

REGISTERED CHARITY NO. 1020275

BIRCH HILL PRE-SCHOOL

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2021

BIRCH HILL PRE-SCHOOL
TRUSTEES REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021

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**REPORT OF THE BOARD OF TRUSTEES
OF BIRCH HILL PRE-SCHOOL
FOR THE YEAR ENDED 31 AUGUST 2021**

Trustees

Lara Mullett – appointed 1 March 2022
 Steff King – appointed 1 March 2022
 Ian Keats – appointed 1 March 2022
 Amanda Elizabeth Watt – retired 1 March 2022
 Helen Drake – retired 1 March 2022
 Tracy Ann Vedgen – retired 1 March 2022

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 2021. 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 continued to replace and replenish our resources to improve the children's development and follow their interests. This included special cushions and sensory toys for the SEND children. Outside, the bug area was reorganised to allow the children better access for bug hunting. We also purchased soil, seeds and large plant pots so the children could plant their own vegetables and herbs. The result was a very good crop of tomatoes, runner beans and carrots.

This year maintenance included painting the playroom, toilets, lobby and office. Bark and pebbles were replenished outside and gutters cleared. We also had to replace our existing air conditioning units.

COVID continued to impact our everyday lives, but the preschool continued to thrive. The day to day running was not affected, with no staff and only a few children contracting COVID as we continued with the enhanced cleaning routines.

The Early Years Statutory Framework changes in September 2021. OFSTED have reduced the paperwork needed to prove child development. It now focuses on the key worker knowing the child and demonstrating by talking, rather than written observations. As a preschool we felt it was still important parents can see what their children are doing so we have decided to continue with photographs, drawings etc but in a scrapbook.

Details of the Charity's income and expenditure are reflected in the attached accounts for the year ended 31 August 2021.

The Trustees consider that the Charity is financial stable with reserves as at 31 August 2021 of £169,109.

**REPORT OF THE BOARD OF TRUSTEES
OF BIRCH HILL PRE-SCHOOL (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2021**

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 18.5.2022.....



.....
Lara Mullett
(Chair)



.....
Steff King
(Trustee)



.....
Ian Keats
(Trustee)

BIRCH HILL PRE-SCHOOL
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 AUGUST 2021

	Note	2021		2020	
		£	£	£	£
Income	3				
<u>Income from charitable activities:</u>					
Fees from parents			20,279		28,904
Government funding			133,714		122,675
<u>Income from other activities:</u>					
Fundraising			266		749
Total income			<u>154,259</u>		<u>152,328</u>
Expenditure	4				
<u>Expenditure on charitable activities:</u>					
Milk and snacks		951		737	
Educational resources and equipment		6,872		10,785	
Premises costs		12,054		9,601	
Staff Costs	5	117,929		106,589	
Courses and training		1,407		72	
Insurance and subscriptions		3,385		3,350	
Other expenses		424		145	
Office running costs and equipment		525		164	
<u>Governance</u>					
Legal and professional fees – HR support and payroll		3,188		2,695	
Total expenditure			<u>(146,735)</u>		<u>(134,138)</u>
Net incoming/(outgoing) resources			7,524		18,190
Fund balances brought forward			161,585		143,395
Fund balances carried forward	8		<u>169,109</u>		<u>161,585</u>

BIRCH HILL PRE-SCHOOL

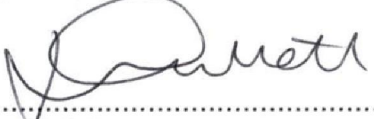
BALANCE SHEET

AS AT 31 AUGUST 2021


	Note	2021		2020	
		£	£	£	£
Current assets					
Debtors and prepayments	6	1,050		1,934	
Current Account		66,472		75,105	
Fundraising Account		6,603		6,692	
Reserve Account		108,066		105,227	
Cash in hand		32		761	
		<u>182,223</u>		<u>189,719</u>	
Creditors					
Amounts falling due within one year	7	<u>(13,114)</u>		<u>(28,134)</u>	
Net current assets/(liabilities)			<u>169,109</u>		<u>161,585</u>
Net assets/(liabilities)			<u>169,109</u>		<u>161,585</u>
Funds					
Unrestricted funds	8		142,993		122,714
Restricted funds	8		26,116		38,871
			<u>169,109</u>		<u>161,585</u>

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

Approved by the Trustees on 18.5.2022



 Lara Mullett



 Steff King



 Ian Keats

BIRCH HILL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021

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 2021

2. Trustees' remuneration and expenses

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

3. Analysis of income

	2021 £	2020 £
Unrestricted funds		
Fees from parents	20,279	28,904
Restricted funds		
Government funding	133,714	122,675
Fundraising	266	749
	<u>154,259</u>	<u>152,328</u>

4. Analysis of expenditure

	2021 £	2020 £
Unrestricted funds	-	-
Restricted funds		
Milk and snacks	951	737
Educational resources and equipment	6,872	10,785
Premises costs	12,054	9,601
Staff costs	117,929	106,589
Courses and training	1,407	72
Office running costs and equipment	525	164
Insurance and subscriptions	3,385	3,350
Other expenses	424	145
Legal and professional fees	3,188	2,695
	<u>146,735</u>	<u>134,138</u>

BIRCH HILL PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021

5. Staff costs	2021 £	2020 £
<u>Charitable activities</u>		
Salaries and wages	115,211	103,907
Social security costs	1,076	1,242
Pension costs	1,642	1,440
	<u>117,929</u>	<u>106,589</u>

The average number of staff during the year was 10 (2020 – 9).

6. Debtors – amounts falling due within one year	2021 £	2020 £
Fees receivable from parents	368	1,934
Prepaid expenses – rates	682	-
	<u>1,050</u>	<u>1,934</u>

7. Creditors – amounts falling due within one year	2021 £	2020 £
Fees received in advance	12,794	22,118
Tax, Social Security and Pension	320	277
Premises costs	-	5,163
Legal and professional fees	-	576
	<u>13,114</u>	<u>28,134</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 01.09.2020 £	Income £	Expenditure £	Balance at 31.08.2021 £
Unrestricted fund	<u>122,714</u>	<u>20,279</u>	<u>-</u>	<u>142,993</u>
Restricted fund	<u>38,871</u>	<u>133,980</u>	<u>146,735</u>	<u>26,116</u>

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BIRCH HILL PRE-SCHOOL
FOR THE YEAR ENDED 31 AUGUST 2021**

I report on the accounts of Birch Hill Pre-School for the year ended 31 August 2021 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.

K L Smith

K L Smith BA FCCA
6 Wynwood Road
Toton
Nottingham
NG9 6NB

Dated *18 May 2022*.