

**SANDCASTLES PRE-SCHOOL**  
**YEAR ENDED 31 AUGUST 2021**

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**SANDCASTLES PRE-SCHOOL  
TRUSTEES ANNUAL REPORT  
YEAR ENDED 31 AUGUST 2021**

**Reference and administration details**

**Charity registration number** 1029267

**Principal address** Sandcastles Pre School  
Barrington Street  
Tiverton  
Devon

**Committee**

Lisa Slocombe  
Norma Webber  
Sharon Broadhead  
Linda Jenkins (Chair)  
Karen Embley

**Custodian Trustees** Melissa Lockyer  
Angie Fisher

**Structure, governance and management**

The governing document of the charity is a constitution modelled on the pre-school constitution produced by the Pre School Learning Alliance.

The original constitution was adopted in March 1992 and was most recently updated in 2008.

The members of the Committee, who are trustees for the purposes of The Charities Acts, are elected every year at the Annual General Meeting.

The leasehold property of the charity is vested in Custodian Trustees who are appointed by the Committee.

**Objectives and activities**

The aim of the Charity is to enhance the development and education of children primarily under school age by encouraging parents to understand and provide for the needs of their children through community groups. In planning its activities the charity has considered the Charity Commission's guidance on public benefit.

**Financial review and reserves policy**

The activities during the year were still very much affected by the need to manage operations overshadowed by the pandemic. Funding difficulties caused a deficit for the year despite some residual Covid support. The financial circumstances have improved in the following year.

The Charity expects to maintain a general reserve equivalent to at least two months running costs, together with sufficient funds to cover redundancy costs in the event of cessation.

The Restricted Fund, which includes lottery funding, is a fund set up to collect for expenditure on play equipment and other resources.

**This report was approved on 13 July 2022**

Linda Jenkins (Chair)

**SANDCASTLES PRE-SCHOOL  
YEAR ENDED 31<sup>st</sup> AUGUST 2021**

**INDEPENDENT EXAMINER'S REPORT TO THE COMMITTEE**

This report on the accounts of Sandcastles Pre-School for the year ended 31<sup>st</sup> August 2021, which are set out on pages 3 to 6, is in respect of an examination carried out under section 145 of the Charities Act 2011.

**Responsibilities and basis of the report**

As the charity's trustees 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 accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act

**Independent Examiner's Statement**

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

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

- The accounting records were not kept in accordance with section 130 of the 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.

**S Legassick FCCA**

21 Angel Hill  
Tiverton  
Devon  
EX16 6PE

**13 July 2022**

**SANDCASTLES PRE-SCHOOL  
STATEMENT OF FINANCIAL ACTIVITIES  
YEAR ENDED 31 AUGUST 2021**

	Notes	Unrestricted General fund £	Restricted fund £	Total 2021 £	Total 2020 £
<b>Incoming resources</b>					
<b>Incoming resources from generated funds:</b>					
Voluntary income: Fund raising activities			1,338	1,338	780
Grants, including Covid support	2	9,984		9,984	60,021
Investment income		27		27	115
<b>Incoming resources from charitable activities:</b>					
Fees and vouchers		359,696		359,696	285,631
One to One funding		3,170		3,170	2,987
Other income		149		149	526
		<u>373,026</u>	<u>1,338</u>	<u>374,364</u>	<u>350,060</u>
<b>Resources expended</b>					
<b>Charitable activities</b>					
Staff costs	3	344,739		344,739	297,180
Property costs		10,951		10,951	10,099
Office costs		8,125		8,125	7,047
Equipment costs		6,574		6,574	5,307
Other support costs		25,128		25,128	17,361
		<u>395,517</u>	<u>0</u>	<u>395,517</u>	<u>336,994</u>
<b>Governance costs</b>	4	<u>1,800</u>		<u>1,800</u>	<u>2,160</u>
<b>Total resources expended</b>		<u>397,317</u>	<u>0</u>	<u>397,317</u>	<u>354,830</u>
<b>Net surplus for the year before transfers</b>		-24,291	1,338	-22,953	10,906
<b>Transfers between funds</b>		843	-843	0	0
<b>Net movement in funds</b>		-23,448	495	-22,953	10,906
<b>Fund balances brought forward</b>		81,828	978	82,806	71,900
<b>Fund balances carried forward</b>		<u>58,380</u>	<u>1,473</u>	<u>59,853</u>	<u>82,806</u>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

