

**LONG CRENDON PRE-SCHOOL AND OUT OF SCHOOL CLUB
ANNUAL REPORT AND FINANCIAL STATEMENT
FOR YEAR ENDED 31st July 2024**

Long Crendon Pre School and Out of School Club (Charity Number 1031403)

Ofsted registered - 509746

Long Crendon School

Chilton Road,

Long Crendon

Bucks

HP18 9BZ

The Trustees of Long Crendon Pre school and Out of School Club present their annual report and examined accounts for the year ended 31 July 2024.

Our Aims

Long Crendon Pre-School and Out of School Club is a non-profit making community charity run by the Parents' Committee. It was formed in 1968 and belongs to the families that use it.

The Pre-School provides a stimulating, active and responsive atmosphere, with a supportive and encouraging adult/child ratio of 1-4 for 2-3 year olds and 1-8 for over 3's. The Out of School Club provides wraparound care for children aged 3-11 years old.

The preschool is a charity which seeks to benefit the public through the pursuit of its stated aims.

Activities and Objectives in the year

Please refer to the attached Manager's report and Chairman's report

Management Structure

Committee Members are vitally important to the Pre-School to support the management of the setting. The Committee have meetings each half term to discuss some of the following:

- Fundraising events
- Assessment and Decisions about policies & working procedures
- Recruitment & appraisal of staff
- Finances
- Pre-School development plans
- Purchase of new equipment
- Support with issues raised by parents

The committee members are largely recruited from the parents of children attending the pre-school. A minimum of 60% of the committee members must be "Family Members". Members are normally recruited at the AGM but there are procedures in place to join the committee at other times if required.

The pre-school's day to day running is supported by the Manager and Office Manager.

Trustees

Current Chair –

Lisa Campagnola (Appointed 21.09.22 as treasurer, subsequently appointed as Chair 26.02.24)

Current Treasurer-

Leah Sharpe – (Appointed 21.09.22 as Trustee, appointed as Treasurer 26.02.24)

Current Secretary –

Gemma Moore (Appointed 17.09.24)

Current Trustees –

Louise Mahon (Appointed 17.09.24)

Arron Rumsey (Appointed 17.09.24)

Lauren Rumsey (Appointed 17.09.24)

Previous Trustees -

Clare Holland (Appointed 18.09.23 – Resigned 17.09.24)

Tracey Holbrook - (Appointed 18.09.23 – Resigned 17.09.24)

Eleanor Beckett - (Appointed Treasurer 18.09.23 – Resigned 17.09.24)

Emma Willingham - (Appointed 18.09.23 – Resigned 17.09.24)

Samantha Wong - (Appointed 18.09.23 – Resigned 17.09.24)

Sue Pumffrey – (Appointed Chair 21.09.22 – Resigned 02.02.24)

Katie Whitlock – (Appointed Secretary 21.09.22 – Resigned 18.09.23)

Charlotte Johnson – (Appointed Treasurer 21.09.22 – Resigned 18.09.23)

Isabelle Waight – (Appointed 21.09.22 – Resigned 18.09.23)

Rosalind Finney – (Appointed 21.09.22 – Resigned 18.09.23)

All trustees give of their time freely and no trustee receives remuneration.

Financial Review

Please see attached treasurers report.

The preschool has no long-term creditors, and no funds are held as a custodian trustee.

Chairperson's report

Introduction

I'd like to welcome everyone here this evening and in addition, a warm welcome to all the new children and parents who joined us at the start of term. Overall, our last academic year has been a really good year with the great support of our existing committee members. We have had a few changes along the way as well as some really excellent fundraising results which I will share with you but before I do so I'd like to take this opportunity to say a huge thank you to all the preschool and Out of School club staff as well as to my fellow committee members who have helped to make it a successful year.

