

GROOMBRIDGE PRE-SCHOOL
REGISTERED CHARITY No 1027624

INDEPENDENT EXAMINER'S REPORT

FOR THE YEAR ENDED
31ST AUGUST 2023



**To the Trustees of GROOMBRIDGE PRE-SCHOOL
Registered Charity No 1027624**

We report on the Financial Statements of the Charity for the year ended 31st August 2023 as Independent Examiners under section 145(1)(a) of the Charities Act 2011 (the 2011 Act).

Respective responsibilities of Trustees and Examiner.

The Trustees are responsible for maintaining accounting records under section 130 of the 2011 Act to enable the preparation of the Financial Statements. The Trustees consider that an audit is not required for the year (under section 145(1)) of the 2011 Act) but an independent examination is needed.

It is our responsibility to:

- examine the financial statements under section 130 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 any particular concerns have come to our attention.

Basis of Independent Examiner's Report

Our examination was carried out in accordance with the general Directions given by the Charity Commission. The examination included a review of the accounting records kept by the Charity and a comparison of the Financial Statements presented with those records. It also included consideration of any unusual items or disclosures in the Financial Statements, and, if applicable, seeking explanations from the Trustees concerning any such matters. The procedures undertaken did not provide all the evidence that would be required in an audit, and, consequently, no opinion is given as to whether the Financial Statements 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 our examination no matter has come to our attention which

(1) gives us reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the 2011 Act and to prepare Financial Statements which accord with the accounting records and comply with the accounting requirements of the 2011 Act has not been met or

(2) to which, in our opinion, attention should be drawn under section 156 of the 2011 Act in order to enable a proper understanding of the Financial Statements to be reached.

R Hollands & Company LLP
Accountants
Pantiles Chambers
85 High Street
Royal Tunbridge Wells
Kent TN1 1XP



20th May 2024

GROOMBRIDGE PRE-SCHOOL
Registered Charity No. 1027624

FINANCIAL STATEMENTS @ 31ST AUGUST 2023

PAGE

| | |
|-------|-----------------------------------|
| 1 | Index |
| 2 | Committee and Advisors |
| 3 - 5 | Committee's Annual Report |
| 6 - 7 | Independent Examiner's Report |
| 8 | Income and Expenditure Account |
| 9 | Balance Sheet |
| 10 | Notes to the Financial Statements |

GROOMBRIDGE PRE-SCHOOL
Registered Charity No. 1027624

| | | | |
|-------------------|-----------------|---|----------------------------|
| COMMITTEE: | Yasmine Lewins | - | Chair |
| | Kate Von Schwan | - | Secretary |
| | Alex Galvin | - | Treasurer |
| | Elected members | - | Two member representatives |

CHARITY ADDRESS: King Edward VII Institute
Groombridge Village Hall
Groombridge
Tunbridge Wells
Kent
TN3 9QX

BANKERS: Barclays Bank
8 Calverley Road
Tunbridge Wells
Kent
TN1 2TB

Additional Investments with Scottish Widows

COMMITTEE'S ANNUAL REPORT

Presenting the Report and Accounts for the year ended 31st August 2023.

COMMITTEE / TRUSTEES

The committee, made up of Chair, Secretary and Treasurer and two additional elected members, have held office during the year. Members are elected at the Annual General Meeting and are required to hold office for one year. The Charity Commission regards the officers and committee members as Trustees of the Charity during their term in office.

STRUCTURE, GOVERNANCE AND MANAGEMENT

We are governed by the Pre-School Learning Alliance Model Pre-School Constitution 2011.

OBJECTIVES AND ACTIVITIES

Our aim 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.

We offer appropriate play, education and care facilities, family learning and extended hours groups and ensure that these opportunities are offered to all children regardless of race, culture, religion, means or ability.

We actively study the needs of the children and their families and promote public interest and recognition of such needs in the local area.

ACHIEVEMENTS

- Changes to the fees structure of the preschool across the year have put the charity in a much more financially secure position.
- Hosted a large scale public Christmas fundraiser for the first time in 3 years, raising over £2000.
- Fundraising events and grants throughout the year raised a total of £4,304.00
- Implemented new staff sick pay policies, improving staff morale and retention.
- High pupil numbers throughout the year, occasionally operating with a waiting list.
- Following the resignation of our administrator, we have amalgamated her duties into the responsibilities of the staff in-setting to successfully help streamline processes.
- Working with local educational settings to offer work experience placements to young adults.

FINANCIAL REVIEW

- The results of the financial year are shown on Pages 6 & 7.
- No investments are held other than the bank deposit monies.
- The cost of equipment owned by the Pre-School has been written off on purchase and the value of the equipment has not been determined.
- The Trustees continue to build the reserves in order to ensure the secure future and development of the Pre-School.
- Government funding does not cover the running costs of the Pre-School. Measures have been put in place, as stated under "Achievements" to ensure any deficit is covered.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Charity law requires the Trustees to prepare Financial Statements for each financial year which give a true and fair view of the Charity's financial activities throughout the year and of its financial position at the year end. In preparing these Financial Statements we as Trustees have:

- Selected suitable accounting policies and procedures and applied them consistently
- Made judgements and estimates that are reasonable and prudent
- State that the policies are in accordance with applicable accounting standards
- Prepared the Financial Statement on a going concern basis.

We as Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy, the financial position of the Charity at any one given time and make sure that the Financial Statements comply with the Charities Act

We are also responsible for safeguarding the Charity's assets and take reasonable steps to ensure the prevention and detection of fraud and other irregularities.

DECLARATION

The Trustees declare that they have approved the trustee's report above.

