

# **Stepping Stones Pre-School**

Stepping Stones Pre-School (Hardley)

Charity No.: 1022377

**Annual Accounts**

For the Year Ended 31 August 2021

# Stepping Stones Pre-School

Teachers Way, Hardley, Southampton, SO45 2QG

Stepping Stones Pre-School (Hardley)

Charity No.: 1022377

## Trustees' Annual Report

For the Year Ended 31 August 2021

### Charity Trustees

Name of Trustee

Office (if any)

Dates Acted if not for whole year

Stephanie Wood

Jane Mountford

Samantha durrant-Gough

Laura Drust

### Structure, Governance and Management

Stepping Stones Pre-School is a member of the Pre-School Learning Alliance and is governed by their constitution. Trustees are elected by members of the pre-school at the Annual General Meeting.

### Objectives and Activities

The objects of the charity is 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 and to create a safe and caring environment; preparing children for the transition to school.

We provide sessional care for children aged between 2 and 5 years, working within the framework of the EYFS and are regulated by Ofsted. We welcome all children within the age range regardless of personal circumstance, gender, faith, cultural background and ability.

### Achievements and Performance

The pre-school continues to be busy with almost full capacity. Our fundraising activities included our annual Christmas raffle. Fundraising was restricted due to Covid. The total raised this year was £554.

### Financial Review

Stepping Stones Pre-School has a formal Reserve Policy in place. The policy typically covers estimated 3 months operating costs, staff redundancy payments.

### Declaration

The Trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the Charity's Trustees.

Signatures

*Stephanie Wood*

*JM*

Full Names

STEPHANIE WOOD

J. MOUNTFORD

Positions

CHAIR

Date

04/02/22

## Stepping Stones Pre-School

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Stepping Stones Pre-School (Hardley)

Charity No.: 1022377

### Independent Examiner's Report on the Accounts

For the Year Ended 31 August 2021

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 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

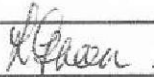
- \* Examine the accounts under section 145 of the Charities Act,
- \* To follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- \* To state whether particular matters have come to my attention.

My examination included 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 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 and fair' view and the report is limited to those matters set out in the statement below.

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;
  - \* 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.

Signed



Name

L. GREEN

Address:

3 SHERWOOD WAY, LANGLEY,

SOUTHAMPTON, SO45 1ZQ

Date:

14/12/2021

**Stepping Stones Pre-School**

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Stepping Stones Pre-School (Hardley)

Charity No.: 1022377

**Receipts and Payments Account**

For the Year Ended 31 August 2021

			<b>2021</b>	<b>2020</b>
	Unrestricted Funds	Restricted Funds	Total Funds	
<b>Receipts</b>				
Session Fees	11100		11100	11438
EYE Funding	83560		83560	92192
Grants and Donations	0	1044	1044	0
Fundraising	336		336	793
Miscellaneous: uniform	395		395	333
Summer Trip Payments	2825		2825	0
Interest Received	3		3	16
<b>Total Receipts</b>	<b>98219</b>	<b>1044</b>	<b>99263</b>	<b>104772</b>
<b>Payments</b>				
Wages and Staff Costs	80747		80747	88449
Rent and Costs	11140		11140	11565
Snacks and Consumables	618		618	598
Fundraising	544		544	296
Equipment and Resources	1982		1982	1014
Telephone and IT	838		838	811
Postage, Stationery and Admin	367		367	378
Professional Fees and Insurance	1795		1795	2376
Grant Expenditure	0	405	405	456
Misc - Fee refunds	27		27	406
Summer Trip	1750		1750	0
All other	147		147	516
<b>Total Payments</b>	<b>99955</b>	<b>405</b>	<b>100360</b>	<b>106863</b>
<b>Net of Receipts/(Payments)</b>			<b>-1097</b>	<b>-2091</b>
<b>Accumulated Funds</b>				
Balance at 1 September 2020		49184		
Net of Receipts/(Payments) for the Year		-1097		
<b>Balance at 31 August 2021</b>		<b>48087</b>		
<b>Split as follows:</b>				
Business Account		14795		
Reserves Account		33282		
Cash		10		
		<b>48087</b>		

**Breakdown of figures:**

	<u>2021</u>	<u>2020</u>
<b>Rent and Premises:</b>		
Rent	8410	10491
Rates	135	326
Utilities	1956	0
Caretaking	639	748
	<u>11140</u>	<u>11565</u>
<b>Equipment:</b>		
General resources	1982	1014
	<u>1982</u>	<u>1014</u>
<b>Wages:</b>		
Wages	78036	86556
Training	421	353
DBS Fees	0	0
Staff Uniform	331	0
Pension	1959	1540
	<u>80747</u>	<u>88449</u>
<b>Consumables:</b>	<u>435</u>	<u>297</u>
<b>Snacks:</b>	<u>183</u>	<u>301</u>
<b>Fundraising:</b>		
Fundraising	259	29
Uniform Expenses	285	34
	<u>544</u>	<u>63</u>
<b>Postage, Stationery &amp; Admin:</b>		
Ink	216	378
Postage and Admin	151	0
	<u>367</u>	<u>378</u>
<b>Telephone &amp; IT:</b>		
Phone bills	120	236
BT - internet	718	575
	<u>838</u>	<u>811</u>
<b>Grant Expenditure:</b>		
Food Vouchers	405	0
<b>Garden Expenditure (sand pit, etc)</b>	0	456
	<u>405</u>	<u>456</u>

**Professional Fees:**

PAT Testing	60	60
Nappy Bin	0	498
Moneysoft Payroll	89	86
Ofsted	50	50
MPLC /dvd/radio	194	201
Insurance	899	898
Cooleraid	137	139
Tapestry	130	130
ICO	35	35
Twinkl	75	67
AVG Security	30	0
Amazon Prime	96	96
	<u>1795</u>	<u>2260</u>

**Miscellaneous:**

Paultons Park	1750	1252
Fish Food & accessories	9	25
Party & Graduation Expenses	42	202
funding transfer	96	245
fees refund	27	406
petty cash transfer	0	50
	<u>1924</u>	<u>1446</u>

**FUNDRAISING INCOME**

T-Shirt Sales	285	22
Spooky Sponsored Walk	0	204
Photo Commission	0	74
Xmas	259	201
Raffle	0	189
Donation	0	103
	<u>544</u>	<u>793</u>

Paultons Park