

Charity registered number
1017425

Marshfield Pre-School

Report and Accounts

31 August 2023

Marshfield Pre-School

Registered number: 1017425

Annual report of the trustees

Marshfield pre-school is a registered charity (number 1017425). The charity's registered address is Marshfield Pre-school, Hayfield, Marshfield, Chippenham, SN14 8RA

Objective of the charity

The objective of Marshfield Pre-School is to offer accessible childcare for all (through low pricing) and to provide children with the opportunity to learn through play, meeting the teaching guidelines for children of pre-school age. It provides a high standard of care and received a good OFSTED report in 2019. The pre-school is a well used and vital facility in Marshfield, enabling children to mix with other local children, develop social skills and make friends with whom they will attend the local primary school. We also provide a holiday club for all children from 2-11 years. We are open from 7.30am to 6pm 51 weeks of the year.

Trustees

The trust members who held office last year were:

- A Cherry-Williams
- C Loney
- D Beechey
- E Cousins
- A McKee

Achievements during the year

During the year we invested in new fencing around our front garden to improve the safety and security of our children. Work also started on updating our back garden to bring it back to full use and enhance our forest school.

Reserves Policy

There are reserves of £126,259 (2022 - £123,071). Of these funds it is considered prudent to maintain a working capital reserve of £15,000. Future projects which will also require some of this reserve include refurbishment of the back garden.

The Trustees decided that an Emergency fund should always be held on deposit and only used if the Pre-school faces financial hardship. Should this money be needed fundraising events will be held to replace it as soon as possible.

Obligations of the Trustees

Marshfield Pre-school raised money and received grants to build an extension to Marshfield Community centre. The extension was completed in January 2004. The extension owned by Marshfield Community Association (registered charity 297306) and the Pre-school has committed to a 15 year lease which started on 19 January 2004, and is currently in the process of being renewed.

Marshfield Pre-School

Registered number: 1017425

Annual report of the trustees

Trustees' Responsibilities

The Trustees are required under the Charities Act 1993 to prepare accounts for each financial year which give a true and fair view of the charity's financial activities during the year and of its position at the end of the year (unless the charity is entitled to prepare accounts on the alternative receipts and payments basis). In preparing accounts giving a true and fair view, the trustees should follow best practice and:

- select suitable accounting policies and apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the accounts,
- prepare the accounts on a going concern basis unless it is appropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the accounts comply with applicable law and regulations. 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.

This report was approved by the trustees on date and signed on their behalf.

A Cherry-Williams
Chairperson



02/04/24

**Marshfield Pre-School
Independent Examiner's Report**

**Independent Examiner's report to the Trustees of
Marshfield Pre-School**

We report on the accounts of the charity for the year ended 31 August 2023, which are set out on the pages 4 to 6

Respective Responsibilities of Trustees and Examiner

As the charity's Trustees you are responsible for the preparation of the accounts, you consider that the audit requirement of section 43(2) of the Charities Act 1993 ("the Act") does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7) of the Act, whether particular matters have come to my attention.

Basis of Independent Examiner's Report

Our examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes 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 disclosure in the accounts, and seeking explanations from you as Trustees. We have not carried out an audit or any other review, and consequently we do not express any opinion on these 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 41 of the Act, and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act, except as disclosed in Note 1(a) of the accounts, have not been met, or
2. To which, in my opinion, attention should be drawn to enable proper understanding of the accounts to be reached.

Karen Sayers Limited

Karen Sayers Limited
Chartered Accountants

29 Silver Street
Colerne
Wilts
SN14 8DY

2 April 2024

**Marshfield Pre-School
Income and Expenditure
for the year ended 31 August 2023**

	Notes	2023 £	2022 £
Income		222,693	177,431
Direct expenses		(15,748)	(10,419)
Surplus		<u>206,945</u>	<u>167,012</u>
Administrative expenses		(207,992)	(169,131)
Other operating income		3,985	516
	2	<u>2,938</u>	<u>(1,603)</u>
Interest receivable		250	8
Surplus/(deficit) for the year		<u><u>3,188</u></u>	<u><u>(1,595)</u></u>

**Marshfield Pre-School
Balance Sheet
as at 31 August 2023**

	Notes	2023 £	2022 £
Fixed assets			
Tangible assets	3	31,884	35,072
Current assets			
Debtors	4	6,947	5,860
Cash at bank and in hand		<u>103,708</u>	<u>82,707</u>
		110,655	88,567
Creditors: amounts falling due within one year			
	5	(16,280)	(568)
Net current assets		<u>94,375</u>	<u>87,999</u>
Net assets		<u>126,259</u>	<u>123,071</u>
Funds of the Charity			
Emergency Fund		8,000	8,000
General Fund	6	118,259	115,071
Total reserves		<u>126,259</u>	<u>123,071</u>

A Cherry Williams

Approved by the Trustees on 2 April 2024

**Marshfield Pre-School
Notes to the Accounts
for the year ended 31 August 2023**

1 Accounting policies

Basis of preparation

The accounts have been prepared on the accruals basis.

