

REGISTERED CHARITY NO. 1020275

BIRCH HILL PRE-SCHOOL

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2020

BIRCH HILL PRE-SCHOOL
TRUSTEES REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020

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**REPORT OF THE BOARD OF TRUSTEES
OF BIRCH HILL PRE-SCHOOL
FOR THE YEAR ENDED 31 AUGUST 2020**

Trustees

Amanda Elizabeth Watt

Tracy Ann Vedgen

Principal Address

Birch Hill Recreation Ground
Ringmead
Bracknell
RG12 7AQ

Registration Details

Registered Charity No. 1020275

The Trustees present their annual report and the unaudited financial statements for the year ended 31 August 2020. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with: the charity's trust deed, the Charities Act 2011, Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland, and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

Structure, Governance and Management

The Charity is governed by the Charity Commission guidelines. It is formed of the committee, which is made up of volunteer parents/carers of children currently attending.

The power of appointing new or additional Trustees is by the committee at the annual general meeting.

Objectives and Activities for the public benefit

The object of the Charity is the provision of early years childcare and education (18 months - 5 years).

The Trustees confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives.

Achievements and Performance

The Charity continues to provide an excellent service to the local area for early years childcare and education for children. We have lowered our age range and now accept children aged between 18 months and 5 years old. This includes mainstream or SEND children.

We continue to replace and replenish our resources (books and toys), to improve the children's development and follow their interests.

This year maintenance concentrated on the outside of the building, varnishing all outside walls. We continue to replenish the sand pit and bark and replaced the climbing frame, as the old one was beginning to crack.

As with everyone, COVID has come along and disrupted normal day to day plans. The preschool has worked together and managed to get through these tough times working well as a team and working with parents/carers, staying open throughout to anyone that needed us. We have kept everyone safe with regular cleaning of the school and equipment and taking extra care on the cleanness of the children, purchasing a fogging machine to spray at the end of the day. Staff have taken part in regular COVID-19 self test kits. Some activities we have had to readjust and the sports coach that attended weekly has been put on hold, but we do plan to bring this activity back for the children once government guidelines allow. We have adapted to changes because of COVID-19 and have been able to protect everyone that we deal with.

We have made changes to the committee members due to parents who were involved having moved on with their children starting school. All new members have settled in well and bring lots of enthusiasm and ideas for the preschool.

Details of the Charity's income and expenditure are reflected in the attached accounts for the year ended 31 August 2020.

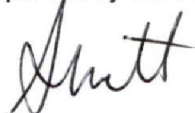
The Trustees consider that the Charity is financial stable with reserves as at 31 August 2020 of £161,585.

**REPORT OF THE BOARD OF TRUSTEES
OF BIRCH HILL PRE-SCHOOL (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020**

Reserves policy

The Trustees aim to maintain positive reserves of at least £40,000 in order to meet three months of wages and general overheads. This has been increased from prior years due to increased costs of running our own building such as business rates, utilities and insurance. All surplus funds are applied in furtherance of the Charity's objectives, and there are plans to invest further in the building and the resources we have using the additional reserves that are available to us.

Approved by the board of Trustees on 16 JUNE 2021



Amanda Elizabeth Watt



Tracy Ann Vedgen

BIRCH HILL PRE-SCHOOL
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 AUGUST 2020

	Note	2020		2019	
		£	£	£	£
Income	3				
<u>Income from charitable activities:</u>					
Fees from parents			28,904		27,042
Government funding			122,675		175,112
<u>Income from other activities:</u>					
Fundraising			749		1,277
Total income			<u>152,328</u>		<u>203,431</u>
 Expenditure	 4				
<u>Expenditure on charitable activities:</u>					
Milk and snacks		737		1,184	
Educational resources and equipment		10,785		7,758	
Premises costs		9,601		6,689	
Staff Costs	5	106,589		107,157	
Courses and training		72		1,513	
Insurance and subscriptions		3,350		3,226	
Other expenses		145		516	
Office running costs and equipment		164		1,334	
<u>Governance</u>					
Legal and professional fees – HR support and payroll		2,695		3,757	
Total expenditure			<u>(134,138)</u>		<u>(133,134)</u>
Net incoming/(outgoing) resources			18,190		70,297
Fund balances brought forward			<u>143,395</u>		<u>73,098</u>
Fund balances carried forward	8		<u><u>161,585</u></u>		<u><u>143,395</u></u>

BIRCH HILL PRE-SCHOOL

BALANCE SHEET

AS AT 31 AUGUST 2020

	Note	2020		2019	
		£	£	£	£
Current assets					
Debtors	6	1,934		600	
Current Account		75,105		68,917	
Fundraising Account		6,692		10,012	
Reserve Account		105,227		78,099	
Cash in hand		761		415	
		<u>189,719</u>		<u>158,043</u>	
Creditors					
Amounts falling due within one year	7	(28,134)		(14,648)	
Net current assets/(liabilities)			<u>161,585</u>		<u>143,395</u>
Net assets/(liabilities)			<u><u>161,585</u></u>		<u><u>143,395</u></u>
Funds					
Unrestricted funds	8		122,714		93,810
Restricted funds	8		38,871		49,585
			<u>161,585</u>		<u>143,395</u>

The notes at pages 5 to 7 form part of these accounts.

