

Phoenix Pre-School Under Fives

(Charity number: 1028258)

Trustees annual report & financial statements for the year ended

31st August 2020

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Charity accounts preparation &
independent examination service

Phoenix Pre-School Under Fives

(Charity number: 1028258)

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Trustees' Annual Report

From: 01/09/19

To: 30/08/20

Charity's full name Phoenix Pre-school/Under 5's

Registered Charity number 1028258

Objectives and activities

Summary of the purposes of the charity set out in its governing document

Primary aim of the charity is to give children an opportunity to develop intellectual and social skills through play and to follow the EYFS. Children benefit as we are a charity and work closely with parents involving them in their child's learning and the running of the preschool.

Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts

The preschool helps to develop children in their care through play using Early Years Foundation Stage Curriculum to give structure and guidance to this practice in a caring environment.

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.

Achievements and performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.

Phoenix Pre-school has continued to provide a safe and friendly environment for local pre-school children to play, learn and develop. The setting has filled almost to capacity throughout the year which indicates a successful pre-school with happy children and families. Most of the parent committee members decided to stay on for another year including the chair. This provided continuity and support to the staff and children. Several small fundraising events were held including a sponsored Teddython and stalls at the school fair.

Financial review

Review of the charity's financial position at the end of the period

The charity ended this financial period in a very healthy position. A surplus of £22,475 has increased our reserves considerably. This is in allowance of holding one months running costs for cashflow and monies been held by the committee for any future agreed improvements to the playroom.

Statement explaining the policy for holding reserves stating why they are held

Reserves are calculated by working out a terms costings including staff wages, rent and other outgoings as this is the amount of notice that will be needed for families and landlord. We also hold one months cost for cash flow. This is reviewed on an annual basis.

Amount of reserves held

£75,558.00

Reasons for holding zero reserves

N/A

Funds materially in deficit

None

Explanation of any uncertainties about the charity continuing as a going concern

None

Structure, governance and management**Description of the charity's trusts****Type of governing document** Constitution**How the charity is constituted** Association**Trustee selection methods including** Elected at the AGM**Reference and administration details****Charity's full name** Phoenix Pre-school/Under 5's**Other names the charity is known by** Phoenix Under 5's**Charity's principal address** Park Grove Primary School
Dudley Street
York

Postcode YO31 8LG

Names of the trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Adriana Castelli	Chair		
Caroline Billington	Treasurer	28th February 2021	
Karen Boardman	Secretary	28th February 2021	

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year
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Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Names and addresses of advisers (OPTIONAL)

Type of adviser	Name	Address
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Independent Examiner	Karen Wood ACMA	Outsource Accounting Services & independent examinations The Hiscox Building Peaseholme Green, York YO1 7PR
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Bankers	HSBC	Parliament Street York YO1 8XS
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Name of chief executive or names of senior staff members

Jasmin Walker, Claire Witter

Declaration

The trustees declare that they have approved the Trustees Annual Report and Accounts

Signed on behalf of the charity's trustees

Signature **Karen Boardman**
 Full Name
 Position Secretary
 Date 25/05/2021

Independent examiner's report to the trustees of Phoenix Pre-School Under Fives

I report on the accounts of: **Phoenix Pre-School Under Fives**
for the year ended: **31st August 2020** which are set out on pages 5 to 7.

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 Charity'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.



25/05/2021

Karen Wood (ACMA)

Date:

Outsource independent examination
service
The Hiscox Building
Peaseholme Green
York YO1 7PR

Phoenix Pre-School Under Fives
(Charity number: 1028258)

Receipts & payments accounts for the year ending:		31st August 2020		
	Unrestricted funds	Restricted funds	2020 Total funds	2019 Total funds
	£	£	£	£
Receipts				
Fee income & starter fees	15,080	-	15,080	12,091
NEG funding	93,045	-	93,045	78,196
Donations & fundraising	256	-	256	628
Milk refunds & other income	435	-	435	71
Total receipts	<u>108,816</u>	<u>-</u>	<u>108,816</u>	<u>90,986</u>
Payments				
Staff salaries	74,945	-	74,945	70,390
Staff training & other costs	45	-	45	424
Play materials & equipment	1,821	-	1,821	1,597
Activities & outings	609	-	609	788
Consumables & refreshments	774	-	774	1,247
Advertising & publicity	174	-	174	-
Rent & utilities	3,702	-	3,702	5,000
Insurance costs	879	-	879	874
Affiliations & subscriptions	765	-	765	375
Office costs & equipment	1,080	-	1,080	1,422
Cleaning, repairs & renewals	636	-	636	901
IE fee	360	-	360	720
Payroll charges	423	-	423	760
Fundraising costs	-	-	-	304
Trustees' expenses	128	-	128	649
Total payments	<u>86,341</u>	<u>-</u>	<u>86,341</u>	<u>85,451</u>
Net of receipts/(payments)	22,475	-	22,475	5,535
Transfers between funds	-	-	-	-
Balance brought forward	53,083	-	53,083	47,548
Balance carried forward	<u>75,558</u>	<u>-</u>	<u>75,558</u>	<u>53,083</u>

Phoenix Pre-School Under Fives
(Charity number: 1028258)

Statement of assets and liabilities at:		31st August 2020			
	Unrestricted funds	Restricted funds	2020 Total funds	2019 Total funds	
	£	£	£	£	
Assets					
Cash at bank and in hand					
Current bank account	75,558	-	75,558	53,083	
Petty cash	-	-	-	-	
	<u>75,558</u>	<u>-</u>	<u>75,558</u>	<u>53,083</u>	
	Unrestricted Funds	Restricted Funds	2020 Total Funds	2019 Total Funds	
	£	£	£	£	
Liabilities					
Independent examination fee	360	-	360	360	
	<u>360</u>	<u>-</u>	<u>360</u>	<u>360</u>	

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Notes to the accounts for the year ended:	31st August 2020
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The trustees have taken advantage of section 144 (2) of the Charities Act 2011 and prepared the accounts on a receipts and payments basis.

Approval of accounts for the year ended:	31st August 2020
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The report and accounts were approved at a meeting of the trustees held on:

25/5/2021

Date

Signed for and on behalf of the trustees:

Karen Boardman

Name

Secretary

Position (e.g. Chair etc)

25/05/2021

Date