62,911
Employer's national insurance	-	-
Employer's pension contributions (defined contribution scheme)	255	127
	<u>68,292</u>	<u>63,038</u>

Average number of employees	No.	No.
Teaching staff including standby assistants	<u>9</u>	<u>9</u>

During the current and previous years no employee received emoluments of more than £60,000.

b Other administration	2020	2019
	£	£
Ground rent	285	187
Rates and water	(200)	132
Electricity	621	800
Maintenance	2,119	3,089
Telephone and postage	236	242
Advertising	-	-
Administration	987	1,148
Training and staff welfare	785	800
Photocopying and printing	455	674
Paint, paper and consumables	715	1,203
Pre-school equipment	2,876	883
Refreshments	859	1,864
Cleaning	1,802	952
Insurances and PLA membership	1,683	1,923
Gifts	83	270
Outings and Christmas parties	-	651
Depreciation and disposals of tangible fixed assets	1,117	1,440
	<u>14,423</u>	<u>16,258</u>

NOTES TO THE FINANCIAL STATEMENTS (*continued*)
for the year ended 31 August 2020

	2020		2019
	£		£
4 Analysis of expenditure on other trading activities			
Outside events	129		389
Cost of sundry sales	-		-
	<u>129</u>		<u>389</u>
	2020		2019
	£		£
5 Analysis of other expenditure			
Governance costs			
Independent examiner's fees for reporting on the accounts	165		165
Professional fees	765		165
	<u>930</u>		<u>330</u>
6 Tangible fixed assets			
Pre-school building & associated fixtures and equipment			
	Gross	Related	Net
	expenditure	grants	total
	£	£	£
Cost			
At 1 September 2019	70,566	9,950	60,616
Additions	355	-	355
Disposals	-	-	-
At 31 August 2020	<u>70,921</u>	<u>9,950</u>	<u>60,971</u>
Depreciation			
At 1 September 2019			54,412
Charge for the year			1,117
Disposals			-
At 31 August 2020			<u>55,529</u>
Net book value			
at 31 August 2019			<u>6,204</u>
At 31 August 2020			<u>5,442</u>
In line with the depreciation policy, the original cost of the building, which is included above, has now been fully depreciated.			
	2020		2019
	£		£
7 Stocks			
Goods for resale	-		-
	<u>-</u>		<u>-</u>
	2020		2019
	£		£
8 Debtors			
Due within one year:			
Sundry debtors	285		285
Prepayments	1,398		1,447
	<u>1,683</u>		<u>1,732</u>

NOTES TO THE FINANCIAL STATEMENTS (*continued*)
for the year ended 31 August 2020

	2020	2019
	£	£
9 Creditors		
Amounts falling due within one year:		
Sundry creditors	691	148
Taxes and social security	448	214
Accruals	517	879
Deferred income	-	-
	<u>1,656</u>	<u>1,241</u>

10 Analysis of net assets between funds

The total unrestricted funds are allocated between the general, buildings and redundancy funds.

The unrestricted general fund provides for the day-to-day operation of the charity.

At 31 August 2020	Tangible fixed assets	Net Current assets	Total
	£	£	£
Unrestricted funds			
General fund	5,442	11,415	16,857
Buildings fund	-	67,000	67,000
Redundancy fund	-	13,491	13,491
	<u>5,442</u>	<u>91,906</u>	<u>97,348</u>

At 31 August 2020	Tangible fixed assets	Net Current assets	Total
	£	£	£
Unrestricted funds			
General fund	6,204	14,008	20,212
Buildings fund	-	65,000	65,000
Redundancy fund	-	13,491	13,491
	<u>6,204</u>	<u>92,499</u>	<u>98,703</u>

11 Trustees and key management personnel remuneration and benefits

The charity trustees were not paid and did not receive any remuneration or benefits for their services as charity trustees during the year.

The charity trustees consider the teaching staff to be key management personnel for whom their total remuneration is as detailed in note 3a.

REPORT OF THE INDEPENDENT EXAMINER
for the year ended 31 August 2020

I report to the trustees of Jack & Jill Pre-School on the financial statements of the charity for the year ended 31 August 2020, which are set out on pages 1 to 9.

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").

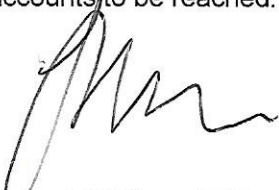
I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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.



Jacqui Williams FCA
Jacqui Williams Accountancy Limited
Chartered Accountants
14 Station Road
Chinnor
Oxfordshire

Date 12/5/2021