The Committee

Now over to you - thank you for coming along to the AGM. It is important to start by emphasising that the role of the Committee is essential to the existence of the Preschool. The Preschool would not be able to continue without it. Before I joined the committee in September 2022, I was unaware that the Preschool and Out of School club was a charity and ran independently from the school. I had no idea that it was in fact the committee members along with the staff who were making the decisions, financial as well as day to day, to keep the preschool running.

Each year the Committee should consist of a minimum of 6 members and be headed by three main roles, the Chairperson, the Treasurer and a Secretary. Sue Pumfrey has been our chair for the past couple of years but due to personal reasons stepped down in February this year and I became chair. I have decided to remain on the committee for one more year for continuity and to support Emma and her team and will be standing for re-election at this meeting.

Leah has also kindly decided to remain on the committee and continue the hard task in the role of treasurer which she will be doing alongside her husband Callan if everyone is in agreeance. Unfortunately, though we are saying goodbye to our fantastic secretary Eli who is stepping down. I would like to thank Eli for all the work she has done as Secretary keeping us all organized and ensuring that all the records and communications needed are kept in order.

We do therefore need to find a new secretary and a minimum of 3 new members. The more members the better!

A bit more information about the preschool committee. We hold 6 meetings a year to discuss the running of and any issues raised at the setting. These meetings are generally chaired by the Chairperson (who has overall Management of the PS and is line manager to the Manager), minuted by the Secretary (who also ensures an agenda is set and distributed before the meeting), and contains a brief report from the Treasurer and Manager. Meetings are held in the evening, usually at a members house although the Churchill arms have in principle agreed on a space if we wish, allowing members who work the time to attend.

Important decisions need to be agreed by Committee's general consensus. Supporting the Staff is always welcome and sometimes required. The rest of the year is mostly about fundraising!

Fundraising for the preschool enables us to support and enhance the provision for the children. It is also working together to support a vital part of our community. Being part of the preschool committee is fun and an opportunity to make new friends, and needless to say, very rewarding.

Moving on, I would now like to provide an overview of the year and current position of the preschool;

A huge thank you as always, to Emma for managing and leading the team so brilliantly. Also, to Sadie, for her wonderful organisational skills with all the administration of Preschool and her support of Emma and the team.

OFSTED Inspection and Outcome – The last Ofsted inspection was carried in December 2022 and went very well. The outcome was GOOD and the report reads very well indeed. A true reflection of preschool and the team.

Safeguarding – Safeguarding continues to be of utmost importance to the Pre-School. Emma and Leah are the safeguarding officers for preschool and all staff are up to date with training. Emma ensures that knowledge is maintained through training in staff meetings. There are no outstanding causes for concern or Child Protection Plans. There are other staff members who hold the DSL role, but it would be great if an additional committee member would consider to be another safeguarding lead.

General Maintenance – All required annual servicing and checks of vital equipment, and the building have been completed and are continuedly monitored. Through Bucks council last year, we tasked a surveyor to attend preschool in order to determine a retaining wall in the play area. We now have a report confirming the area is safe for play. We also had some work carried out over the summer to ensure certain areas of the playground have been made safe and repairs have been carried out. These will continued to be monitored on a regular basis.

Parent/Preschool communication - General Communication with Parents and Staff remains very good through the use of newsletters, emails, Facebook page, Instagram and Parent Whatsapp group. Preschool also have a good relationship with the school and Emma and I had a good meeting with the new head Mr Owens who is always open to conversation.

Update of Preschool T&Cs

New policies and procedures for late collection of children and late payment of fees, were added to parent terms and conditions at the end of 2023 and we increased the preschool and Out of School club fees effective from this term in line with other preschools in the region.

IT Support – A new laptop and tablets were purchased to support the children with their IT and learning the year before last, so they are all up to date.

