

**Stepping Stones**  
**Year ended 31 July 2021**  
**Treasurer's Report and Financial**  
**Statements**

## **STEPPING STONES PRE-SCHOOL CLIPSTON LEGAL AND ADMINISTRATIVE FRAMEWORK**

**REGISTERED CHARITY NUMBER** 1023443

**DATE OF REGISTRATION** 12 July 1993

### **TRUSTEES**

Laura Keir

Carly Jeanneret

Lisa Gariano

Mark Littlewood

Rachael Littlewood

Rosie O'Connor

Sarah Broadway

Nicola Hendry-Adams

Demi Robinson

### **GOVERNING DOCUMENT AND CHARITABLE OBJECTIVES**

The charity acts in accordance with its constitution dated 29 October 2014.

The objects of the charity are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

Offering appropriate play, educations and care facilities, family learning and extended hours groups together with the rights of parents to take responsibility for and to become involved in the activities of such groups, enduring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability

Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas.

Instigating and adhering to and furthering the aims and objects of the pre-school learning alliance.

### **MAIN ACTIVITY**

The charity provides pre-school education to children.

### **PUBLIC BENEFIT**

The charity notes that it has a responsibility under the Charity regulations which govern it to ensure that the public benefit from the activities of the charity.

Stepping Stones Pre-School Clipston ensures that it meets these requirements by ensuring that applications for places at the school are made available to all families in the local community.

### **CONTACT NAME AND ADDRESS**

Stepping Stones Pre-school

High Street

Clipston

Market Harborough

LE16 9RU

## **INDEPENDENT EXAMINER**

Richard Brown, 23 Springfield Road, Wilbarston, Market Harborough, LE16 8QR

### **Treasurer's Report for the year ended 31 July 2021**

Stepping Stones has had another challenging year with much lower than historical levels of children attending the preschool. It has still seen income challenges due to Covid-19, but despite these challenges overall the setting made a small surplus for the year of £1,481 (FY2020: £559).

The setting has continued to benefit significantly this year from the steps taken in the previous years to maximise income for the setting and proactively manage the cost base to ensure that staffing levels are appropriate and sustainable for the number of children attending the setting and the cost base challenged and discretionary spend minimised.

The following specific receipts and payments are of note:

- Fee and funding income in total for the year was £52,987, £5,392 lower than in the previous year (FY2020: £58,379)
- Fundraising and donations generated £3,536 (FY2020: £1,020), a large gift aid rebate was paid but the impact of covid-19 still affecting the normal ability to hold events
- Staff costs were a similar level to the prior year at £45,040 (FY2020: £48,366 There was another increase in minimum wage from April 2021 and the first pay increases were given to staff for several years
- Staff training costs were £733 (FY2020: £583) which is considerably higher than previous years reflecting mandatory training requirements of the team and additional adhoc training
- During the year grants totalling £505 were gratefully received

The cash balance as at 31 July 2021 was £65,141.32 (FY2020: £63,504). This is approximately £33,000 higher than the cash we are required to hold under our Reserves policy.

The forecast for next year anticipates a slightly higher number of children attending the setting to the current year. To ensure the ongoing financial viability of Stepping Stones, the challenge remains to optimise attendance levels at the setting, proactively manage staff and overhead costs and maximise the opportunities for fundraising.

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF STEPPING STONES PRE-SCHOOL CLIPSTON**

I report to the trustees on my examination of the accounts of Stepping Stones Pre-School Clipston for the year ended 31 July 2021.

### **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 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 Trust 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.



Richard Brown, ACMA  
23 Springfield Road,  
Wilbarston,  
Market Harborough,  
LE16 8QR

**RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 JULY 2021**

		2021		2020	
	Note	£	£	£	£
<b>RECEIPTS</b>					
<b>Unrestricted Funds</b>					
Fees and Funding:					
Northants County Council		43,057		46,221	
Fees re unfunded children		9,930		10,270	
Furlough Scheme		-		1,888	
Other		-		-	
			52,987		58,379
Fundraising		1,389		1,020	
Donations, matched giving and gift aid		2,147			250
<b>TOTAL UN-RESTRICTED RECEIPTS</b>			56,523		59,649
<b>Restricted Funds</b>					
Grants received		505		1,448	
<b>TOTAL RESTRICTED RECEIPTS</b>			505		1,448
<b>TOTAL RECEIPTS FOR THE YEAR</b>			<u>57,028</u>		<u>61,097</u>
<b>PAYMENTS</b>					
<b>Unrestricted Funds</b>					
Wages, bonuses and national insurance		45,040		48,366	
Staff training and course fees		773		583	
Telephone		661		650	
Rent		1,942		1,890	
Fees, subscriptions and memberships		871		365	
Insurance		492		444	
Resources and equipment		1,884		1,343	
Printing, postage and stationery		-		368	
Marketing and advertising		-		-	
Accountancy fees - payroll		333		309	
Furniture, Housekeeping and maintenance		2,433		1,614	
Snack		198		235	
Miscellaneous Purchases		-		1,607	
<b>TOTAL UNRESTRICTED PAYMENTS</b>			54,627		57,804
<b>Restricted Funds</b>					
Course fees		-		-	
Outdoor equipment/covid grant		505		2,734	
Refund/concert proceeds		415		-	
<b>TOTAL RESTRICTED PAYMENTS</b>			920		2,734
<b>TOTAL PAYMENTS FOR THE YEAR</b>			<u>55,547</u>		<u>60,538</u>
<b>EXCESS OF RECEIPTS OVER PAYMENTS FOR THE YEAR</b>					
<b>Unrestricted Funds</b>			1,896		1,845
<b>Restricted Funds</b>			(415)		(1,286)
			<u>1,481</u>		<u>559</u>

**STATEMENT OF ASSETS AND LIABILITIES AT 31 JULY 2021**

	Note	2021		2020	
		£	£	£	£
<b>CASH FUNDS</b>					
Bank current account			65,141		63,504
Petty Cash			0		156
			<u>65,141</u>		<u>63,660</u>
<b>DISTRIBUTION BETWEEN FUNDS</b>					
<b>Unrestricted Funds</b>					
Opening balance		62,743		60,898	
Excess of receipts over payments for the year		1,896		1,845	
Transfer from restricted funds		-		-	
Closing balance			<u>64,639</u>		<u>62,743</u>
<b>Restricted Funds</b>					
Opening balance		917			
Excess of receipts over payments for the year		(415)		(1,286)	
Closing balance			<u>502</u>		<u>917</u>
			<u>65,141</u>		<u>63,660</u>