



# Heatherside Pre-school

Charity Number - 1021400

October 2021

## Trustee Report

**HEATHERSIDE PRE-SCHOOL**  
Heatherside Community Centre  
Martindale Ave  
Camberley  
GU15 1BB

### TRUSTEES

Jo Griffin  
John Curtis  
Simon Harbour

The Trustees of Heatherside Pre-school present their annual report and audited accounts for the year ended 31 August 2021 and confirm they comply with the requirements of the Charities Act 2011

Our aim is to help children grow as individuals and to develop both practical and social skills. cater for physical, social, emotional and cognitive development, promoting learning through play.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

The Trustee, are responsible for the overall management and control of the Heatherside Pre-school and meet six times a year. The work of implementing most of their policies is carried out by the Committee and the Pre-school Supervisor. The Committee work under the appointed chair after the AGM at the beginning of the academic year. All trustees and committee members give their time freely and no remuneration or expenses were paid in the year.

### ACHEIVEMENTS AND PERFORMANCES

Committee and the fundraisers were not able to carry out their normal duties due to guidance from the Government. No hands-on fundraising. However, they did manage a Christmas raffle. Once again, the diligence and effort the staff have put in during the COVID period, maintaining strategies that have been in place and safeguarding themselves and the returning children and staying open during the pandemic to support the parents.

### Overview for 2020 & 21

#### Pre-school

29 children left to go to their new infant schools leaving 27 children returning. We secured an additional 25 children both from our enrolment and from enquiries over the summer term. Start of the year went well with our numbers at 51. We had a good response to the Munch Club, and it filled very quickly

Our fees were set at £5.95 an hour and our government funding was £4.72



# Heatherside Pre-school

**Staff carried out their update Safeguarding training and various on-line workshops  
The New EYFS started in September 2021, so staff were busy familiarising themselves with the new version**

**Pre-school Fundraising team held a Christmas raffle (distanced due to the imminent COVID restrictions).**

**Pre-school held an Open morning for new starters in July which was well attended.**

**We have 1 identified SEN child and have employed a staff member to work 1:1 with Discretionary funding grant**

**We have 1 member of staff that has started her Level 3 training. This will be done as an apprentice scheme at a cost to us of £300**

**Fundraising total was £1245.00**

**Fundraising funds spent was £397.15**

**The fundraising went towards additional resources for the preschool. We have also purchased 1 new mobile sink. We were given a grant from Councillor Skipper for £500 so we only had to pay an additional £263.20. Our aim for the next year is to continue fund raising so we can replace some of the old toys and equipment.**

## **AGM**

**Our Chairperson, Secretary and Fundraiser will be stepping down this year and we will be looking to replace with new parents**

## **RESERVES AND FINANCIAL HEALTH**

**The Trustees regularly review the finances, budgets and spend against budget together with a monthly cash flow analysis as part of the effective stewardship of the Pre-school.  
The trustees recognise that the build-up of reserves is needed as the cohort of children year on year fluctuates greatly and the funding is released termly which has an impact on the cash flow of the Pre-school.**

**Heatherside Pre-School**  
**Registered Charity number: 1021400**  
**Independent Examiner's Report**  
**Year Ended 31 August 2021**

**Independent examiner's report to the trustees of Heatherside Pre-School**

I report to the trustees on my examination of the accounts of Heatherside Pre-School (Pre-School) for the year ended 31 August 2021.

**Responsibility and basis of report**

As the charity trustees of the Pre-School you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report I respect of my examination of the Pre-School's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Pre-School as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: *C Hibberd*

