

**YOUTH CLUB PRE SCHOOL
UNAUDITED FINANCIAL STATEMENTS
31 AUGUST 2023**

Charity Number 1026827

YOUTH CLUB PRE SCHOOL
FINANCIAL STATEMENTS YEAR ENDED
31 AUGUST 2023

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YOUTH CLUB PRE SCHOOL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2023

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 August 2023.

REFERENCE AND ADMINISTRATIVE DETAILS

| | |
|------------------------------------|--|
| Registered charity name | Youth Club Pre School |
| Charity registration number | 1026827 |
| Principal office | Wolverton Road Newport Pagnell Bucks MK16 8HX |

The trustees

The trustees who served the charity during the period were as follows:

Carly Martin - Chair
Jemma Newbold - Treasurer
Nicola Ash - Secretary
Helen Davey-Christmas
Katherine Clark

Secretary Nicola Ash

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Charity is governed by a document known as a constitution. It is an unincorporated association administered by trustees who are elected during the year.

OBJECTIVES AND ACTIVITIES

The principal purpose of the Pre-School is to enhance the development and education of children under statutory school age.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

The focus of our activities remains as the enhancement and development of children under statutory school age and a programme linked to the Early Years Foundation Statue (EYFS) and infant orientated events and activities.

This benefits the children by developing their confidence and social skills and helps them to settle into school when leaving. It also offers opportunities for activities to be offered that may not otherwise be experienced.

YOUTH CLUB PRE SCHOOL

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 AUGUST 2023

ACHIEVEMENTS AND PERFORMANCE

The pre-school is a charity that is managed by a volunteer chair and committee who support the pre-school manager – Lyn Cousins and her team. This was our second year since the COVID-19 pandemic where there have been no restrictions are in place.

We re-introduced coffee mornings on 29th September, so parents and carers had a chance to meet and form friendships as well as strengthening the relationship with the Preschool. These proved very successful and were well attended.

In November we asked for donations from parents to add to our big Christmas raffle. We also approached local businesses to support us by donating a prize. This proved very successful. We had a tuck shop offering sweet treats, fresh fruit and soft drinks at the Christmas performance and made a small charge of £1 per ticket for the Christmas performance.

We had a scavenger hunt in February half term. The children really enjoy the half term activities which were predominantly ran by the Preschool staff with the committee supplying the prizes.

In March the committee put together an Easter raffle and shop selling Easter gifts, craft sets and cookies and in April we had a bags2school collection to raise funds.

Every year Newport Pagnell holds a strawberry fayre and we are very fortunate to run the cream teas for this event. We also had a small refreshments gazebo outside. For 2024 we will ask for this to moved to outside the hall. This is an important fundraiser for The Preschool and raised £1,289. The children also perform at this event and staff give up there time to support the children with their performance and the committee with fundraising, this is one of many examples of the staff team supporting the Preschool, committee and most importantly the children.

This year in July we entered into the Newport Pagnell carnival and Newport Pagnell Duck race. We offered the children the chance to design and name the duck for a small charge to offset entering cost.

A group of Adults and Children representing the Youth Club Pre-school walked the carnival raising money for the Preschool and handing out sweets. This event was enjoyed by those who took part and observed. We felt it was important to take part in these community events and these will be repeated for 2024. We also ran a stall on the Sunday of carnival and going forward would recommend this stall was on the Saturday when volunteer numbers allowed or not at all.

We organised a tuck shop for sports day and at the end of September we took part in a car boot. As a registered charity our plot was free.

We had to agree and make some business changes to better sustain the Preschool's future and financial situation going forward. This was mainly due to the continued inadequate government funding and increased operating costs. Our opening ours changed to accommodate 30 hour placements and increase revenue. These changes were supported by staff where possible and contracts were changed to include these new hours.

Previously we invoiced a voluntary snack contribution of 25p per day, due to insufficient contributions and to better use staff time this was ended and a new snack policy introduced.

YOUTH CLUB PRE SCHOOL

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 AUGUST 2023

Due to our fundraising efforts we replaced some long standing crucial equipment as well as but not limited to art and craft resources and den building supplies.

We ended the year with a Teddy bears picnic for graduation leavers at no cost to parents/careers. This was a lovely way to finish off and was enjoyable for all.

FINANCIAL REVIEW

The objective of a charity is not to make a profit but to ensure that expenses are covered. The Pre-School's financial results show a surplus this year of £5,893 compared to a surplus of £7,580 last year. The decrease in this years surplus was mainly driven by the rise in costs due to the increases in the cost of living.

