

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 July 2024
for
Potton Pre-School**

George Hay Partnership LLP
Chartered Accountants
Brigham House
High Street
Biggleswade
Bedfordshire
SG18 0LD

**Contents of the Financial Statements
for the Year Ended 31 July 2024**

	Page
Report of the Trustees	1 to 3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Financial Statements	7 to 11
Detailed Statement of Financial Activities	12

**Report of the Trustees
for the Year Ended 31 July 2024**

The trustees present their report with the financial statements of the charity for the year ended 31 July 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

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 the activities set out below.

Significant activities

A pre-school, also providing before and after school care and holiday clubs for children up to school year six. The primary activities listed in the Constitution are:

- Offering appropriate play, education 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, ensuring 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 providing 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.

In carrying out the activities of the Preschool and in exercising our powers and duties as trustees of the Preschool we have had regard to the guidance issued by the Charity Commission on public benefit. During the accounting year the trustees have:

- Purchased Cutlery and Crockery for the Nest
- Replaced the carpet in the office, foyer and main room
- Purchased resources and a new tv and tv stand for the Nest
- Replaced small world resources
- Purchased reinforced steel lunch box trolley
- Purchased new bookcase
- Maintained and brought additional resources for our forest area in the garden
- Small table
- Deposit for the garden astro turf to be laid in April 2025
- Authors chair and toadstools for outside reading area

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The Pre-school has provided term-time sessions for 72 children under statutory school age during the accounting year 2023-2024.

Our before and after school club, The Nest, continued to be a valuable source of affordable childcare for local families and during the year, providing assistance to over 130 families.

The local community continue to be very supportive, and we were lucky to receive a financial donation from the Potton Consolidated Charity.

Our fundraising activities continue to be limited this year because of the cost-of-living crisis. We have, however, raised some monies through our membership of the easy fundraising website, and through some small fundraisers at Christmas and Easter.

**Report of the Trustees
for the Year Ended 31 July 2024**

FINANCIAL REVIEW

Financial position

The Pre-school has in place a deposit account which enables a salary reserve to cover the cost of 2 months wages in the unlikely event that the Pre-school has to close - this is a recommendation of the Early Years Alliance.

Our income comes from the following sources: Local Authority 2-, 3- and 4-year-old funding for pre-schoolers, Unfunded session fees for pre-schoolers, SEN Funding, The Nest breakfast and after school club fees.

Our fee increases in the previous accounting year, along with Local Authority funding and sound costs management by the pre-school management team, has meant we have been able to recoup some of the financial losses. NMW increased again this year, along with utilities which put pressure on us to increase ours again.

Our income covers the day-to-day running and staffing costs of the pre-school and Nest. Fundraising activities have been severely impacted by the cost of living crisis, families are being frugal during these difficult times but we have used other means such as fundraising shopping websites to raise monies during the year, and were grateful to receive a donation from Potton Consolidated Charities during the year.

All Pre-school funds are used to enrich the children's learning ensuring that we continue to offer the best Early Years' experience possible for all the children in our community and we work hard to maintain our Outstanding rating.

FUTURE PLANS

The Pre-School are having their garden astro-turf replaced next year and they hope to fundraise enough money to purchase some new outdoor resources.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Constitution (Pre-school Learning Alliance Model Pre-school Constitution 2011) dated 17.11.2014

Charity constitution

Unincorporated association

Recruitment and appointment of new trustees

Trustees are generally elected from the membership at the AGM, but may be co-opted onto the Committee in the period between AGMs.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1027170

Principal address

Everton Road
Potton
Sandy
Bedfordshire
SG19 2PB

Trustees

Ms H Salmon Chair
Ms C Dunne Trustee
Ms H Sauble Trustee (appointed 20.11.23)
Ms E Sewell Trustee (appointed 20.11.23)
Ms C Robinson Trustee (appointed 20.11.23)
Ms S Parker (appointed 25.11.24)

**Report of the Trustees
for the Year Ended 31 July 2024**

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

George Hay Partnership LLP
Chartered Accountants
Brigham House
High Street
Biggleswade
Bedfordshire
SG18 0LD

Approved by order of the board of trustees on and signed on its behalf by:

Hannah Salmon

.....
Trustee

**Independent Examiner's Report to the Trustees of
Potton Pre-School**

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

I report to the charity trustees on my examination of the accounts of Potton Pre-School (the Trust) for the year ended 31 July 2024.