Staffing – We saw a couple of staff leave at the end of last year, one of whom is now on maternity leave but as it stands our staffing levels in ratio with the current children are correctly balanced. Recruiting staff still remains a challenge in the childcare sector but Sue Pummfrey and I will be working closely with Emma to ensure the current staff have all the support and

training they need to retain and engage them. Additional staff incentives have also been put in to place to demonstrate the committees commitment to recognise the team, e.g. a card and voucher for birthdays and a recognition at Christmas

Fundraising – Last year was a fantastic year with various fundraising activities happening over the year. This included the annual Halloween train, a summer disco, Christmas hot chocolate and treats sale and the brilliant Spring Fair which saw over £2.5k alone being raised. We also supported St Marys church at Christmas with their annual tree displayed decorated by the children at preschool.

Next year it would be great to create a goal to work towards – both financially and visibly so we can see how the fundraising is growing and where the preschool would like it to be spent.

The whole preschool team has been a delight to work with and on behalf of all the committee we are honoured to support such a happy and safe place for our children to be in. Thank you sincerely for all their hard work and commitment to providing all the children with the best care and education, they possibly can.

I would like to say a big thank you to my fellow committee members for this year. We have worked well as a team and had fun along the way. Your support of me and the preschool, has been very much appreciated. Sadly, we are saying goodbye to Eli, Clare, Emma, Tracey and Sam. Thank you for the time, knowledge and commitment you have given us.

I look forward to continuing to volunteer on the committee and supporting Preschool and ASC, this wonderful asset that we have for our village.

Treasurer's report

The financial targets of Pre-school should be to make a profit each year, allowing surplus funds to cover unexpected costs and the continual replacement and improvement of equipment. However, 2023/24 has seen cash balances fall by c.£8,000.

Income was down 3% to £256k, primarily because of lower LEA grants, partially offset by higher fees, fundraising, and bank interest.

Total expenses grew 7% in the year to £276k, driven by a 13% increase in wages and salaries (up £7k).

The Pre-school remains in sound financial health with cash balances of c.£161k, however, further years where expenses outstrip income could bring significant risks.

Fundraising

This was a brighter area of performance with £2,891 raised (up from £1,516 the prior year) with a increase of 91%. Huge well done to the committee for all the hard work to achieve the best fundraising performance on record.

Future Opportunities

Given the high-interest rate environment (relative to the recent history) the pre-school has identified an opportunity to earn higher interest on cash balances. This is being further investigated and could lead to additional revenue in the coming year.

Managers' report

This year has gone incredibly quickly and feels like only yesterday we were welcoming the school leavers year into Pre-School and now they have all successfully transitioned over to their new classroom and teacher. 19 left for school with 18 going into the classroom next door. This year was a particularly successful cohort, all meeting their main development targets that the teachers want before they start. We also had the privilege of having looked after a child within our care and they also had a very successful handover to their new setting which I've been told now that they have their happy ending.

Unfortunately, we had to say goodbye to Olivia who went to start a new life down by the coast, and Heather is currently on maternity leave for the next year after having her little boy. We have had a member of staff complete their level 3 and have 2 members of staff still on course to complete theirs before the end of this year.

We continue to work closely with Bucks who come into the setting and give advice when needed and come in to do mock OFSTED walks with me. We also keep up a good relationship with the school. They have a new headteacher and Lisa and I met formally with him but day to day I am often communicating daily/ weekly with the school's Early Years team and safeguarding lead. We also had a very successful scores on the doors for food hygiene – well done to Julie

Over the summer holidays Sadie and I had a huge clear out and a good declutter and were able to get parts of the garden fixed. The aim is to continue works in the garden and put the amazing fundraising efforts from the committee to use with adding to our very well-used garden.

Overall, we have had a great stable year, and I would like to give a huge thank you to the Pre-School team who work hard every day to give the children a fun experience at Pre-School and to the committee. We had a great year and couldn't have done it without you.

Independent examiner's report

I report to the Trustees on my examination of the accounts of Long Crendon Pre-School and Out of School Club (charity number 1031403) for the year ended 31 July 2023 which are set out on page 9 onwards.

