

Registered Charity  
Number: 1020205

CROFT PRE-SCHOOL  
FINANCIAL STATEMENTS  
Year ended  
31 AUGUST 2022

Phoenix Accountancy and Business Consultancy Limited

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For the year ended 31 August 2022**

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**Report of the Board of Trustees  
For the year ended 31 August 2022**

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

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

Name of charity: Croft Pre-School

Charity Registration Number: 1020205

Principal Operating Address: The Scout and Guide HQ  
Providence Row  
Market Weighton  
East Yorkshire  
YO43 3FE

Trustees:

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

Lucinda Todd (was Heminbrough)	Chairperson	
Stephen O'Neill	Treasurer	
Gemma Charlton	Secretary	
Margaret Underwood	Committee Member	From October 2020

Independent Examiner

Rebecca Triffitt MAAT  
Practice Accountant, of:  
Phoenix Accountancy and Business Consultancy Limited  
Morley's Cottage  
Morley's Yard  
Walkergate  
Beverley  
East Yorkshire  
HU17 9BY

**Report of the Board of Trustees  
For the year ended 31 August 2022**

Bankers

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

**Structure, Governance and Management**

Governing Document:

Croft Pre-School is a registered charity, number 1020205 and is therefore regulated by the Charity Commission. The charity is an unincorporated association governed by a constitution adopted on 23 January 1992 and amended on 29 October 1997 and 31 January 2012. Croft Pre-School registered as a charity on 26 April 1993.

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.

The Constitution allows for paid employees who are affiliate members to be nominated to the Committee in certain circumstances.

**Report of the Board of Trustees  
For the year ended 31 August 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 August 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 2 to 5 years over 39 weeks.
- We have continued to partake in additional fundraising activities where possible.

**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.

**Plans for Future periods**

We had a Ofsted inspection on 18<sup>th</sup> May 2022, which was rated Inadequate, we are aiming to improve this by the next Inspection on 20<sup>th</sup> October 2022. We then failed that inspection as we couldn't get the changes completed on time, so our funding was cut, so we was not able to run the charity so had to close our doors in December 2022. We are in the process of closing down the charity and should be completed by the first half of 2024.

**Report of the Board of Trustees  
For the year ended 31 August 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 Receipts and Payments basis. This is an acceptable format for all non-company charities with an income below £250,000.

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



Lucinda Todd  
**Chairperson**

Date: 22 July 2024

**Independent Examiner's Report to the Members of Croft Pre-School**

I report on the accounts of Croft Pre-School for the year ended 31 August 2022 which are set out on pages 9 to 12.

**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 year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 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 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met;

(2) In my opinion, in connection with the Independent Examination of the accounts attention should be drawn to the following:

- During the year, the number of Trustees fell below the minimum number required by the Charity's Constitution but the Charity was still quorate in relation to decision making.

Rebecca Triffitt MAAT

Practice Accountant  
Phoenix Accountancy and Business Consultancy Limited  
Morley's Cottage, Morley's Yard  
Walkergate  
Beverley  
HU17 9BY