**SANDCASTLES PRE-SCHOOL  
BALANCE SHEET  
31 AUGUST 2021**

	Notes	2021		2020	
		£	£	£	£
<b>Current assets</b>					
Cash at bank and in hand		61,396		89,319	
Wages paid in advance		5,614		0	
		<u>          </u>	67,010	<u>          </u>	89,319
<b>Creditors: Amounts falling due within one year</b>					
	4		<u>7,427</u>		<u>6,513</u>
<b>Net current assets</b>					
			<u>59,583</u>		<u>82,806</u>
<b>Net assets</b>					
			<u><u>59,583</u></u>		<u><u>82,806</u></u>
 <b>Funds</b>					
Unrestricted income fund:					
General fund	5		58,380		81,828
Restricted income fund:					
Committee account			1,473		978
			<u>59,853</u>		<u>82,806</u>

**Approved on behalf of the Committee on 13 July 2022**

Linda Jenkins

**SANDCASTLES PRE-SCHOOL  
YEAR ENDED 31 AUGUST 2021  
NOTES TO THE ACCOUNTS**

1. **Accounting Policies**

**Basis of Accounting**

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Sandcastles Pre-School meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated.

**Income**

Income is included in the statement of financial activities when the company is entitled to the income and the amount can be quantified with reasonable accuracy. The following policies are applied to particular categories of income:

- Grants and donations are included when the conditions for receipt are met.
- Investment income is included when receivable.

**Expenditure**

Expenditure is recognised on an accrual basis when a liability is incurred.

Governance costs include those costs associated with meeting the constitutional and statutory obligations of the charity.

2. **Grants**

Grants of £9,984 for Covid support were received from local and central government

3. **Staff costs and numbers**

	<u>2021</u>	<u>2020</u>
	£	£
Gross salaries and wages	325,169	280,793
Employers' national insurance costs	13,812	11,681
Employers' pension costs	5,758	4,706
Total	<u>344,739</u>	<u>297,180</u>

The average number of full time equivalent employees during the year was:

	<u>2021</u>	<u>2020</u>
Charitable activities	<u>20</u>	<u>18</u>

**SANDCASTLES PRE-SCHOOL  
YEAR ENDED 31 AUGUST 2021  
NOTES TO THE ACCOUNTS**

**4. Governance**

Governance costs of £1,800 (2020: £2,160) represent fees, including VAT, paid to the independent examiner for accountancy services and examination of the accounts.

**5. Trustee remuneration and expenses**

No trustee received any remuneration or reimbursement of expenses during the year.

**6. Creditors**

	<u>2021</u>	<u>2020</u>
	£	£
Accruals	<u>7,427</u>	<u>6,513</u>
	<u>7,427</u>	<u>6,513</u>

**7. Movements in funds**

	<u>At 01/09/2020</u>	<u>Incoming resources</u>	<u>Outgoing resources</u>	<u>At 31/08/2021</u>
	£	£	£	£
Restricted funds	978	1,338	843	1,473
Unrestricted fund	81,828	373,869	397,317	58,380
	<u>82,806</u>	<u>375,207</u>	<u>398,160</u>	<u>59,853</u>

**SANDCASTLES PRE-SCHOOL  
INCOME AND EXPENDITURE ACCOUNT  
YEAR ENDED 31 AUGUST 2021**

	<u>General Fund</u> £	<u>Restricted Funds</u> £	<u>2021</u> £	<u>2020</u> £
<b>Receipts</b>				
Fees: Parents	120,371		120,371	103,716
Vouchers	239,325		239,325	181,915
One to One funding	3,170		3,170	2,987
Fund raising		1,338	1,338	780
Donations and grants	9,984		9,984	60,021
Other income	149		149	526
Interest	27		27	115
	<u>373,026</u>	<u>1,338</u>	<u>374,364</u>	<u>350,060</u>
<b>Payments</b>				
Wages	344,739		344,739	297,180
Rent, water and waste collection	3,224		3,224	5,224
Heat and light	2,607		2,607	2,327
Property repairs and maintenance	400		400	0
Cleaning	4,720		4,720	2,548
Postage stationery and office expenses	5,612		5,612	5,208
Telephone	2,513		2,513	1,839
Equipment repairs and renewals	6,574		6,574	5,307
Children's resources	15,154		15,154	9,015
Food and refreshments	5,027		5,027	3,829
Fund raising expenses	0		0	0
Insurance and Subscriptions	3,130		3,130	3,078
T shirts	500		500	0
Other expenses	1,317		1,317	1,439
Accountancy	1,800		1,800	2,160
Legal	0		0	0
	<u>397,317</u>	<u>0</u>	<u>397,317</u>	<u>339,154</u>
<b>Surplus/deficit for the year</b>	-24,291	1,338	-22,953	10,906
Transfers between funds	843	-843		
Funds brought forward	<u>81,828</u>	<u>978</u>	<u>82,806</u>	<u>71,900</u>
Funds carried forward	<u>58,380</u>	<u>1,473</u>	<u>59,853</u>	<u>82,806</u>