Respective responsibilities of Trustees and examiner

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act'). The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ('the 2011 Act') nor under Part 16 of the 2006 Act, and that an independent examination is needed.

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, 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 Charities Act; and,
- to state whether particular matters have come to my attention.

This report, including my statement, has been prepared for and only for the Charity's Trustees as a body.

My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body for my examination work, for this report, or for the statements I have made.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the 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

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England & Wales, 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:

- accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or,
- the accounts do not accord with those records; or,
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or,
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

Dux Advisory Ltd

SHAUN BROWNSMITH FCA
FELLOW OF THE INSTITUTE OF CHARTERED ACCOUNTANTS IN ENGLAND AND WALES
DATED: 7 MAY 2025

Dux Advisory Limited
Kennel Club House
Gatehouse Way
Aylesbury
Buckinghamshire
HP19 8DB



CHARITY COMMISSION
FOR ENGLAND AND WALES

Long Crendon Pre-School and Out of School Club		Charity No (if any)	1031403
Annual accounts for the period			
Period start date	01/08/2023	To	Period end date 31/07/2024

Section A Statement of financial activities

Guidance Notes

Recommended categories by activity

Incoming resources (Note 3)

Income and endowments from:

Donations and legacies

Charitable activities

Other trading activities

Investments

Separate material item of income

Other

Total

Resources expended (Note 6)

Expenditure on:

Raising funds

Charitable activities

Separate material item of expense

Other

Total

Net income/(expenditure) before investment gains/(losses)

Net gains/(losses) on investments

Net income/(expenditure)

Extraordinary items

Transfers between funds

Other recognised gains/(losses):

Gains and losses on revaluation of fixed assets for the charity's own use

Other gains/(losses)

Net movement in funds

Reconciliation of funds:

Total funds brought forward

Total funds carried forward

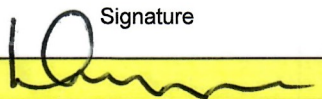
	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total funds £ F04	Prior year funds £ F05
S01	81,661	-	-	81,661	98,787
S02	168,693	-	-	168,693	161,857
S03	2,891	-	-	2,891	2,477
S04	1,625	-	-	1,625	682
S05	-	-	-	-	-
S06	1,366	-	-	1,366	811
S07	256,236	-	-	256,236	264,614
S08	1,001	-	-	1,001	223
S09	275,057	-	-	275,057	257,806
S10	-	-	-	-	-
S11	-	-	-	-	-
S12	276,058	-	-	276,058	258,029
S13	- 19,822	-	-	- 19,822	6,585
S14	-	-	-	-	-
S15	- 19,822	-	-	- 19,822	6,585
S16	-	-	-	-	-
S17	-	-	-	-	-
S18	-	-	-	-	-
S19	-	-	-	-	-
S20	- 19,822	-	-	- 19,822	6,585
S21	192,238	-	-	192,238	185,653
S22	172,416	-	-	172,416	192,238

Section B

Balance sheet

		Guidance Notes	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
Fixed assets							
Intangible assets	(Note 15)	B01	-	-	-	-	-
Tangible assets	(Note 14)	B02	18,100	-	-	18,100	23,161
Heritage assets	(Note 16)	B03	-	-	-	-	-
Investments	(Note 17)	B04	-	-	-	-	-
Total fixed assets		B05	18,100	-	-	18,100	23,161
Current assets							
Stocks	(Note 18)	B06	-	-	-	-	-
Debtors	(Note 19)	B07	888	-	-	888	2,525
Investments	(Note 17.4)	B08	-	-	-	-	-
Cash at bank and in hand	(Note 24)	B09	160,809	-	-	160,809	168,500
Total current assets		B10	161,697	-	-	161,697	171,025
Creditors: amounts falling due within one year							
	(Note 20)	B11	-	-	-	-	1,947
Net current assets/(liabilities)		B12	161,697	-	-	161,697	169,078
Total assets less current liabilities		B13	179,797	-	-	179,797	192,239
Creditors: amounts falling due after one year							
	(Note 20)	B14	7,381	-	-	7,381	-
Provisions for liabilities		B15	-	-	-	-	-
Total net assets or liabilities		B16	172,416	-	-	172,416	192,239
Funds of the Charity							
Endowment funds	(Note 27)	B17	-	-	-	-	-
Restricted income funds	(Note 27)	B18	-	-	-	-	-
Unrestricted funds		B19	172,416	-	-	172,416	192,239
Revaluation reserve		B20	-	-	-	-	-
Total funds		B21	172,416	-	-	172,416	192,239