The surplus will increase the balance of the reserves to remain in line with guidelines for redundancies in the unlikely event of the setting's closure in line with our reserves policy.

The Pre-School has a reserves policy in place to ensure that it can provide a consistent level of service protecting against unforeseen losses to income or increases in expenses and that it's liabilities can be met should the Pre-School need to close. The aim is to build and maintain a reserve of three months income.

The committee will annually review this reserve level to ensure that it will meet the following:

- Statutory redundancy liability for all staff.
- Pay for the notice period required to be given to staff.
- Outstanding holiday pay entitlement for staff
- Outstanding bills such as premises rent.
- Repayment of Government Funding Entitlement for sessions not provided.

In addition the Pre-School aim to build and maintain a reserve of one month's income to allow a small contingency to cover a temporary shortfall, for example due to low children numbers in the autumn term.

PLANS FOR FUTURE PERIODS

Our focus for the future is to continue to provide an outstanding pre-school for the next cohort of children. We recognise that due to the pandemic and 'lockdown life' there are still some impacts to development and we hope to continue to work with parents as early years professional in understanding and providing the right kind of environment for children to learn and develop.

We are looking forward to organising this year's fundraising events and hope to create more events for parents and carers to meet.

RESPONSIBILITIES OF THE TRUSTEES

The charity's trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;

YOUTH CLUB PRE SCHOOL
TRUSTEES ANNUAL REPORT *(continued)*
YEAR ENDED 31 AUGUST 2023

- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

INDEPENDENT EXAMINER

Zoe Foo FCCA was independent examiner for the year.

Signed on behalf of the trustees

Jemma Newbold - Treasurer

19th April 2024

YOUTH CLUB PRE SCHOOL
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
YOUTH CLUB PRE SCHOOL
YEAR ENDED 31 AUGUST 2023

I report on the accounts of the charity for the year ended 31 August 2023 which are set out on pages 7 to 12.

RESPECTIVE RESPONSIBILITIES OF 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as 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.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, I confirm that no material matters have come to my attention in connection with the examination which gives me reasonable cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

YOUTH CLUB PRE SCHOOL
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
YOUTH CLUB PRE SCHOOL *(continued)*
YEAR ENDED 31 AUGUST 2023

Zoe Foo FCCA
Independent examiner
108 Priory Street
Newport Pagnell
Buckinghamshire
MK16 9BL

19th April 2024

YOUTH CLUB PRE SCHOOL
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 AUGUST 2023

| | Note | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2023 £ | Total Funds 2022 £ |
|---|------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| INCOMING RESOURCES | | | | | |
| Incoming resources from generating funds: | | | | | |
| Voluntary income | 2 | 179,441 | 2,607 | 182,048 | 158,114 |
| Incoming resources from charitable activities | 3 | 10,540 | - | 10,540 | 10,697 |
| TOTAL INCOMING RESOURCES | | 189,981 | 2,607 | 192,588 | 168,811 |
| RESOURCES EXPENDED | | | | | |
| Charitable activities | | (182,878) | (2,108) | (184,986) | (159,427) |
| Governance costs | 4 | (1,709) | - | (1,709) | (1,804) |
| TOTAL RESOURCES EXPENDED | | (184,587) | (2,108) | (186,695) | (161,231) |
| NET INCOMING RESOURCES FOR THE YEAR | 5 | 5,394 | 499 | 5,893 | 7,580 |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | 71,306 | 1,641 | 72,947 | 65,367 |
| TOTAL FUNDS CARRIED FORWARD | | 76,700 | 2,140 | 78,840 | 72,947 |

All the above amounts relate to continuing activities.

The notes on pages 9 to 12 form part of these financial statements.

YOUTH CLUB PRE SCHOOL

BALANCE SHEET

31 AUGUST 2023

| | | Unrestricted Funds | Restricted Funds | Total Funds 2023 | Total Funds 2022 |
|---|------|-----------------------|---------------------|---------------------|---------------------|
| | Note | £ | £ | £ | £ |
| FIXED ASSETS | | | | | |
| Tangible assets | 7 | 1,288 | - | 1,288 | 1,514 |
| CURRENT ASSETS | | | | | |
| Debtors | 8 | 1,322 | - | 1,322 | - |
| Cash at bank and in hand | | 77,385 | 2,140 | 79,525 | 74,192 |
| | | 78,707 | 2,140 | 80,847 | 74,192 |
| CREDITORS: Amounts falling due within one year | 9 | (3,295) | - | (3,295) | (2,759) |
| NET CURRENT ASSETS | | 75,412 | 2,140 | 77,552 | 71,433 |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | 76,700 | 2,140 | 78,840 | 72,947 |
| FUNDS | | | | | |
| Unrestricted income funds | 10 | 76,700 | - | 76,700 | 71,306 |
| Restricted income funds | 11 | - | 2,140 | 2,140 | 1,641 |
| TOTAL FUNDS | | 76,700 | 2,140 | 78,840 | 72,947 |

These financial statements were approved by the members of the committee and authorised for issue on the 19th April 2024 and are signed on their behalf by:

Jemma Newbold - Treasurer

The notes on pages 9 to 12 form part of these financial statements.

