

Report of the Board of Trustees For the year ended 31 July 2022

The Trustees present their report with the financial statements of the charity for the year ended 31 July 2022.

Reference and Administrative Details of the Charity, its Trustees and Advisers

Name of charity: Ulceby Pre-School & Out of School Club

Charity Registration Number: 1003427

Principal Operating Address: Ulceby Pre-School & Out of School Club
Church Lane
Ulceby
North Lincolnshire
DN39 6TB

Trustees:

Names of Trustees who served during the year and since the year end were as follows:

Kelly Moore	Chair
Ruth Phillips	Secretary
Rosemary Jackson	Trustee
Christina Hawksworth	Trustee

Independent Examiner

Katie Sauvage FCCA of:
Voluntary Action North Lincolnshire
4-6 Roberts Street
Scunthorpe
North Lincolnshire
DN15 6NJ

Report of the Board of Trustees For the year ended 31 July 2022

Bankers

CAF Bank LTD
25 Kings Avenue
Kings Hill
West Malling
KENT
ME19 4JQ

Structure, Governance and Management

Governing Document:

Ulceby Pre-School & Out of School Club is a registered charity, number 1003427 and is therefore regulated by the Charity Commission. The charity is an unincorporated association governed by a constitution adopted on 3 March 1982 and amended on 4 January 1996, 30 March 2006, 22 October 2009, 4 May 2011, 22 November 2017 and 2 September 2020

Recruitment and appointment of Trustees

The Trustees form the Executive Committee of the charity. The members of the Executive Committee are elected at the Annual General Meeting by the members of the Charity. All members are circulated with invitations to nominate Trustees in advance of the AGM.

The Constitution states that the minimum number of members shall be 5 and the maximum shall be 12 being the Honorary Officers plus up to 9 members elected at the annual general meeting who shall hold office from the conclusion of that meeting. The Executive Committee may in addition appoint not more than 3 co-opted members but so that no-one may be appointed as a co-opted member if, as a result, more than one third of the members of the Executive Committee would be co-opted members. Each appointment of a co-opted member shall be made at a special meeting of the Executive Committee. We are currently doing a volunteer recruitment drive to fill member places and upskill all new and existing members.

Report of the Board of Trustees For the year ended 31 July 2022

Trustee Induction and Training:

New Trustees undergo induction training. The induction includes a discussion about the role and responsibilities of Trustees, the activities, aims and objectives of the charity, the structure of the organisation, board of Trustees, general procedures of the organisation. New Trustees are introduced to members of staff and other Trustees, and are provided with the Charity Commissions 'Roles and Responsibilities of Trustees', the Constitution, the business plan, the latest statutory financial statements, Annual Report, and financial reports provided to the board of Trustees. Any additional training required by the new Trustees will be identified during induction, and may be requested at any point by new and existing Trustees, where it is considered useful to their role as Trustee.

Organisational Structure:

The board of Trustees manages the Charity, and aims to consider only strategic decisions at its meetings. Trustees are aware that any conflict of interest is declared and minuted. The board holds meetings quarterly.

Risk Management:

The major risks to which the charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks. All systems and procedures are reviewed regularly to ensure they meet charity law and the charity's own aims and objectives.

Objectives and Activities

The objects of the charity as per the Charity's governing document are:

- 1) to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.
- 2) To provide a safe, secure and stimulating environment.
- 3) To work within a framework, that ensures equality of opportunity for all children and families.

Report of the Board of Trustees For the year ended 31 July 2022

Summary of activities undertaken for the public benefit in relation to these objects:

We offer children:

- A specially tailored curriculum leading to approved learning outcomes.
- Individual care and attention made possible by a high ratio of adults to children.
- The opportunity to have fun and develop friendships.
- The support of a personal key person.
- Opportunities for parents and families to be directly involved in the activities of the pre-school and their own children's progress.

The Trustees have taken regard of and adhered to, the guidance of the Charity Commission on public benefit during the identification and implementation of the above activities.

Achievements and Performance

Review of Activities 2021-2022

During the 2021/2022 we undertook the following:

- Ran supervised pre-school sessions for children aged 0 to 5 years over 50 weeks reaching 52 children.
- We have a Variable number of wrap around care to individual families needs of children aged 5-11

This year we have been awarded GOOD by Ofsted.

Financial Review

Reserves Policy

It is the aim of the Trustees to retain 6 months running costs in the unrestricted general fund to ensure a sufficient buffer to enable effective financial decision-making, rather than short term decisions. However, due to the increase of cost of living and the decrease in children attending this has not been possible. We are trying to increase funds to rectify this.

Plans for Future periods

Please see main objectives for the following year.

Report of the Board of Trustees For the year ended 31 July 2022

Trustees Responsibilities

The Charities Act requires the Trustees to prepare financial statements for each financial year. In accordance with the Charity Commission Guidance the Trustees have elected to prepare the accounts on the accruals basis.

The 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 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.