Income

Income represents the value of grants received and fees charged for services supplied.

Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Equipment	25% straight line
Land and building	straight line over the period of the lease

Pensions

The company operates a defined contribution pension scheme. Contributions are charged to the profit and loss account as they become payable in accordance with the rules of the scheme.

2 Operating profit	2023	2022
	£	£
This is stated after charging:		
Depreciation of owned fixed assets	<u>3,188</u>	<u>3,188</u>

3 Tangible fixed assets

	Land and buildings £
Cost	
At 1 September 2022	<u>55,796</u>
At 31 August 2023	<u>55,796</u>
Depreciation	
At 1 September 2022	20,724
Charge for the year	<u>3,188</u>
At 31 August 2023	<u>23,912</u>
Net book value	
At 31 August 2023	<u>31,884</u>
At 31 August 2022	<u>35,072</u>

4 Debtors	2023	2022
	£	£
Trade debtors	9,329	8,242
Provision for bad debts	<u>(2,382)</u>	<u>(2,382)</u>
	<u>6,947</u>	<u>5,860</u>

Marshfield Pre-School
Notes to the Accounts
for the year ended 31 August 2023

5 Creditors: amounts falling due within one year	2023	2022
	£	£
Trade creditors	576	-
Other taxes and social security costs	704	-
Other creditors	15,000	568
	<u>16,280</u>	<u>568</u>

6 Funds	2023
	£
At 1 September 2022	123,071
Surplus for the year	3,188
	<u>126,259</u>

Marshfield Pre-School
Detailed income and expenditure
for the year ended 31 August 2023

	2023	2022
	£	£
Income	222,693	177,431
Direct costs	(15,748)	(10,419)
Gross income	<u>206,945</u>	<u>167,012</u>
Administrative expenses	(207,992)	(169,131)
Other operating income	3,985	516
Operating surplus/(deficit)	<u>2,938</u>	<u>(1,603)</u>
Interest receivable	250	8
Surplus/(deficit)	<u><u>3,188</u></u>	<u><u>(1,595)</u></u>

Marshfield Pre-School
Detailed income and expenditure
for the year ended 31 August 2023

	2023	2022
	£	£
Income		
Member's Fees	116,438	117,934
Nursery grant	94,441	53,180
Dinner Money	10,453	5,578
Fundraising	931	658
Donation	430	81
	<u>222,693</u>	<u>177,431</u>
Direct costs		
School Dinners	12,025	7,641
Holiday club expenses	-	45
Consumables	3,723	2,733
	<u>15,748</u>	<u>10,419</u>
Administrative expenses		
Employee costs:		
Wages and salaries	149,905	126,713
Pensions	2,469	2,211
Employer's NI	4,829	3,348
Staff training and welfare	716	-
Travel and subsistence	39	-
PLA Insurance	2,047	1,905
Course Fees and Manuals	2,842	430
Uniforms	1,279	152
Gifts and Staff Incentives	258	440
AGM costs	61	-
Computer costs	360	76
Entertaining	-	108
	<u>164,805</u>	<u>135,383</u>
Premises costs:		
Rent	7,050	6,324
Waste	1,094	860
Light and heat	3,500	-
	<u>11,644</u>	<u>7,184</u>

Marshfield Pre-School
Detailed income and expenditure
for the year ended 31 August 2023

	2023	2022
	£	£
General administrative expenses:		
Telephone and fax	960	845
Stationery and printing	838	356
Information and publications	9	-
Subscriptions	806	748
Bank charges	159	100
Equipment expensed	1,656	15,628
Software	1,546	1,438
Website	88	-
Repairs and maintenance	19,023	1,943
Depreciation	3,188	3,188
Ofsted registration	220	220
Events	1,274	224
Sundry expenses	407	44
	<u>30,174</u>	<u>24,734</u>
Legal and professional costs:		
Accountancy fees	324	300
Solicitors fees	178	-
Advertising and PR	867	1,415
Other legal and professional	-	115
	<u>1,369</u>	<u>1,830</u>
	<u>207,992</u>	<u>169,131</u>
Other operating income		
Other operating income	<u>3,985</u>	<u>516</u>