YOUTH CLUB PRE SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2023

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated and in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011.

Income

Income is recognised in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources and it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Fixed assets

All fixed assets are initially recorded at cost.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

| | | |
|---------------------|---|---------------|
| Equipment | - | over 4 years |
| Fixtures & Fittings | - | over 10 years |

2. VOLUNTARY INCOME

| | Unrestricted Funds | Restricted Funds | Total Funds 2023 | Total Funds 2022 |
|---------------|-----------------------|---------------------|---------------------|---------------------|
| | £ | £ | £ | £ |
| Income | | | | |
| Income | 178,606 | - | 178,606 | 151,855 |
| Uniform sales | 644 | - | 644 | 341 |
| Other income | 191 | 2,607 | 2,798 | 5,918 |
| | <u>179,441</u> | <u>2,607</u> | <u>182,048</u> | <u>158,114</u> |

3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

| | Unrestricted Funds | Restricted Funds | Total Funds 2023 | Total Funds 2022 |
|----------------------|-----------------------|---------------------|---------------------|---------------------|
| | £ | £ | £ | £ |
| Fundraising | 3,956 | - | 3,956 | 4,168 |
| Employment allowance | 6,584 | - | 6,584 | 6,529 |
| | <u>10,540</u> | <u>-</u> | <u>10,540</u> | <u>10,697</u> |

YOUTH CLUB PRE SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2023

4. GOVERNANCE COSTS

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2023 £ | Total Funds 2022 £ |
|------------------|----------------------------|--------------------------|--------------------------|--------------------------|
| Accountancy fees | 1,125 | - | 1,125 | 1,252 |
| Depreciation | 584 | - | 584 | 552 |
| | <u>1,709</u> | <u>-</u> | <u>1,709</u> | <u>1,804</u> |

5. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

| | 2023 £ | 2022 £ |
|-----------------------------|--------------|--------------|
| Staff pension contributions | 2,754 | 2,059 |
| Depreciation | 584 | 552 |
| | <u>2,754</u> | <u>2,059</u> |

6. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

| | 2023 £ | 2022 £ |
|-----------------------|----------------|----------------|
| Wages and salaries | 149,135 | 124,921 |
| Social security costs | 9,669 | 7,139 |
| Other pension costs | 2,754 | 2,059 |
| | <u>161,558</u> | <u>134,119</u> |

Particulars of employees:

The average number of employees during the year, was as follows:

| | 2023 No. | 2022 No. |
|----------------------------|-------------|-------------|
| Number of production staff | <u>10</u> | <u>10</u> |

No employee received remuneration of more than £60,000 during the year (2022 - Nil).

YOUTH CLUB PRE SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2023

7. TANGIBLE FIXED ASSETS

| | Equipment | Fixtures & Fittings | Total |
|--------------------------|--------------|---------------------|--------------|
| | £ | £ | £ |
| COST | | | |
| At 1 September 2022 | 1,588 | 3,347 | 4,935 |
| Additions | 358 | - | 358 |
| At 31 August 2023 | 1,946 | 3,347 | 5,293 |
| DEPRECIATION | | | |
| At 1 September 2022 | 1,421 | 2,000 | 3,421 |
| Charge for the year | 249 | 335 | 584 |
| At 31 August 2023 | 1,670 | 2,335 | 4,005 |
| NET BOOK VALUE | | | |
| At 31 August 2023 | 276 | 1,012 | 1,288 |
| At 31 August 2022 | 167 | 1,347 | 1,514 |

8. DEBTORS

| | 2023 | 2022 |
|---------------|--------------|----------|
| | £ | £ |
| Trade debtors | 360 | - |
| Other debtors | 962 | - |
| | 1,322 | - |

9. CREDITORS: Amounts falling due within one year

| | 2023 | 2022 |
|---------------------------------|--------------|--------------|
| | £ | £ |
| Trade creditors | - | 109 |
| Other taxes and social security | 3,219 | 1,854 |
| Other creditors | - | 433 |
| Accruals and deferred income | 76 | 363 |
| | 3,295 | 2,759 |