Statement of disclosure of information to Independent Examiner

We, the Trustees of the charity who held office at the date of approval of these financial statements, each confirm so far as we are aware, that:

- ☼ there is no relevant information of which the charity's Independent Examiner is unaware; and
- ☼ we have taken all the steps that we ought to have taken as Trustees in order to make ourselves aware of any relevant information and to establish that the charity's independent examiner's are aware of that information.

By order of the Board

Kelly Moore
Chairperson

Date: 22.3.2022

Ulceby Pre-School & Out of School Club

Registered Charity No: 1003427

Financial Accounts for the year ending 31 July 2022



Ulceby Pre-School & Out of School Club

List of Trustees

Chair: Kelly Moore
Treasurer: Ben Waldron-Lund Resigned 12/08/2021
Secretary: Ruth Phillips
Trustees: Rosemary Jackson
Christina Hawksworth

Contact Address: Mrs A M Massey
Ulceby Pre-School &
Out of School Club
Church Lane
Ulceby
DN39 6TB

Bankers: CAF Bank
25 Kings Hill Avenue
Kings Hill
West Mailing
Kent
ME19 4JQ

Ulceby Pre-School & Out of School Club

INDEPENDENT EXAMINATION REPORT

As at 31 July 2022

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

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.

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

to keep accounting records in accordance with section 386 of the Companies Act 2006; and

to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Katie Sauvage FCCA
Independent Examiner
Katie Sauvage Accountancy Services
12 Pilgrims Close
South Killingholme
DN40 3HU

Date

Ulceby Pre-School & Out of School Club

Receipts and Payments Account

As at 31 July 2022

Receipts

	2022			2021		
	Restricted	Unrestricted	Total	Restricted	Unrestricted	Total
Funding - NLC	-	61,208	61,208	-	50,710	50,710
Fees	-	17,373	17,373	-	15,021	15,021
Donations	-	1,096	1,096	-	3	3
Bank Interest	-	1	1	-	-	-
Funding - Co-op	-	-	-	584	-	584
Funding - CJRS	-	-	-	10,150	-	10,150
	-	79,678	79,678	10,734	65,734	76,468

Payments

	2022			2021		
	Restricted	Unrestricted	Total	Restricted	Unrestricted	Total
Salaries	-	70,466	70,466	10,150	61,852	72,002
Rent & Services	-	3,646	3,646	-	4,030	4,030
Maintenance & Repairs	-	1,894	1,894	-	4,113	4,113
Milk	-	499	499	-	161	161
PLA Membership & Insurance	-	878	878	-	2,438	2,438
Training	-	600	600	-	135	135
Consumables including snacks	-	1,124	1,124	-	1,880	1,880
Postage & Stationary	-	993	993	-	666	666
Bank Charges	-	96	96	-	-	-
Sundries	-	1,043	1,043	-	989	989
Co-op Expenditure	-	-	-	2,033	-	2,033
Cash Difference	-	-	-	-	420	420
	-	81,239	81,239	12,183	76,685	88,869

Receipts less payments

	2022			2021		
	Restricted	Unrestricted	Total	Restricted	Unrestricted	Total
Receipts	-	79,678	79,678	10,734	65,734	76,468
Payments	-	81,239	81,239	12,183	76,685	88,869
Total	-	1,561	1,561	-	10,951	12,401

Cash funds brought forward

	-	9,734	9,734	1,449	20,685	22,134
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Cash funds carried forward

	-	8,173	8,173	-	9,734	9,734
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Ulceby Pre-School & Out of School Club

Statement of Assets and Liabilities As at 31 July 2022

Current Assets	2022			2021		
	Restricted	Unrestricted	Total	Restricted	Unrestricted	Total
Caf Bank	-	7,774	7,774	-	9,607	9,607
Cash	-	399	399	-	128	128
Total	-	8,173	8,173	-	9,734	9,734

Fixed Assets	2022			2021		
	Restricted	Unrestricted	Total	Restricted	Unrestricted	Total
Pre-School Building Owned - Value not known	-	-	-	-	-	-
Equipment at cost	-	10,753	10,753	-	10,753	10,753
Total	-	10,753	10,753	-	10,753	10,753

Total Assets	2022			2021		
	Restricted	Unrestricted	Total	Restricted	Unrestricted	Total
Current Assets	-	8,173	8,173	-	9,734	9,734
Fixed Assets	-	10,753	10,753	-	10,753	10,753
Total	-	18,926	18,926	-	20,487	20,487

Accounts signed on behalf of the Committee



Date

22/8/2023

Ulceby Pre-School & Out of School Club

Notes to the accounts

As at 31 July 2022

1) During the accounting period the following payments have been made to trustees.

		2022	2021
Ben Waldron-Lund	Wages	1121	1,316
	Travel	<u>0</u>	<u>135</u>
		<u>1,121</u>	<u>1,451</u>

Ben Waldron-Lund resigned as a Trustee in August 2021.

Ulceby Pre-School & Out of School Club

Registered Charity No: 1003427

Financial Accounts for the year ending 31 July 2022



Ulceby Pre-School & Out of School Club

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