

**Trustees Annual Report  
For the period ended 31 July 2023**

**Reference and Administrative Details**

<b>Name of Group</b>	Ulceby Pre-School & Out of School Club	
<b>Period of Accounts</b>	Period ending 31 July 2023	
<b>Committee (for the period of accounts unless otherwise stated)</b>	Kelly Moore Ruth Phillips Rosemary Jackson Christina Hawksworth	Chairperson Secretary  Resigned:
<b>Contact Address</b>	Mrs A M Massey Ulceby Pre-School & Out of School Club Church Lane Ulceby DN39 6TB	
<b>Independent Examiner</b>	Katie Sauvage FCCA Chartered Certified Accountant, of: Katie Sauvage Accountancy Services Ltd 12 Pilgrims Close South Killingholme North Lincolnshire DN40 3HU	
<b>Bankers</b>	CAF Bank 25 Kings Hill Avenue Kings Hill West Mailing Kent ME19 4JQ	

## **Trustees Annual Report For the period ended 31 December 2022**

### **Structure, Governance and Management**

#### Governing Document:

Ulceby Pre-School & Out of School Club is a registered Charity standard registration and was registered on 17<sup>th</sup> July 1991 governed by its Constitution which adopted on 3 March 1982 and amended on 4 January 1996, 30 March 2006, 22 October 2009, 4 March 2011, 22 November 2017 and 2 September 2020.

### **Objectives and Activities**

The objectives and principal activities are to:

- To enhance the development and education of children by encouraging parents to understand and provide for the needs of their children through community groups and by:
  - Offering appropriate play, education and care facilities, family learning and extended hours groups, together with the tight of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability
  - Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local area
  - Instigating and adhering to and further the aims and objectives of the Pre-School Learning Alliance.

### **Achievements and Performance**

In developing activities the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

In 2023 we extended our out of school club childcare due to a need with in the local area, we obtained funding for our outside garden and run the extended childcare offer.

### **Financial Review**

#### Reserves Policy

Ulceby Pre-School & Out of School Club maintained sufficient reserves to enable the continuation of the group and to provide additional activities as decided by the Trustees. This is regularly reviewed.

## **Trustees Annual Report For the period ended 31 July 2023**

### **Statement of disclosure of information to Independent Examiner**

We, the Trustees 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 Independent Examiner is unaware; and
- ◆ we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant information and to establish that the independent examiner is aware of that information.

### **Statement of Trustees responsibilities**

The trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards. Ulceby Pre-School & Out of School Club has income below £250,000 and has therefore elected to prepare the financial statements on a Receipts and Payments basis in line with the Charities Act 2011.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Independent Examiner**

The independent examination was undertaken by Katie Sauvage, FCCA, Chartered Certified Accountant of Katie Sauvage Accountancy Services Ltd

By order of the Board

Kelly Moore  
Chairperson

Date: 01/05/2024

ULCEBY PRE-SCHOOL & OUT OF SCHOOL CLUB

FINANCIAL STATEMENTS

Period ended

31<sup>st</sup> July 2023



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For the period ended 31 July 2023**

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**Period of Accounts** Period ending 31 July 2023

**Committee  
(for the period of  
accounts unless  
otherwise stated)** Kelly Moore Chairperson  
Ruth Phillips Secretary  
Rosemary Jackson

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

**Independent Examiner** Katie Sauvage FCCA  
Chartered Certified Accountant, of:  
Katie Sauvage Accountancy Services Ltd  
12 Pilgrims Close  
South Killingholme  
North Lincolnshire  
DN40 3HU

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

**Trustees Annual Report  
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  - Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local area
  - Instigating and adhering to and further the aims and objectives of the Pre-School Learning Alliance.

**Achievements and Performance**

In developing activities the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

**Financial Review**

Reserves Policy

Ulceby Pre-School & Out of School Club maintained sufficient reserves to enable the continuation of the group and to provide additional activities as decided by the Trustees. This is regularly reviewed.

### **Statement of disclosure of information to Independent Examiner**

We, the Trustees 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 Independent Examiner is unaware; and
- ◆ we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant information and to establish that the independent examiner is aware of that information.

