

**DORIS VENNER PRE-SCHOOL**

**REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 AUGUST 2022**

**DORIS VENNER PRE-SCHOOL**

**LEGAL AND ADMINISTRATIVE DETAILS**

Trustees

Peter Churchill  
Pratik Parikh  
Babara Korzeniak Parikh  
Maria Churchill

Principal Address

The Venner Community Centre  
The Manor Drive  
Worcester Park  
Surrey  
KT4 7LG

Charity Registration Number

1036207

Accountants

Emma Millard ACA  
4 Woodlands Park  
Box Hill  
Tadworth  
Surrey  
KT20 7JL

Bankers

Barclays Bank PLC  
165 Central Road  
Worcester Park  
Surrey  
KT4 8DS

**DORIS VENNER PRE-SCHOOL**

**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR ENDED 31 AUGUST 2022**

		<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>	<u>Prior Year Total Funds</u>
<b>A</b>	<b>Incoming Resources</b>				
A1	Incoming resources from generated funds				
A1a	Voluntary Income	266,970	0	266,970	234,780
A1b	Activities for generating funds	19,323	0	19,323	20,516
A1c	Investment income	98	0	98	83
A2	Incoming resources from charitable activities	71,558	0	71,558	45,714
	Total incoming resources	<u>£357,948</u>	<u>£0</u>	<u>£357,948</u>	<u>£301,093</u>
<b>B</b>	<b>Resources Expended</b>				
B1	Costs of generating funds				
B1a	Fundraising trading: cost of goods sold and other costs	2,881	0	2,881	1,112
B2	Charitable activities	306,536	0	306,536	273,914
	Total resources expended	<u>£309,417</u>	<u>£0</u>	<u>£309,417</u>	<u>£275,026</u>
	Net incoming/outgoing resources before transfers	48,531	0	48,531	26,067
	Total funds brought forward	208,595	0	208,595	182,528
	Total funds carried forward	<u>£257,127</u>	<u>£0</u>	<u>£257,127</u>	<u>£208,595</u>



**DORIS VENNER PRE-SCHOOL**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 AUGUST 2022**

1 **ACCOUNTING POLICIES**

**Basis of preparation of financial statements**

The financial statements have been drawn up under the historical cost convention and in accordance with applicable accounting standards and the Charities Statement of Recommended Practice on Accounting.

2 **INCOMING RESOURCES**

**Grants**

The total of grants received was £266,727.52. These grants were received from the Royal Borough of Kingston upon Thames and Surrey County Council.

**Parents' fees**

Parents fees represents the total amount collected from parents in the year.

3 **TRUSTEES REMUNERATION**

None of the trustees received any remuneration or benefits during the year. Expenses fully incurred on the charity's business were reimbursed when claimed.

4 **TAXATION**

Doris Venner Pre-School is a registered charity and its activities fall within the exemptions under the Income and Corporation Taxes Act 1988.

5 **STOCKS**

It was decided to release the value of stock this year and recognise the uniform income and expenses in the period that they relate to going forward.

6 **CREDITORS**

	<b><u>2022</u></b>	<b><u>2021</u></b>
Creditors and accruals	£30,032	£4,355

7 **RESERVES**

	<b><u>1 SEPTEMBER</u></b>	<b><u>MOVEMENT</u></b>	<b><u>31 AUGUST</u></b>
	<b><u>2021</u></b>	<b><u>IN THE</u></b>	<b><u>2022</u></b>
		<b><u>YEAR</u></b>	
Restricted Funds	0	0	0
Unrestricted Funds	208,595	48,531	257,127
	<b>£208,595</b>	<b>£48,531</b>	<b>£257,127</b>

The financial reserves policy is under review at an indicative value of £75,000 and will be confirmed.