10. UNRESTRICTED INCOME FUNDS

| | Balances at 1 st Sept 2022 | Incoming resources | Outgoing resources | Balance at 31 st Aug 2023 |
|---------------|--|-----------------------|-----------------------|---|
| | £ | £ | £ | £ |
| General Funds | 71,306 | 189,981 | (184,587) | 76,700 |

YOUTH CLUB PRE SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2023

11. RESTRICTED INCOME FUNDS

| | Balances at 1 st Sept 2022 | Incoming resources | Outgoing resources | Balance at 31 st Aug 2023 |
|-----------------|--|-----------------------|-----------------------|---|
| | £ | £ | £ | £ |
| Co-op Fund | 483 | - | (89) | 394 |
| DAF | 800 | - | - | 800 |
| Inclusion Grant | 358 | 2,607 | (2,019) | 946 |
| | <u>1,641</u> | <u>2,607</u> | <u>(2,108)</u> | <u>2,140</u> |

**YOUTH CLUB PRE SCHOOL
MANAGEMENT INFORMATION
YEAR ENDED 31 AUGUST 2023**

The following pages do not form part of the statutory financial statements which are the subject of the independent examiner's report on pages 5 to 6.

YOUTH CLUB PRE SCHOOL
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 AUGUST 2023

| | 2023 £ | 2022 £ |
|--|----------------|----------------|
| INCOMING RESOURCES | | |
| VOLUNTARY INCOME | | |
| Income | 178,650 | 151,855 |
| Uniform sales | 644 | 341 |
| Other income | 2,754 | 5,918 |
| | <u>182,048</u> | <u>158,114</u> |
| INCOMING RESOURCES FROM CHARITABLE ACTIVITIES | | |
| Fundraising | 3,956 | 4,168 |
| Employment allowance | 6,584 | 6,529 |
| | <u>10,540</u> | <u>10,697</u> |
| TOTAL INCOMING RESOURCES | <u>192,588</u> | <u>168,811</u> |
| RESOURCES EXPENDED | | |
| CHARITABLE ACTIVITIES | | |
| Cost of sales - Purchases | 3,985 | 4,484 |
| Staff costs - Wages & Salaries | 149,135 | 124,921 |
| Staff costs - Employer's NIC | 9,669 | 7,139 |
| Staff costs - Pension costs | 2,754 | 2,059 |
| Establishment - Rent | 13,003 | 12,175 |
| Establishment - Insurance | 1,201 | 288 |
| Office expenses - Other | 554 | 719 |
| Training courses | 653 | - |
| Laundry and cleaning | 844 | 693 |
| Other costs | 2,953 | 6,949 |
| Staff welfare | 235 | - |
| | <u>184,986</u> | <u>159,427</u> |
| GOVERNANCE COSTS | | |
| Accountancy fees | 1,125 | 1,252 |
| Depreciation | 584 | 552 |
| | <u>1,709</u> | <u>1,804</u> |
| TOTAL RESOURCES EXPENDED | <u>186,695</u> | <u>161,231</u> |

YOUTH CLUB PRE SCHOOL
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 AUGUST 2023

| | <u>2023</u> £ | <u>2022</u> £ |
|--|---------------------|---------------------|
| NET INCOMING RESOURCES FOR THE YEAR | <u>5,893</u> | <u>7,580</u> |

YOUTH CLUB PRE SCHOOL
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 AUGUST 2023

| | 2023 | 2022 |
|--|----------------|-------------|
| | £ | £ |
| CHARITABLE ACTIVITIES | | |
| Direct charitable expenses | | |
| <i>Unrestricted charitable activity</i> | | |
| Cost of sales - Purchases | 3,985 | 4,484 |
| Staff costs - Wages & Salaries | 147,435 | 124,921 |
| Staff costs - Employer's NIC | 9,669 | 7,139 |
| Staff costs - Pension costs | 2,754 | 2,059 |
| Establishment - Rent | 13,003 | 12,175 |
| Establishment - Insurance | 1,201 | 288 |
| Office expenses - Other | 554 | 719 |
| Training courses | 653 | - |
| Laundry and cleaning | 844 | 693 |
| Other costs | 2,545 | 2,574 |
| | 182,643 | 155,052 |
| <i>Restricted charitable activity</i> | | |
| Staff costs - Wages & Salaries | 1,700 | - |
| Other costs | 408 | 4,375 |
| | 184,751 | 159,427 |
| <i>Support costs</i> | | |
| Staff welfare | 235 | - |
| | 235 | - |
| | 184,986 | 159,427 |