Approved by the Trustees on 16/6/21 signed on their behalf by:

Amanda Elizabeth Watt

Tracy Ann Vedgen

BIRCH HILL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020

1. Accounting policies

Basis of preparation and assessment of going concern

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. 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 (FRS102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Fund accounting policy

Restricted income funds consist of grants awarded and fund raising received which are expended on costs directly attributable to the care and education of the children, the running of the preschool and those for which the fundraising was proposed.

Fees from parents are classified as being unrestricted income and any costs incurred on running the preschool over and above those allocated to restricted funds are then set off against unrestricted income.

Recognition of income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received, and the amount of the income can be measured reliably.

Government funding and grants are only included in the Statement of Financial Activities when the general income recognition criteria are met.

Recognition of 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 settlement will be required and the amount of the obligation can be measured reliably.

Support costs have been allocated between governance costs and other support. Governance costs comprise costs involving public accountancy of the Charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

Deferred income represents government grant funding received in the year in advance of the next school term.

Debtors receivable and creditors payable

Debtors and creditors are recorded at transaction price and are subsequently measured at the cash or other consideration expected to be received or paid.

Cash and cash equivalents

Cash at bank and in hand is held to meet the day to day running costs of the charity as they fall due.

BIRCH HILL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020

2. Trustees' remuneration and expenses

No Trustee or connected person thereof has received any remuneration or expenses in the year.

3. Analysis of income

	2020	2019
	£	£
Unrestricted funds		
Fees from parents	28,904	27,042
Restricted funds		
Government funding	122,675	175,112
Fundraising	749	1,277
	<u>152,328</u>	<u>203,431</u>

4. Analysis of expenditure

	2020	2019
	£	£
Unrestricted funds	-	-
Restricted funds		
Milk and snacks	737	1,184
Educational resources and equipment	10,785	7,758
Premises costs	9,601	6,689
Staff costs	106,589	107,157
Courses and training	72	1,513
Office running costs and equipment	164	1,334
Insurance and subscriptions	3,350	3,226
Other expenses	145	516
Legal and professional fees	2,695	3,757
	<u>134,138</u>	<u>133,134</u>

BIRCH HILL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020

5. Staff costs

	2020	2019
	£	£
<u>Charitable activities</u>		
Salaries and wages	103,907	105,399
Social security costs	1,242	780
Pension costs	1,440	978
	<u>106,589</u>	<u>107,157</u>
	<u>106,589</u>	<u>107,157</u>

The average number of staff during the year was 9 (2019 – 11).

6. Debtors – amounts falling due within one year

	2020	2019
	£	£
Fees receivable from parents	1,934	600
	<u>1,934</u>	<u>600</u>
	<u>1,934</u>	<u>600</u>

7. Creditors – amounts falling due within one year

	2020	2019
	£	£
Fees received in advance	22,118	13,032
Tax and Social Security	277	-
Premises costs	5,163	1,200
Educational resources and equipment	-	416
Legal and professional fees	576	-
	<u>28,134</u>	<u>14,648</u>
	<u>28,134</u>	<u>14,648</u>

8. Charity funds

The fund balance is as a result of activities in furtherance of the Charitable Trust's objectives. The fund is held to enable the trust to further its objectives.

	Balance at 01.09.2019	Income	Expenditure	Balance at 31.08.2020
	£	£	£	£
Unrestricted fund	93,810	28,904	-	122,714
	<u>93,810</u>	<u>28,904</u>	<u>-</u>	<u>122,714</u>
Restricted fund	49,585	123,424	(134,138)	38,871
	<u>49,585</u>	<u>123,424</u>	<u>(134,138)</u>	<u>38,871</u>
	<u>49,585</u>	<u>123,424</u>	<u>(134,138)</u>	<u>38,871</u>

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BIRCH HILL PRE-SCHOOL
FOR THE YEAR ENDED 31 AUGUST 2020**

I report on the accounts of Birch Hill Pre-School for the year ended 31 August 2020 which are set out on pages 3 to 7.

Respective responsibilities of the 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 of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under Section 245 of the Charities Act.
- To follow the procedures laid down in the general Directions, given by the Charity Commission (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 statement

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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from the 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 or air' 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 130 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.



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Dated 17 JUNE 2021