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	L CAMPAGNONA	9/5/25

Note 1 Basis of preparation

This section should be completed by all charities.

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- and with* the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with* the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.*

Yes

*-Tick as appropriate

1.2 Going concern

If there are material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern, please provide the following details or state "Not applicable", if appropriate:

An explanation as to those factors that support the conclusion that the charity is a going concern;	Not applicable
Disclosure of any uncertainties that make the going concern assumption doubtful;	Not applicable
Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern.	Not applicable

1.3 Change of accounting policy

The accounts present a true and fair view and the accounting policies adopted are those outlined in note { }.

Yes* No* *-Tick as appropriate

Please disclose:

(i) the nature of the change in accounting policy;	Not applicable
(ii) the reasons why applying the new accounting policy provides more reliable and more relevant information; and	Not applicable
(iii) the amount of the adjustment for each line affected in the current period, each prior period presented and the aggregate amount of the adjustment relating to periods before those presented, 3.44 FRS 102 SORP.	Not applicable

1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period (3.46 FRS 102 SORP).

Yes* No* *-Tick as appropriate

Please disclose:

(i) the nature of any changes;	Not applicable
(ii) the effect of the change on income and expense or assets and liabilities for the current period; and	Not applicable
(iii) where practicable, the effect of the change in one or more future periods.	Not applicable

1.5 Material prior year errors

No material prior year error have been identified in the reporting period (3.47 FRS 102 SORP).

Yes* No* *-Tick as appropriate

Please disclose:

(i) the nature of the prior period error;	Not applicable
(ii) for each prior period presented in the accounts, the amount of the correction for each account line item affected; and	Not applicable
(iii) the amount of the correction at the beginning of the earliest prior period presented in the accounts.	Not applicable

Note 2 Accounting policies
2.2 INCOME

This standard list of accounting policies has been applied by the charity except for those ticked "No" or "N/a". Where a different or additional policy has been adopted then this is detailed in the box below.

Recognition of income	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> the charity becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability. 	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grants and donations	Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legacies	In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP). Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Government grants	The charity has received government grants in the reporting period	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tax reclaims on donations and gifts	Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contractual income and performance related grants	This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Donated goods	Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Donated services and facilities	Donated services and facilities are included in the SoFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SoFA.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Support costs	The charity has incurred expenditure on support costs.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Volunteer help	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Income from interest, royalties and dividends	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Income from membership subscriptions	Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Settlement of insurance claims Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other income in the SoFA.

Investment gains and losses This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Yes	No	N/a
✓		
Yes	No	N/a
✓		

2.3 EXPENDITURE AND LIABILITIES

Liability recognition Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Yes	No	N/a
✓		

Governance and support costs Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Yes	No	N/a
✓		

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Yes	No	N/a
✓		

Grants with performance conditions Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

Yes	No	N/a
✓		

Grants payable without performance conditions Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

Yes	No	N/a
✓		

Redundancy cost The charity made no redundancy payments during the reporting period.

Yes	No	N/a
✓		

Deferred income No material item of deferred income has been included in the accounts.

Yes	No	N/a
✓		

Creditors The charity has creditors which are measured at settlement amounts less any trade discounts

Yes	No	N/a
✓		

Provisions for liabilities A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

Yes	No	N/a
✓		

Basic financial instruments The charity accounts for basic financial instruments on initial recognition as per paragraph 11.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.