Signed on behalf of the charity's trustees:

Signature: *Y Lewins*

Full name: Yasmine Lewins

Position: Chair

Date: 17.6.24

Signature: *A Galvin*

Full name: Alex Galvin

Position: Treasurer

Date: 17.06.24

GROOMBRIDGE PRE SCHOOL

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED: 31ST AUGUST 2023

| | 2023 | | 2022 | | 2021 | |
|---|--------------------|----------------|--------------------|----------------|--------------------|----------------|
| | Unrestricted Funds | | Unrestricted Funds | | Unrestricted Funds | |
| INCOME RESOURCES | | | | | | |
| Fees Received | 37,316 | | 42,429 | | 32,994 | |
| Early Years Funds, Incl SEND (ESCC) | 54,024 | | 49,490 | | 47,817 | |
| Interest & Cashback | 247 | | 63 | | 34 | |
| Grants & Donations | 23 | | 2,806 | | 707 | |
| Resources Fees | 1,890 | | - | | - | |
| Gift Aid | 519 | 94,018 | 653 | 95,441 | 1,066 | 82,618 |
| FUNDRAISING | | | | | | |
| Voluntary donations and Registrations | 3,056 | | 3,069 | | 2,768 | |
| Lunches | 9,631 | | 13,713 | | 14,752 | |
| Children's Activities (in school) - Note 1 | 3,482 | | 4,882 | | 2,744 | |
| Fundraising Events & Parties - Note 2 | 1,275 | | 1,144 | | 383 | |
| Fundraising activities & sales - Note 3 | 351 | | 491 | | 599 | |
| Fairs & Raffles | 2,655 | | 1,867 | | 977 | |
| Trip | 225 | | 362 | | | |
| Other | 384 | 21,059 | 178 | 25,503 | 222 | 22,444 |
| TOTAL INCOME TO 31ST AUGUST | | <u>115,077</u> | | <u>120,944</u> | | <u>105,062</u> |
| RESOURCES EXPENDED | | | | | | |
| Wages | 93,228 | | 86,487 | | 77,904 | |
| Hall hire | 12,601 | | 12,142 | | 13,020 | |
| Training & Safe Guarding | 295 | | 584 | | 1,122 | |
| Equipment and Equipment Maintenance | - | | - | | 60 | |
| Telephone | 233 | | 230 | | 211 | |
| Administration | 4,485 | | 4,867 | | 5,339 | |
| Resources, activity materials & snacks | 2,761 | | 4,162 | | 2,740 | |
| Children's Activities (in school) - Note 1 | 1,770 | | 3,944 | | 3,145 | |
| Fundraising Events & Parties - Note 2 | 284 | | 403 | | 63 | |
| Fundraising activities & sales - Note 3 | 190 | | - | | 293 | |
| Fairs & Raffles | 337 | | 302 | | 57 | |
| Trip | 189 | | 508 | | | |
| Leavers/gifts/end of term parties | 394 | | 184 | | 338 | |
| New Equipment | - | | 400 | | 160 | |
| Other | | | | | 204 | |
| TOTAL EXPENDITURE TO 31ST AUGUST | | <u>116,767</u> | | <u>114,213</u> | | <u>104,656</u> |
| PROFIT/LOSS | | <u>- 1,690</u> | | <u>6,731</u> | | <u>406</u> |
| General fund brought forward | | 63,068 | | 58,337 | | 55,931 |
| Early Years Grant Received in advance for next financial year | | - | | - | | - |
| General fund carried forward 31st August | | <u>61,378</u> | | <u>63,068</u> | | <u>56,337</u> |

NOTES: These variously include:

- 1) Music, Sport, Drama, Boogie Tots, Cooking
- 2) BBQ, Disco, Christmas & Easter parties, Quiz, Race Night, Glastonbridge, Barn Dance, Leavers party
- 3) Uniform/Bag sales, Easter fun day, Community, Nativity, Hire

GROOMBRIDGE PRE SCHOOL

BALANCE SHEET AS AT 31ST AUGUST 2023

| | 2023 | 2022 | 2021 |
|------------------------------|----------------|----------------|----------------|
| CURRENT ASSETS | | | |
| Scottish Widows CAF deposits | £24,000 | £24,000 | £24,000 |
| Barclays bank | £37,144 | £39,781 | £33,954 |
| Debtors | £1,463 | £1,562 | £147 |
| Petty cash | £195 | £195 | £241 |
| Fair FX pre-paid card | £361 | £6 | |
| | <u>£63,162</u> | <u>£65,544</u> | <u>£58,342</u> |
| CURRENT LIABILITIES | | | |
| Short Term Creditors | £1,784 | £2,476 | £2,005 |
| | <u>£1,784</u> | <u>£2,476</u> | <u>£2,005</u> |
| NET ASSETS | <u>£61,378</u> | <u>£63,068</u> | <u>£56,337</u> |
| UNRESTRICTED INCOME | | | |
| General fund | <u>£61,378</u> | <u>£63,068</u> | <u>£56,337</u> |

Notes:**Short Term Creditors**

| | |
|---------------------|----------------|
| Creditors of | 262.65 |
| Wages of | 0.00 |
| PAYE due of | 880.95 |
| Pension creditor of | 629.58 |
| Sundry creditor of | 10.76 |
| | <u>1783.94</u> |

GROOMBRIDGE PRE SCHOOL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED: 31ST AUGUST 2023

1. Accounting Policies

Basis of Accounting

The accounts have been prepared on the receipts and payments basis and are in accordance with 42(3) of the Charities Act 1993.

NEG/Early Year Grants for the Preschool years commencing each September have been included in the relevant years.

2. Remuneration

No remuneration was paid to the Trustees during the year.