C Hibberd FCCA  
37 Theobalds Way  
Frimley  
Camberley  
Surrey  
GU16 9RF

Date: *8 December 2021*

## Heatherside Pre-School

### Income & Expenditure Statement for Aug & Year to Date

	Aug 2021			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>Income:</b>						
SCC Grant	0.00	0.00	0.00	19,241.39	0.00	19,241.39
SCC Fees	172.08	0.00	172.08	109,903.84	105,168.72	4,735.12
SCC Discretionary / Inclusion Funding	0.00	0.00	0.00	7,734.00	0.00	7,734.00
Parent Fees	0.00	0.00	0.00	17,134.10	5,767.25	11,366.85
Munch Club Fees	0.00	0.00	0.00	7,016.61	12,558.00	(5,541.39)
Fund Raising	0.00	0.00	0.00	1,346.75	0.00	1,346.75
Uniform	27.50	0.00	27.50	491.50	0.00	491.50
Training	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	778.58	199.70	578.88
Deposit Account Interest	4,602.47	0.00	4,602.47	<del>8,269.64</del> <b>3.35</b>	0.00	<del>8,269.64</del> <b>3.35</b>
<b>Total Income</b>	<b>4,802.05</b>	<b>0.00</b>	<b>4,802.05</b>	<del>144,916.44</del> <b>165,650.12</b>	<b>123,693.67</b>	<b>48,222.74</b>
<b>Expenditure:</b>						
Wages & Salaries	7,326.13	7,054.14	271.99	100,022.44	87,823.10	12,199.34
Wages & Salaries - Munch Club	0.00	456.49	(456.49)	6,251.21	5,683.18	568.03
Wages & Salaries - Ers Pension	86.36	0.00	86.36	1,281.67	0.00	1,281.67
Rent	0.00	0.00	0.00	15,771.56	14,731.86	979.70
Rent - Munch Club	0.00	0.00	0.00	1,562.93	1,274.94	287.99
Materials	0.00	192.48	(192.48)	779.21	559.27	219.94
Equipment	0.00	0.00	0.00	46.97	25.60	21.37
Photocopying	30.00	24.48	5.52	344.17	276.41	67.76
Ink	0.00	0.00	0.00	66.00	85.68	(19.68)
Uniform	0.00	0.00	0.00	738.30	199.70	538.60
Insurance	0.00	0.00	0.00	796.40	789.03	7.37
Subscriptions	0.00	0.00	0.00	659.30	499.80	159.50
Fund Raising	0.00	0.00	0.00	474.87	515.32	(40.45)
Administration	0.00	0.00	0.00	397.15	0.00	397.15
Petty Cash	12.00	12.95	(0.95)	377.18	632.85	(255.67)
Other	0.00	203.94	(203.94)	1,262.62	1,192.94	69.68
Depreciation	287.84	359.80	(71.96)	1,264.49	841.42	423.07
Redundancy Account Deficit / (Surplus)	4,602.47	0.00	4,602.47	287.84	359.80	(71.96)
<b>Total Expenditure</b>	<b>12,344.80</b>	<b>8,304.28</b>	<b>4,040.51</b>	<del>146,197.30</del> <b>134,594.83</b>	<b>115,490.90</b>	<b>23,706.39</b>
Surplus / (Deficit) for the Year	(7,542.75)	(8,304.28)	761.54	<del>32,710.42</del> <b>29,055.29</b>	8,202.77	24,516.35
Surplus / (Deficit) Brought Forward	108,773.43	85,018.62	23,754.81	<del>88,544.97</del> <b>69,904.57</b>	68,511.57	0.00
Surplus / (Deficit) Carried Forward	101,230.69	76,714.34	24,516.35	<del>104,230.69</del> <b>95,960.16</b>	76,714.34	24,516.35

*S.H.A.R.T.S.O.V.R.*

*S.C.W.R.S.*

# Heatherside Pre-School

## Balance Sheet for the Period September 2020 to August 2021

Aug 2021	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
<b>Fixed Assets:</b>												
Net Book Value C'Fwd	1,439.18	1,439.18	1,439.18	1,439.18	1,439.18	1,439.18	1,439.18	1,439.18	1,439.18	1,439.18	1,439.18	1,439.18
Depreciation (Reducing Balance 20%)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(287.84)
<b>Total Fixed Assets</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,151.34</b>
<b>Current Assets:</b>												
Redundancy Deposit Account (40-16-05 71586688)	34,212.86	34,212.86	34,212.86	34,213.71	34,213.71	34,213.71	34,214.56	34,214.56	34,214.56	34,215.41	34,215.41	38,817.88 ✓
Current Account (40-16-05 31586661)	79,909.62	94,290.07	84,971.24	76,942.42	90,948.23	101,630.54	94,789.73	110,949.77	123,311.56	112,539.35	103,667.08	91,809.70
<b>Total Current Assets</b>	<b>114,122.48</b>	<b>128,502.93</b>	<b>119,184.10</b>	<b>111,156.13</b>	<b>125,161.94</b>	<b>135,844.25</b>	<b>129,004.29</b>	<b>145,164.33</b>	<b>157,526.12</b>	<b>146,754.76</b>	<b>137,882.49</b>	<b>130,627.58</b>
<b>Current Liabilities:</b>												
Creditors	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Overdraft	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Current Liabilities</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Working Capital</b>	<b>114,122.48</b>	<b>128,502.93</b>	<b>119,184.10</b>	<b>111,156.13</b>	<b>125,161.94</b>	<b>135,844.25</b>	<b>129,004.29</b>	<b>145,164.33</b>	<b>157,526.12</b>	<b>146,754.76</b>	<b>137,882.49</b>	<b>130,627.58</b>
<b>Operating Capital Employed</b>	<b>115,561.66</b>	<b>129,942.11</b>	<b>120,623.28</b>	<b>112,595.31</b>	<b>126,601.12</b>	<b>137,283.43</b>	<b>130,443.47</b>	<b>146,603.51</b>	<b>158,965.30</b>	<b>148,193.94</b>	<b>139,321.67</b>	<b>131,778.93</b>
<i>Redundancy Reserve</i> Deposit Account Brought Forward	<del>29,334.19</del> 30,548.24	30,548.24	30,548.24	30,548.24	30,548.24	30,548.24	30,548.24	30,548.24	30,548.24	30,548.24	30,548.24	<del>30,548.24</del> 30,548.24
<i>Current Year</i> Income & Expenditure Account Brought Forward	<del>69,725.62</del> 16,501.85	68,511.57	68,511.57	68,511.57	68,511.57	68,511.57	68,511.57	68,511.57	68,511.57	68,511.57	68,511.57	<del>68,511.57</del> 68,511.57
<i>Correction</i> Income & Expenditure Account for the Current Year	16,501.85	30,882.30	21,563.47	13,535.50	27,541.31	38,223.62	31,383.66	47,543.70	59,905.49	49,134.13	40,261.86	<del>32,719.12</del> 32,719.12
<b>Association Funds</b>	<b>115,561.66</b>	<b>129,942.11</b>	<b>120,623.28</b>	<b>112,595.31</b>	<b>126,601.12</b>	<b>137,283.43</b>	<b>130,443.47</b>	<b>146,603.51</b>	<b>158,965.30</b>	<b>148,193.94</b>	<b>139,321.67</b>	<b>131,778.93</b>
<b>Variance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