### **Statement of Trustees responsibilities**

The trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards. Ulceby Pre-School & Out of School Club has income below £250,000 and has therefore elected to prepare the financial statements on a Receipts and Payments basis in line with the Charities Act 2011.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Independent Examiner**

The independent examination was undertaken by Katie Sauvage, FCCA, Chartered Certified Accountant of Katie Sauvage Accountancy Services Ltd

By order of the Board

Kelly Moore  
Chairperson

Date:

**Independent Examiner's Report to the Members of  
Ulceby Pre-School & Out of School Club**

I report on the accounts of Ulceby Pre-School & Out of School Club for the period ended 31 July 2023, which are set out on pages 7 to 9.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this financial period under section 144 of the Charities Act 2011 (the Charities Act) and have elected to have an independent examination.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145 (5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 I do not express an audit opinion on the view given by the accounts.

**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 130 and 131 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

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

Chartered Certified Accountant, of:

Katie Sauvage Accountancy Services Ltd

12 Pilgrims Close

South Killingholme

North Lincolnshire, DN40 3HU

Date:

**Receipts and Payments Account**  
For the period ending 31 July 2023

	Notes	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total Funds £	2022 Total Funds All Unrestricted £
<b>RECEIPTS</b>					
	1				
Funding for Fees - NLC		63,548	-	63,548	61,208
Fees		30,134	-	30,134	17,373
Other Income		-	-	-	-
Donations		3,604	-	3,604	1,096
Restricted Grants		-	-	-	-
Bank Income		26	-	26	1
		<u>97,312</u>	<u>-</u>	<u>97,312</u>	<u>79,678</u>
<b>PAYMENTS</b>					
Salaries		80,345	-	80,345	70,466
Rent & Services		2,999	-	2,999	3,646
Maintenance & Repairs		2,085	-	2,085	1,894
Milk		595	-	595	499
PLA Membership & Insurance		2,599	-	2,599	878
Training		40	-	40	600
Consumables including snacks		1,723	-	1,723	1,124
Postage & Stationery		920	-	920	993
Bank Charges		60	-	60	96
Sundries		1,407	-	1,407	1,043
Equipment		355	-	355	-
		<u>93,128</u>	<u>-</u>	<u>93,128</u>	<u>81,239</u>
<b>Net Surplus/(Deficit) for the period</b>		<b>4,184</b>	<b>-</b>	<b>4,184</b>	<b>1,561</b>
Transfer in funds					-
Cash & Bank Balances brought forward		8,173	-	8,173	9,734
<b>Cash and Bank Balances carried forward</b>		<b>12,357</b>	<b>-</b>	<b>12,537</b>	<b>8,173</b>

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

**Statement of Assets and Liabilities**  
**As at 31 July 2023**

	Notes	2023 £	2022 £
<b>Monetary Assets</b>			
Current Account		11,873	7,774
Savings Account		-	-
Petty Cash		484	399
<b>Total Monetary Assets</b>		12,357	8,173
Comprising:			
Unrestricted Funds		12,357	8,173
Restricted Funds	3	-	-
		12,357	8,173
<b>Non Monetary Assets and Liabilities</b>			
<b>Fixed Assets for the Charity's use (at cost)</b>			
Pre-School Building, owned, value not known		-	-
Equipment		10,753	10,753
		10,753	10,753
<b>Debtors</b>			
Sundry Debtors		-	-
<b>Creditors</b>			
Accounts Fee		400	360

These financial statements were approved by the committee on 1/5/24 and signed on its behalf by:



Kelly Moore, Chairperson

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

**Notes to the Accounts**  
**For the period ending 31 July 2023**

**Notes**

**1 Basis of Preparation**

These accounts have been prepared on a receipts and payments (R&P) basis in line with charity commission guidance for a charity of this size.

The comparative figures are for the year ending 31 July 2022.

**2 Restricted Funds**

During the year no restricted funding was received.

**3 Trustee Remuneration**

No remuneration directly or indirectly out of the funds of the organisation was paid or payable for the current financial period to any trustee.

In the previous year Ben Waldron-Lund was paid £1,121 in wages. Ben Waldron-Lund resigned as a Trustee in August 2021.

There was no reimbursement of travel expenses amounting to trustees in respect of the financial period or in the prior year.

ULCEBY PRE-SCHOOL & OUT OF SCHOOL CLUB

FINANCIAL STATEMENTS

Period ended

31<sup>st</sup> July 2023



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