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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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; or
3. the accounts do 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.

Caroline Hicks
The Association of Chartered Certified Accountants

George Hay Partnership LLP
Chartered Accountants
Brigham House
High Street
Biggleswade
Bedfordshire
SG18 0LD

Date:

**Statement of Financial Activities
for the Year Ended 31 July 2024**

	Notes	Unrestricted funds £	Restricted fund £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		1,323	-	1,323	1,000
Charitable activities					
Fee Payments & Vouchers		117,923	-	117,923	98,636
CBC Funding		166,208	-	166,208	131,816
Fundraising Income		575	-	575	891
Investment income	2	382	-	382	133
Total		<u>286,411</u>	<u>-</u>	<u>286,411</u>	<u>232,476</u>
EXPENDITURE ON					
Charitable activities					
Education Expenditure		19,819	-	19,819	15,268
Staff Costs		208,078	-	208,078	183,687
Support Costs		24,559	-	24,559	24,363
Total		<u>252,456</u>	<u>-</u>	<u>252,456</u>	<u>223,318</u>
NET INCOME		33,955	-	33,955	9,158
RECONCILIATION OF FUNDS					
Total funds brought forward		122,736	-	122,736	113,578
TOTAL FUNDS CARRIED FORWARD		<u><u>156,691</u></u>	<u><u>-</u></u>	<u><u>156,691</u></u>	<u><u>122,736</u></u>

**Balance Sheet
31 July 2024**

	Notes	Unrestricted funds £	Restricted fund £	2024 Total funds £	2023 Total funds £
CURRENT ASSETS					
Debtors	5	17,347	-	17,347	13,054
Cash at bank		141,564	-	141,564	110,528
		<u>158,911</u>	<u>-</u>	<u>158,911</u>	<u>123,582</u>
CREDITORS					
Amounts falling due within one year	6	(2,220)	-	(2,220)	(846)
		<u>156,691</u>	<u>-</u>	<u>156,691</u>	<u>122,736</u>
NET CURRENT ASSETS					
		<u>156,691</u>	<u>-</u>	<u>156,691</u>	<u>122,736</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>156,691</u>	<u>-</u>	<u>156,691</u>	<u>122,736</u>
NET ASSETS					
		<u>156,691</u>	<u>-</u>	<u>156,691</u>	<u>122,736</u>
FUNDS					
Unrestricted funds	7			<u>156,691</u>	<u>122,736</u>
TOTAL FUNDS					
				<u>156,691</u>	<u>122,736</u>

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

Hannah Salmon
.....
Trustee

**Notes to the Financial Statements
for the Year Ended 31 July 2024**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. INVESTMENT INCOME

	2024	2023
	£	£
Deposit account interest	382	133
	<u> </u>	<u> </u>

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2024**

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 July 2024 nor for the year ended 31 July 2023.

Trustees' expenses

There were £40 of trustees' expenses paid for the year ended 31 July 2024, compared to £0 for the year ended 31 July 2023.