*S H A N B E R*

*J. COLLIS*

**Heatherside Pre-School**  
**Registered Charity number: 1021400**  
**Independent Examiner's Report**  
**Year Ended 31 August 2021**

**Independent examiner's report to the trustees of Heatherside Pre-School**

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Signed: *C Hibberd*

C Hibberd FCCA  
37 Theobalds Way  
Frimley  
Camberley  
Surrey  
GU16 9RF

Date: *8 December 2021*

## Heatherside Pre-School

### Income & Expenditure Statement for Aug & Year to Date

	Aug 2021			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>Income:</b>						
SCC Grant	0.00	0.00	0.00	19,241.39	0.00	19,241.39
SCC Fees	172.08	0.00	172.08	109,903.84	105,168.72	4,735.12
SCC Discretionary / Inclusion Funding	0.00	0.00	0.00	7,734.00	0.00	7,734.00
Parent Fees	0.00	0.00	0.00	17,134.10	5,767.25	11,366.85
Munch Club Fees	0.00	0.00	0.00	7,016.61	12,558.00	(5,541.39)
Fund Raising	0.00	0.00	0.00	1,346.75	0.00	1,346.75
Uniform	27.50	0.00	27.50	491.50	0.00	491.50
Training	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	778.58	199.70	578.88
Deposit Account Interest	4,602.47	0.00	4,602.47	<del>8,269.64</del> <b>3.35</b>	0.00	<del>8,269.64</del> <b>3.35</b>
<b>Total Income</b>	<b>4,802.05</b>	<b>0.00</b>	<b>4,802.05</b>	<del>174,916.44</del> <b>165,650.12</b>	<b>123,693.67</b>	<b>48,222.74</b>
<b>Expenditure:</b>						
Wages & Salaries	7,326.13	7,054.14	271.99	100,022.44	87,823.10	12,199.34
Wages & Salaries - Munch Club	0.00	456.49	(456.49)	6,251.21	5,683.18	568.03
Wages & Salaries - ERS Pension	86.36	0.00	86.36	1,281.67	0.00	1,281.67
Rent	0.00	0.00	0.00	15,711.56	14,731.86	979.70
Rent - Munch Club	0.00	0.00	0.00	1,562.93	1,274.94	287.99
Materials	0.00	192.48	(192.48)	779.21	559.27	219.94
Equipment	0.00	0.00	0.00	46.97	25.60	21.37
Photocopying	30.00	24.48	5.52	344.17	276.41	67.76
Ink	0.00	0.00	0.00	66.00	85.68	(19.68)
Uniform	0.00	0.00	0.00	738.30	199.70	538.60
Insurance	0.00	0.00	0.00	796.40	789.03	7.37
Training	0.00	0.00	0.00	659.30	499.80	159.50
Subscriptions	0.00	0.00	0.00	474.87	515.32	(40.45)
Fund Raising	0.00	0.00	0.00	397.15	0.00	397.15
Administration	12.00	12.95	(0.95)	377.18	632.85	(255.67)
Petty Cash	0.00	203.94	(203.94)	1,262.62	1,192.94	69.68
Other	0.00	0.00	0.00	1,264.49	841.42	423.07
Depreciation	287.84	359.80	(71.96)	287.84	359.80	(71.96)
Redundancy Account Deficit / (Surplus)	4,602.47	0.00	4,602.47	<del>6,872.99</del> <b>2,270.52</b>	0.00	<b>6,872.99</b>
<b>Total Expenditure</b>	<b>12,344.80</b>	<b>8,304.28</b>	<b>4,040.51</b>	<del>439,197.30</del> <b>134,594.88</b>	<b>115,490.90</b>	<b>23,706.39</b>
<b>Surplus / (Deficit) for the Year</b>	<b>(7,542.75)</b>	<b>(8,304.28)</b>	<b>761.54</b>	<del>32,718.42</del> <b>29,055.29</b>	<b>8,202.77</b>	<b>24,516.35</b>
<b>Surplus / (Deficit) Brought Forward</b>	<b>108,773.43</b>	<b>85,018.62</b>	<b>23,754.81</b>	<del>69,511.97</del> <b>69,904.97</b>	<b>68,511.57</b>	<b>0.00</b>
<b>Surplus / (Deficit) Carried Forward</b>	<b>101,230.69</b>	<b>76,714.34</b>	<b>24,516.35</b>	<del>404,230.69</del> <b>95,960.16</b>	<b>76,714.34</b>	<b>24,516.35</b>