Yes	No	N/a
✓		

2.4 ASSETS

Tangible fixed assets for use by charity These are capitalised if they can be used for more than one year, and cost at least

£1,000

They are valued at cost.

Yes	No	N/a
		✓

Intangible fixed assets The depreciation rates and methods used are disclosed in note 9.2.

The charity has intangible fixed assets, that is, non-monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed in note 9.5

Yes	No	N/a
		✓

They are valued at cost.

Yes	No	N/a
		✓

Heritage assets The charity has heritage assets, that is, non-monetary assets with historic, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. The depreciation rates and methods used as disclosed in note 9.6.1.4.

Yes	No	N/a
		✓

They are valued at cost.

Yes	No	N/a
		✓

Investments Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.

Yes	No	N/a
		✓

Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments

Yes	No	N/a
		✓

Stocks and work in progress Stocks held for sale as part of non-charitable trade are measured at the lower of cost or net realisable value.

Yes	No	N/a
		✓

Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.

Yes	No	N/a
		✓

Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.

Yes	No	N/a
		✓

Debtors Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Yes	No	N/a
✓		

Current asset investments

The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due.

Yes	No	N/a
		✓

They are valued at fair value except where they qualify as basic financial instruments.

Yes	No	N/a
<input checked="" type="checkbox"/>		

POLICIES ADOPTED ADDITIONAL TO OR DIFFERENT FROM THOSE ABOVE

Note 3

Analysis of income

Analysis		Unrestricted	Restricted	Endowment	Total funds	Prior year
		funds	income funds	funds	£	£
Donations and legacies:	Donations and gifts	-	-	-	-	-
	Gift Aid	-	-	-	-	-
	Legacies	-	-	-	-	-
	General grants provided by government/other charities	81,661	-	-	81,661	98,787
	Membership subscriptions and sponsorships which are in substance donations	-	-	-	-	-
	Donated goods, facilities and services	-	-	-	-	-
	Other	-	-	-	-	-
Total	81,661	-	-	81,661	98,787	
Charitable activities:	Pre-school fees (inc. after school club + food)	168,693	-	-	168,693	161,857
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
Total	168,693	-	-	168,693	161,857	
Other trading activities:	Fundraising events	2,891	-	-	2,891	2,477
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
Total	2,891	-	-	2,891	2,477	
Income from investments:	Interest income	1,625	-	-	1,625	682
	Dividend income	-	-	-	-	-
	Rental and leasing income	-	-	-	-	-
	Other	-	-	-	-	-
	Total	1,625	-	-	1,625	682
Separate material item of income:		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Total	-	-	-	-	-
Other:	Conversion of endowment funds into income	-	-	-	-	-
	Gain on disposal of a tangible fixed asset held for charity's own use	-	-	-	-	-
	Gain on disposal of a programme related investment	-	-	-	-	-
	Royalties from the exploitation of intellectual property rights	-	-	-	-	-
	Other	1,366	-	-	1,366	811
	Total	1,366	-	-	1,366	811
TOTAL INCOME	256,236	-	-	256,236	264,614	

Other information:

All income in the prior year was unrestricted except for:
(please provide description and amounts)

--

Where any endowment fund is converted into income in the reporting period, please give the reason for the conversion.

--

Where any endowment fund is converted into income in the prior period, please give the reason for the conversion.