**DORIS VENNER PRE-SCHOOL**

**INCOME AND EXPENDITURE ACCOUNT**

**FOR THE YEAR ENDED 31 AUGUST 2022**

<b>A</b>	<b>Incoming Resources</b>	<b><u>2022</u></b>	<b><u>2021</u></b>
A1	Incoming resources from generated funds		
A1a	Voluntary Income		
	Grants	266,728	234,469
	Donations	243	311
		<hr/>	<hr/>
		266,970	234,780
A1b	Activities for generating funds		
	Fund raising activities	1,943	2,246
	Uniforms	367	550
	Milk money	0	3
	Lunch club	16,330	17,694
	Christmas Fayre / Party	683	0
	Photos and DVDs	0	23
		<hr/>	<hr/>
		19,323	20,516
A1c	Investment Income		
	Bank interest	98	83
A2	Incoming resources from Charitable Activities		
	Parental fees	68,928	44,554
	New Starter Registrations	2,630	1,160
	Outings	0	0
	Other	0	0
		<hr/>	<hr/>
		71,558	45,714
	<b>Total incoming resources</b>	<hr/>	<hr/>
		357,948	301,093
	Total resources expended - (see page 10)	<hr/>	<hr/>
		309,417	275,026
	Net incoming/outgoing resources before transfers	<hr/>	<hr/>
		48,531	26,067
	Gross transfers between funds	<hr/>	<hr/>
		0	0
	<b>Net incoming resources before other recognised gains and losses</b>	<hr/>	<hr/>
		£48,531	£26,067

**DORIS VENNER PRE-SCHOOL**

**INCOME AND EXPENDITURE ACCOUNT**

**FOR THE YEAR ENDED 31 AUGUST 2022**

B1	Costs of generating funds	<b><u>2022</u></b>	<b><u>2021</u></b>
B1a	Costs of generating voluntary income		
	Fund raising expenses	0	418
	Uniforms		
	Opening Stocks	2,881	2,721
	Add: Purchases	0	854
	Less: Closing Stocks	0	-2,881
	Christmas Fayre	0	0
		<hr/>	<hr/>
		2,881	1,112
B2	Charitable activities		
	Salaries and National Insurance	243,714	234,261
	Secretarial services	3,604	3,308
	Educational supplies	14,407	5,779
	Staff Entertainment and gifts	0	893
	Other staff costs	0	947
	Hire of hall	25,000	15,563
	Training	928	1,200
	Refreshments	490	688
	Outings and entertainment	3,053	1,357
	Insurance	0	582
	Telephone	978	951
	Stationery and printing	2,283	1,888
	Computer equipment and software	2,657	943
	Cleaning materials	1,601	2,095
	General room supplies	0	1,386
	Uniform Expenses	2,070	0
	Accountancy	500	500
	Subscriptions	538	888
	Bank charges	431	308
	Other	4,282	377
		<hr/>	<hr/>
		306,536	273,914
	<b>Total resources expended</b>	<b><u>£309,417</u></b>	<b><u>£275,026</u></b>

**DORIS VENNER PRE-SCHOOL  
REPORT OF THE COMMITTEE  
FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2022**

The Trustees submit their annual report, together with the financial statements of the charity, for the year ended 31<sup>st</sup> August 2020, which comply with the current statutory requirements of the charity's governing document.

**Reference and administration**

The charity's name is Doris Venner Pre-School and its registered number is 1036207.

**Structure, governance and management**

Doris Venner Pre-School is a registered charity which adopted its current constitution on 12<sup>th</sup> March 2013 and became a registered charity on 15<sup>th</sup> April 1994.

The overall direction of the charity is determined by the trustees, who are also members of the committee of management. The committee of management is responsible for the day to day management of the charity's activities.

New officers are elected to the committee by voting for a nominated person at the annual general meeting. Trustees, if required, are then nominated from this committee and voted for in a similar manner.

Trustees and committee members receive no remuneration from the charity for their services as trustees and committee members.

Parents are also encouraged to support the committee in other areas such as fund raising, admissions and the arrangement of a parent rota.

**Objectives and activities**

The charity was set up to help maintain the pre-school. The children attending the Pre School are drawn from the local community and consist of those who can pay session fees, require special needs, and those that are under privileged. The fees charged, together with the grants received for eligible children, are used primarily to pay staff salaries, rent of the premises, relevant liability insurance & business insurance & equipment & materials suitable for registered children.

Any funds raised through charitable events are used to purchase additional materials, books, equipment, run educational trips and miscellaneous expenses relating to the running of the Pre School.

**Financial review**

The reserves as at 31<sup>st</sup> August 2022 were £257,127. The charity maintains sufficient reserves to meet any debts as they fall due.

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy, the financial position of the charity and to enable them to both ascertain the financial position of the charity and to ensure that the financial statements comply with applicable legislation, regulations and the trust deeds. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.