*S. Harris*

*S. Harris*

# Heatherside Pre-School

## Balance Sheet for the Period September 2020 to August 2021

Aug 2021	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
<b>Fixed Assets:</b>												
Net Book Value C'Fwd	1,439.18	1,439.18	1,439.18	1,439.18	1,439.18	1,439.18	1,439.18	1,439.18	1,439.18	1,439.18	1,439.18	1,439.18
Depreciation (Reducing Balance 20%)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(287.84)
<b>Total Fixed Assets</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,439.18</b>	<b>1,151.34</b>
<b>Current Assets:</b>												
* <del>Redundancy</del> Deposit Account (40-16-05 71586688)	34,212.86	34,212.86	34,212.86	34,213.71	34,213.71	34,213.71	34,214.56	34,214.56	34,214.56	34,215.41	34,215.41	38,817.88 ✓
Current Account (40-16-05 31586661)	79,909.62	94,290.07	84,971.24	76,942.42	90,948.23	101,630.54	94,789.73	110,949.77	123,311.56	112,539.35	103,667.08	91,809.70
<b>Total Current Assets</b>	<b>114,122.48</b>	<b>128,502.93</b>	<b>119,184.10</b>	<b>111,156.13</b>	<b>125,161.94</b>	<b>135,844.25</b>	<b>129,004.29</b>	<b>145,164.33</b>	<b>157,526.12</b>	<b>146,754.76</b>	<b>137,882.49</b>	<b>130,627.58</b>
<b>Current Liabilities:</b>												
Creditors	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Overdraft	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Current Liabilities</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Working Capital</b>	<b>114,122.48</b>	<b>128,502.93</b>	<b>119,184.10</b>	<b>111,156.13</b>	<b>125,161.94</b>	<b>135,844.25</b>	<b>129,004.29</b>	<b>145,164.33</b>	<b>157,526.12</b>	<b>146,754.76</b>	<b>137,882.49</b>	<b>130,627.58</b>
<b>Operating Capital Employed</b>	<b>115,561.66</b>	<b>129,942.11</b>	<b>120,623.28</b>	<b>112,595.31</b>	<b>126,601.12</b>	<b>137,283.43</b>	<b>130,443.47</b>	<b>146,603.51</b>	<b>158,965.30</b>	<b>148,193.94</b>	<b>139,321.67</b>	<b>131,778.93</b>
<i>Redundancy Reserve</i> Deposit Account Brought Forward	<del>29,334.19</del> 30,548.24	30,548.24	30,548.24	30,548.24	30,548.24	30,548.24	30,548.24	30,548.24	30,548.24	30,548.24	30,548.24	<del>30,548.24</del> 30,548.24
* <i>Current Yr Correction</i> Income & Expenditure Account Brought Forward	<del>69,725.62</del> 69,725.62	68,511.57	68,511.57	68,511.57	68,511.57	68,511.57	68,511.57	68,511.57	68,511.57	68,511.57	68,511.57	<del>68,511.57</del> 68,511.57
<i>Correction</i> Income & Expenditure Account for the Current Year	16,501.85	30,882.30	21,563.47	13,535.50	27,541.31	38,223.62	31,383.66	47,543.70	59,905.49	49,134.13	40,261.86	<del>32,719.12</del> 32,719.12
<b>Association Funds</b>	<b>115,561.66</b>	<b>129,942.11</b>	<b>120,623.28</b>	<b>112,595.31</b>	<b>126,601.12</b>	<b>137,283.43</b>	<b>130,443.47</b>	<b>146,603.51</b>	<b>158,965.30</b>	<b>148,193.94</b>	<b>139,321.67</b>	<b>131,778.93</b>
<b>Variance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

*S H A N N O N*

*J. CORRIE*