--

Within the income items above the following items are material: (please disclose the nature, amount and any prior year amounts)

--

Note 4 Analysis of receipts of government grants

	Description	This year £
Government grant 1	LEA grant	81,661
Government grant 2		-
Government grant 3		-
Other		-
	Total	81,661

	Description	Last year £
Government grant 1	LEA grant	98,787
Government grant 2		-
Government grant 3		-
Other		-
	Total	98,787

	This year	Last year
<i>Please provide details of any unfulfilled conditions and other contingencies attaching to grants that have been recognised in income.</i>		

	This year	Last year
<i>Please give details of other forms of government assistance from which the charity has directly benefited.</i>		

Note 6

Analysis of expenditure

Analysis	This year				Last year			
	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Unrestricted funds	Restricted income funds	Endowment funds	Total funds
Expenditure on raising funds:				£				£
Incurred seeking donations	-	-	-	-	-	-	-	-
Incurred seeking legacies	-	-	-	-	-	-	-	-
Incurred seeking grants	-	-	-	-	-	-	-	-
Operating membership schemes and social lotteries	-	-	-	-	-	-	-	-
Staging fundraising events	1,001	-	-	1,001	223	-	-	223
Fundraising agents	-	-	-	-	-	-	-	-
Operating charity shops	-	-	-	-	-	-	-	-
Operating a trading company undertaking non-charitable trading activity	-	-	-	-	-	-	-	-
Advertising, marketing, direct mail and publicity	-	-	-	-	-	-	-	-
Start up costs incurred in generating new source of future income	-	-	-	-	-	-	-	-
Database development costs	-	-	-	-	-	-	-	-
Other trading activities	-	-	-	-	-	-	-	-
Investment management costs:	-	-	-	-	-	-	-	-
Portfolio management costs	-	-	-	-	-	-	-	-
Cost of obtaining investment advice	-	-	-	-	-	-	-	-
Investment administration costs	-	-	-	-	-	-	-	-
Intellectual property licencing costs	-	-	-	-	-	-	-	-
Rent collection, property repairs and maintenance charges	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total expenditure on raising funds	1,001	-	-	1,001	223	-	-	223
Expenditure on charitable activities:								
Staff costs	214,189	-	-	214,189	189,047	-	-	189,047
Rent costs	25,978	-	-	25,978	24,466	-	-	24,466
Other costs	34,890	-	-	34,890	44,292	-	-	44,292
	-	-	-	-	-	-	-	-
Total expenditure on charitable activities	275,057	-	-	275,057	257,806	-	-	257,806
Separate material item of expense								
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-
Other								
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total other expenditure	-	-	-	-	-	-	-	-
TOTAL EXPENDITURE	276,058	-	-	276,058	258,029	-	-	258,029

Other information:

Analysis of expenditure on charitable activities

Activity or programme	This year				Last year			
	Activities undertaken directly	Grant funding of activities	Support Costs	Total this year	Activities undertaken directly	Grant funding of activities	Support Costs	Total last year
	£	£	£	£	£	£	£	£
Activity 1	-	-	-	-	-	-	-	-
Activity 2	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Note 14 Tangible fixed assets*Please complete this note if the charity has any tangible fixed assets***14.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Total
	£	£	£	£	£
At the beginning of the year	-	-	-	117,792	117,792
Additions	-	-	-	-	-
Revaluations	-	-	-	-	-
Disposals	-	-	-	-	-
Transfers *	-	-	-	-	-
At end of the year	-	-	-	117,792	117,792

14.2 Depreciation and impairments

	**Basis	SL or RB	SL or RB	SL	SL or RB
	SL or RB (Straight Line or Reducing Balance)			20% / 7.5%	
	** Rate				
At beginning of the year	-	-	-	94,631	94,631
Disposals	-	-	-	-	-
Depreciation	-	-	-	5,061	5,061
Impairment	-	-	-	-	-
Transfers*	-	-	-	-	-
At end of the year	-	-	-	99,692	99,692

14.3 Net book value

Net book value at the beginning of the year	-	-	-	23,161	23,161
Net book value at the end of the year	-	-	-	18,100	18,100

14.4 Impairment

This year: Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.

--

Last year: Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.

--

14.5 Revaluation

If an accounting policy of revaluation is adopted, please provide:

the effective date of the revaluation

the name of independent valuer, if applicable

the methods applied and significant assumptions

the carrying amount that would have been recognised had the assets been carried under the cost model.

