

DORIS VENNER PRE-SCHOOL

REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2024

DORIS VENNER PRE-SCHOOL

LEGAL AND ADMINISTRATIVE DETAILS

Trustees

Peter Churchill
Pratik Parikh
Kaitlan McKean Bondi Griffin
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 2024

		<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>	<u>Prior Year Total Funds</u>
A	Incoming Resources				
A1	Incoming resources from generated funds				
A1a	Voluntary Income	256,022	0	256,022	225,120
A1b	Activities for generating funds	19,931	0	19,931	23,756
A1c	Investment income	1,444	0	1,444	498
A2	Incoming resources from charitable activities	85,914	0	85,914	84,844
	Total incoming resources	<u>£363,311</u>	<u>£0</u>	<u>£363,311</u>	<u>£334,218</u>
B	Resources Expended				
B1	Costs of generating funds				
B1a	Fundraising trading: cost of goods sold and other costs	2,301	0	2,301	1,021
B2	Charitable activities	372,919	0	372,919	337,455
	Total resources expended	<u>£375,220</u>	<u>£0</u>	<u>£375,220</u>	<u>£338,476</u>
	Net incoming/outgoing resources before transfers	-11,909	0	-11,909	-4,258
	Total funds brought forward	<u>252,869</u>	<u>0</u>	<u>252,869</u>	<u>257,127</u>
	Total funds carried forward	<u>£240,960</u>	<u>£0</u>	<u>£240,960</u>	<u>£252,869</u>

DORIS VENNER PRE-SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2024

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 £256,021.93. These grants were received from the Royal Borough of Kingston upon Thames, AFC, 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.

6 **CREDITORS**

	<u>2024</u>	<u>2023</u>
Creditors and accruals	£82,383	£57,654

7 **RESERVES**

	<u>1 SEPTEMBER 2023</u>	<u>MOVEMENT IN THE YEAR</u>	<u>31 AUGUST 2024</u>
Restricted Funds	0	0	0
Unrestricted Funds	252,869	-11,909	240,960
	<u>£252,869</u>	<u>-£11,909</u>	<u>£240,960</u>

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 2024

A	Incoming Resources	<u>2024</u>	<u>2023</u>
A1	Incoming resources from generated funds		
A1a	Voluntary Income		
	Grants	256,022	224,861
	Donations	0	259
		<hr/>	<hr/>
		256,022	225,120
A1b	Activities for generating funds		
	Fund raising activities	999	1,681
	Uniforms	883	380
	Lunch club	16,479	21,034
	Christmas Fayre / Party	1,085	34
	Photos and DVDs	315	300
	Graduation	170	327
		<hr/>	<hr/>
		19,931	23,756
A1c	Investment Income		
	Bank interest	1,444	498
A2	Incoming resources from Charitable Activities		
	Parental fees	85,058	83,806
	New Starter Registrations	750	505
	Other	106	533
		<hr/>	<hr/>
		85,914	84,844
	Total incoming resources	<hr/>	<hr/>
		363,311	334,218
	Total resources expended - (see page 10)	<hr/>	<hr/>
		375,220	338,476
	Net incoming/outgoing resources before transfers	<hr/>	<hr/>
		-11,909	-4,258
	Gross transfers between funds	<hr/>	<hr/>
		0	0
	Net incoming resources before other recognised gains and losses	<hr/>	<hr/>
		-£11,909	-£4,258

DORIS VENNER PRE-SCHOOL

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2024

B1	Costs of generating funds	<u>2024</u>	<u>2023</u>
B1a	Costs of generating voluntary income		
	Uniforms	2,301	1,021
		<hr/>	<hr/>
		2,301	1,021
B2	Charitable activities		
	Salaries and National Insurance	308,255	268,666
	Secretarial services	4,118	3,633
	Educational supplies	11,777	17,010
	Staff Entertainment and gifts	2,552	605
	Other staff costs	681	646
	Staff recruitment	634	614
	Hire of hall	25,000	25,000
	Training	1,427	65
	Refreshments	1,188	464
	Outings and entertainment	3,480	5,332
	Insurance	858	682
	Telephone and broadband	765	835
	Stationery and printing	2,770	2,262
	Computer equipment and software	1,749	350
	Cleaning materials	2,140	1,947
	Repairs and maintenance	2,443	6,439
	Uniform Expenses	0	0
	Accountancy	500	500
	Subscriptions	1,691	1,770
	Bank charges	357	410
	Other	534	225
		<hr/>	<hr/>
		372,919	337,455
	Total resources expended	<u>£375,220</u>	<u>£338,476</u>

**DORIS VENNER PRE-SCHOOL
REPORT OF THE COMMITTEE
FOR THE YEAR ENDED 31ST AUGUST 2024**

The Trustees submit their annual report, together with the financial statements of the charity, for the year ended 31st August 2023, 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 12th March 2013 and became a registered charity on 15th 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 31st August 2024 were £240,960. 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.