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	1,000	-	1,000
Charitable activities			
Fee Payments & Vouchers	98,636	-	98,636
CBC Funding	131,816	-	131,816
Fundraising Income	891	-	891
Investment income	133	-	133
Total	<u>232,476</u>	<u>-</u>	<u>232,476</u>
EXPENDITURE ON			
Charitable activities			
Education Expenditure	15,268	-	15,268
Staff Costs	183,687	-	183,687
Support Costs	24,363	-	24,363
Total	<u>223,318</u>	<u>-</u>	<u>223,318</u>
NET INCOME	9,158	-	9,158
RECONCILIATION OF FUNDS			
Total funds brought forward	113,578	-	113,578
TOTAL FUNDS CARRIED FORWARD	<u><u>122,736</u></u>	<u><u>-</u></u>	<u><u>122,736</u></u>

Notes to the Financial Statements - continued
for the Year Ended 31 July 2024

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2024	2023
	£	£
Trade debtors	17,347	13,054
	<u> </u>	<u> </u>

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2024	2023
	£	£
Other creditors	2,220	846
	<u> </u>	<u> </u>

7. MOVEMENT IN FUNDS		Net movement	At
	At 1.8.23	in funds	31.7.24
	£	£	£
Unrestricted funds			
General Fund	92,332	29,059	121,391
Reserve Fund	30,404	4,896	35,300
	<u> </u>	<u> </u>	<u> </u>
	122,736	33,955	156,691
TOTAL FUNDS	<u>122,736</u>	<u>33,955</u>	<u>156,691</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General Fund	281,515	(252,456)	29,059
Reserve Fund	4,896	-	4,896
	<u> </u>	<u> </u>	<u> </u>
	286,411	(252,456)	33,955
TOTAL FUNDS	<u>286,411</u>	<u>(252,456)</u>	<u>33,955</u>

Comparatives for movement in funds

		Net movement	At
	At 1.8.22	in funds	31.7.23
	£	£	£
Unrestricted funds			
General Fund	83,306	9,026	92,332
Reserve Fund	30,272	132	30,404
	<u> </u>	<u> </u>	<u> </u>
	113,578	9,158	122,736
TOTAL FUNDS	<u>113,578</u>	<u>9,158</u>	<u>122,736</u>

Notes to the Financial Statements - continued
for the Year Ended 31 July 2024

7. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General Fund	232,344	(223,318)	9,026
Reserve Fund	132	-	132
	<u>232,476</u>	<u>(223,318)</u>	<u>9,158</u>
TOTAL FUNDS	<u>232,476</u>	<u>(223,318)</u>	<u>9,158</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.8.22 £	Net movement in funds £	At 31.7.24 £
Unrestricted funds			
General Fund	83,306	38,085	121,391
Reserve Fund	30,272	5,028	35,300
	<u>113,578</u>	<u>43,113</u>	<u>156,691</u>
TOTAL FUNDS	<u>113,578</u>	<u>43,113</u>	<u>156,691</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General Fund	513,859	(475,774)	38,085
Reserve Fund	5,028	-	5,028
	<u>518,887</u>	<u>(475,774)</u>	<u>43,113</u>
TOTAL FUNDS	<u>518,887</u>	<u>(475,774)</u>	<u>43,113</u>

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2024**

8. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 July 2024.

**Detailed Statement of Financial Activities
for the Year Ended 31 July 2024**

	2024 £	2023 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	1,323	1,000
Investment income		
Deposit account interest	382	133
Charitable activities		
Fee Payments & Vouchers	117,923	98,636
Fundraising Activities	575	891
CBC Funding	166,208	131,816
	284,706	231,343
Total incoming resources	286,411	232,476
EXPENDITURE		
Charitable activities		
Consumables	3,447	5,061
Equipment/ Resources	12,508	5,526
Activities	-	580
Systems & Tech	3,806	4,139
Shopping/Food	3,864	4,100
	23,625	19,406
Support costs		
Management		
Wages	164,928	150,931
Social security	34,651	26,173
Pensions	8,330	5,910
Rates and water	10,768	8,612
Accountancy Fee	2,220	846
Goodwill Gift	169	674
Rent	6,999	6,078
Training	766	4,688
	228,831	203,912
Total resources expended	252,456	223,318
Net income	33,955	9,158