This year	Last year
-	-

14.6 Other disclosures

(i) Please state the amount of borrowing costs, if any, capitalised in the construction of tangible fixed assets and the capitalisation rate used.

(ii) Please provide the amount of contractual commitments for the acquisition of tangible fixed assets.

(iii) Details of the existence and carrying amounts of property, plant and equipment to which the charity has restricted title or that are pledged as security for liabilities.

This year	Last year
£	£
-	-
-	-

* The "transfers" row is for movements between fixed asset categories.

** Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.

Note 19 Debtors and prepayments

Please complete this note if the charity has any debtors or prepayments.

19.1 Analysis of debtors

Trade debtors
Prepayments and accrued income
Other debtors

This year	Last year
£	£
-	-
-	-
888	2,525
888	2,525

Total

Please complete 19.2 where a material debtor is recoverable more than a year after the reporting date.

19.2 Analysis of debtors recoverable in more than 1 year (included in debtors above)

Trade debtors
Prepayments and accrued income
Other debtors

This year	Last year
£	£
-	-
-	-
-	-
-	-
Total	-

Note 24 **Cash at bank and in hand**

Short term cash investments (less than 3 months maturity date)
Short term deposits
Cash at bank and on hand
Other
Total

This year £	Last year £
-	-
-	-
160,809	168,500
-	-
160,809	168,500

Note 28 Transactions with trustees and related parties

If the charity has any transactions with related parties (other than the trustee expenses explained in guidance notes) details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box or "False" if there are transactions to report.

28.1 Trustee remuneration and benefits**This year**

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

TRUE

In the period the charity has paid trustees remuneration and benefits. Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee by the charity or any institution or company connected with it.

Name of trustee	Legal authority (eg order, governing document)	Amounts paid or benefit value				
		Remuneration	Pension contribution	Redundancy (including loss of office)/ex gratia	Other	TOTAL
		£	£	£	£	£
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-

Please give details of why remuneration or other employment benefits were paid.

Where an ex gratia payment has been made to a trustee, provide an explanation of the nature of the payment.

Last year

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

TRUE

In the period the charity has paid trustees remuneration and benefits. Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee by the charity or any institution or company connected with it.

Name of trustee	Legal authority (eg order, governing document)	Amounts paid or benefit value				
		Remuneration	Pension contribution	Redundancy (including loss of office)/ex gratia	Other	TOTAL
		£	£	£	£	£
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-

Please give details of why remuneration or other employment benefits were paid.

Where an ex gratia payment has been made to a trustee, provide an explanation of the nature of the payment.

28.2 Trustees' expenses

If the charity has paid trustees expenses for fulfilling their duties, details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box below. If there are transactions to report, please enter "False".

No trustee expenses have been incurred (True or False)

TRUE

Type of expenses reimbursed	This year	Last year
	£	£
Travel	-	-
Subsistence	-	-
Accommodation	-	-
Other (please specify):	-	-
	-	-
TOTAL	-	-

Please provide the number of trustees reimbursed for expenses or who had expenses paid by the charity

--	--

28.3 Transaction(s) with related parties

Please give details of any transaction undertaken by (or on behalf of) the charity in which a related party has a material interest, including where funds have been held as agent for related parties. If there are no such transactions, please enter 'true' in the box provided.

This year

There have been no related party transactions in the reporting period (True or False)

TRUE

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	Amount	Balance at period end	Provision for bad debts at period end	Amounts written off during reporting period
			£	£	£	£

In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.

--

For any related party, please provide details of any guarantees given or received.

--

Last year

There have been no related party transactions in the reporting period (True or False)

TRUE

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	Amount	Balance at period end	Provision for bad debts at period end	Amounts written off during reporting period
			£	£	£	£

In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.

For any related party, please provide details of any guarantees given or received.