Date: 11/3/25

## Receipts and Payments Account For the year ended 31 August 2022

		2022		2022		2021		2021	
Notes	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£	£	£	£
<b>RECEIPTS</b>									
	58,364	-	58,364	40,357	-	40,357	-	-	40,357
Fees (Including Toddlers)	1,863	-	1,863	124	-	124	-	-	124
Donations	1,627	-	1,627	1,104	-	1,104	-	-	1,104
Fundraising and Raffles	20	-	20	4	-	4	-	-	4
Interest Received	141	-	141	398	-	398	-	-	398
Uniforms	-	-	-	-	-	-	-	-	-
Insurance Claim	-	-	-	-	-	-	-	-	-
Coronavirus Job Retention Scheme	62,015	-	62,015	41,987	932	42,919	932	-	932
<b>PAYMENTS</b>									
	54,229	-	54,229	58,134	932	59,066	-	-	59,066
Staffing Costs	-	-	-	67	-	67	-	-	67
Travel Expenses	2,149	-	2,149	-	-	-	-	-	-
Trips and Activities	-	-	-	1,287	-	1,287	-	-	1,287
PLA, Subs and Insurance	10,820	-	10,820	12,256	-	12,256	-	-	12,256
Rent	678	-	678	151	-	151	-	-	151
Toys, small equipment and craft	785	-	785	1,181	-	1,181	-	-	1,181
Office Costs	679	-	679	314	-	314	-	-	314
Refreshments	56	-	56	-	-	-	-	-	-
Gifts and Gratuities	-	-	-	793	-	793	-	-	793
Accountancy Fees	353	-	353	1,162	-	1,162	-	-	1,162
Cleaning, Maintenance, Security and Repairs	39	-	39	393	-	393	-	-	393
Uniforms	10	-	10	144	-	144	-	-	144
Fund Raising	-	-	-	6	-	6	-	-	6
Equipment	50	-	50	168	-	168	-	-	168
Legal and Professional Fees	-	-	-	560	-	560	-	-	560
Advertising and Promotion	253	-	253	-	-	-	-	-	-
Licences	162	-	162	307	-	307	-	-	307
Other Expenditure	70,263	-	70,263	76,923	932	77,855	932	-	77,855
	(8,248)	-	(8,248)	(34,936)	-	(34,936)	-	-	(34,936)
<b>Net Surplus/(Deficit) for the period</b>									
	33,930	-	33,930	68,866	-	68,866	-	-	68,866
Cash & Bank Balances brought forward									
	25,682	-	25,682	33,930	-	33,930	-	-	33,930
Cash and Bank Balances carried forward									

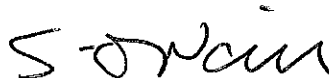
**Statement of Assets and Liabilities  
As at 31 August 2022**

	Notes	2022 £	2021 £
<b>Monetary Assets</b>			
Current Account – CAF Cash		2,280	1,747
Savings Account – CAF Gold		23,164	31,945
Petty Cash		238	238
<b>Total Monetary Assets</b>		25,682	33,930
Comprising:			
Unrestricted Funds		25,682	33,930
Restricted Funds	5	-	-
		25,682	33,930
<b>Non Monetary Assets and Liabilities</b>			
<b>Fixed Assets for the Charity's use (at cost)</b>			
Furniture		3,638	3,638
Equipment		7,933	7,933
Toys		2,655	2,655
		14,226	14,226
<b>Debtors</b>			
Sundry Debtors		-	-
<b>Creditors</b>			
Trade Creditors – Accounts Fee		-	(348)
Accounts Software		-	-
HMRC		(1,332)	-
Pension		(133)	(100)
Other		-	-
		(1,465)	(448)

These financial statements were approved by the committee on 22 July 2024 and signed on its behalf by:



Lucinda Todd, Chairperson



Stephen O'Neill, Treasurer

The notes on pages 11 to 12 form part of these financial statements.

**Notes to the Accounts**  
**For the year ended 31 August 2022**

**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.

**2 Fees (including Toddlers)**

	<b>Total 2022 £</b>	<b>Total 2021 £</b>
ERYC Funding	49,662	34,587
Under 3's Fees	7,766	5,416
Toddlers	936	354
	<u>58,364</u>	<u>40,357</u>

**3 Staffing Costs**

	<b>Total 2022 £</b>	<b>Total 2021 £</b>
Wages and salaries (inc e'ers NI & Pension)	52,729	58,941
Training	-	125
Compensation - Redundancy	1,500	-
	<u>54,229</u>	<u>59,066</u>

**4 Accountancy Fees**

	<b>Total 2022 £</b>	<b>Total 2021 £</b>
Annual Accounts and Independent Examination (ERVAS)	-	582
Quickbooks Subscription (ERVAS)	-	211
	<u>-</u>	<u>793</u>

**Notes to the Accounts  
For the year ended 31 August 2022**

**5 Restricted Funds**

No restricted funding during 21-22 financial year.

**6 Taxation**

The association is a registered charity, registration number 1020205. All the associations' income is applied to its charitable objectives and the association is therefore exempt under current legislation from most forms of taxation.

**7 Trustee Remuneration**

No remuneration was paid to Trustees during the year out of the funds of the charity.

There was no reimbursement of travel expenses to Trustees during the year. (2021: £44 to 1 Trustee).

Travel is paid at a rate of £0.40 per mile to Trustees and staff.