

KNEBworth PRE-SCHOOL
ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2021

KNEBORTH PRE-SCHOOL

Trinity Church
Park Lane
Knebworth
Herts

Registered Charity No: 1022928

ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2021

Knebworth Pre-School is a parent-run Pre-School, taking children from 2 ½ years up to school age. Its governing document is the constitution recommended by the Pre-School Learning Alliance, of which it is also a member. At each Annual General Meeting the members elect the Committee for the forthcoming year.

Committee members who served during the year were as follows:

Elizabeth Hounslow - Chairperson
Carrie-Anne Ambrose – Secretary
Judith Wheeler – Treasurer
Jane Whitrow – Vice Treasurer
Kerensa Ayling
Jennie Banks
Helen Crumplin
Charlotte Flowerday
Kathryn Cheik
Laura Taiaki
Emily Packman
Caroline Rixson
Michelle Pengelly

During the year to 31st March 2021 Knebworth Pre-School has continued to pursue its main aim, which 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 by:

1. offering appropriate play facilities and training courses, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children, regardless of race, culture, religion or means;
2. encouraging the study of such the needs of such children and their families and promoting public interest in and recognition of such needs in the local area;
3. instigating and adhering to and furthering the aim of the Pre-School Alliance.

The Pre-School operates an assisted places trust fund for those families on certain benefits to have their fees subsidised. This fund is supported by The Knebworth Village Trust.

Fees are intended to cover staff wages and basic running costs. The Pre-School relies on grants and fundraising to cover its other costs. A target of £2,000 was set per annum for fundraising however due to the pandemic no fundraising activities could take place.

The school had to close in the spring term on 27th March 2020 in accordance with government instructions. For the first half of the summer term 2020 the premises remained closed with most staff furloughed but the staff kept in touch with parents by phone or email and provided them with educational packs to do at home where suitable. Some children were able to attend the school after half term in bubble groups whilst others continued with home schooling. The school was limited as to available funding but did receive one payment under the CJRS scheme of £1,634

The Pre-School made a net profit for the year of £5,284 mainly due reduction in costs due to children home schooling and staff furloughed for a period of time.

The Pre-School operates a reserves policy which had currently stands at £25,184 which is retained in a separate account to cover such costs as redundancy in the event that the school should close.

The trustees have complied with their duty to have due regard to the guidance on public benefit as published by the Charities Commission in exercising their power or duties.



Treasurer

Date: 25/2/22

KNEBORTH PRESCHOOL

INCOME AND EXPENDITURE For the year ended 31st March 2021

INCOME		2021			2020
		Unrestricted funds	Restricted funds	TOTAL	
		£	£	£	£
Fees	- private	6,647		6,647	15,955
	- funded	84,130		84,130	90,316
		90,777		90,777	106,271
Fundraising	- income	49		49	2,415
Grants		-	4,394	4,394	6,640
Donations		100		100	2,953
Interest receivable		11		11	53
Other		74		74	0
Total income		91,011	4,394	95,405	118,332
EXPENDITURE					
Fundraising expenditure		168		168	719
Wages		75,392		75,392	84,271
Pensions		4,347		4,347	4,444
Food		325		325	1,021
Consumables		1,043		1,043	1,390
Rent		2,760		2,760	2,760
Insurance		611		611	604
Telephone & internet		823		823	891
Computer costs & software		807		807	530
Stationery		465		465	824
Advertising		72		72	96
Bookkeeping		1,500		1,500	1,500
Maintenance		526		526	298
Staff training		255		255	213
Equipment		-		-	5,095
Subscriptions		471		471	474
Sundry expenses		126		126	964
Donations		-		-	20
Uniforms		-		-	292
Graduation & Sports day		-		-	469
DBS costs		91		91	99
Staff entertaining		-		-	-
Tennis/football/drama/french		225		225	1,548
Trips		-		-	70
Bank charges & Paypal fees		114		114	320
Book & Shoe bags		-		-	97
Total expenditure		90,121	-	90,121	109,009
Excess of expenditure over income				5,284	9,323
BALANCE SHEET					
Accumulated funds at 1 April 2019				44,965	42,647
Excess/(deficit) of income over expenditure				5,284	9,323
Total				50,249	51,970

Represented by:

Cash in hand	444	237
Bank currents account	19,612	16,946
Bank deposit account	25,184	25,173
Paypal account	5,078	1,893
Assisted Places Account	90	90
Debtors	116	927
Creditors	(214)	(240)
Deferred income	(61)	(61)
	<u>50,249</u>	<u>44,965</u>

Treasurer: _____

KNEB WORTH PRESCHOOL

NOTES TO THE ACCOUNTS For the year ended 31st March 2021

1. FUNDRAISING EVENTS

	INCOME	EXPENDITURE	NET REVENUE
Fete		15	-15
Treasure hunt	49		49
Tea towels		153	-153
	<u>49</u>	<u>168</u>	<u>-119</u>



Section A Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
KNOBWORTH PRE-SCHOOL

**On accounts for the year
ended**

31 March 2021 Charity no (if any) **1022928**

Set out on pages

3-6 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed:

Howard Ashmore

Date:

25 Feb 22

Name:

HOWARD ASHMORE

**Relevant professional
qualification(s) or body
(if any):**

FCA

Address:

**69 KNOW PIEZE
WILBURY WAY
HITCHIN SG4 0TY**