

Registered Charity Number :- 1037296

**PUDDLEDUCKS UNDER FIVES
TRUSTEES' REPORT
AND
FINANCIAL STATEMENTS
FOR THE YEAR END
31 August 2021**

**PUDDLEDUCKS UNDER FIVES
31 Monastery Close
Lawley Village
Telford**

**PUDDLEDUCKS UNDER FIVES
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FOR THE YEAR ENDED 31 AUGUST 2021**

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PUDDLEDUCKS UNDER FIVES TRUSTEES' REPORT FOR THE YEAR ENDED 31 AUGUST 2021

The Trustees present their report with the financial statements of the charity for the year ended 31 August 2021. The trustees have adopted the provisions of the Statements of Recommended Practice (SORP)' Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1037296

Principal Address

31 Monastery Close
Telford
Shropshire
TF4 2GP

Trustees

Mr M Baker
Mr J Smout
Ms J Boughen
Mr W Ahmed
Ms C Kociak

Independent Examiner

One Click Solution Ltd
5 Redcar Croft
Birmingham
B36 8UU

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Charity is controlled by its governing document, a deed of trust, and constitute an unincorporated charity. The charity is run under the constitution of the Pre School Learning Alliance.

Recruitment and appointment of new trustees

Trustees are appointed at the annual general meeting after vote by the parents. Under the constitution 30% of the parents must attend the meeting for it to be quorate.

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

**PUDDLEDUCKS UNDER FIVES
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 AUGUST 2021**

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of the charity are to enhance the development and education of the children under statutory school age by encouraging parents to understand and provide for the needs of their children through

FINANCIAL REVIEW

Reserves policy

The main funding body of the charity insists that reserves equal to at least three months operating costs are retained. This currently equates to approximately £25,000.

As at 31 August 2021 the free reserves of the charity were £65,052 (2020: £58,797).

Approved by order of the board of trustees on 27 April 2024 and signed on its behalf by:

John Smout
Chair of the Trustees

**PUDDLEDUCKS UNDER FIVES
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 AUGUST 2021**

I report to the trustees on my examination of the accounts of the above charity for the year ended 31

Respective Responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the 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) and that an independent

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 2011 Act); and
- To state whether particular matters have come to my attention

Basis of the independent examiner's report

My examination was carried out in accordance with the 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 you as 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

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1- Which gives me reasonable cause to believe that, in any material respect, the requirements
 - o To keep accounting records in accordance with Section 130 of the 2011 Act; and
 - o to prepare accounts in accordance with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

- 2- To which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

One Click Solution Ltd
5 Redcar Croft
Birmingham
B36 8UU

27 April 2024

**PUDDLEDUCKS UNDER FIVES
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 AUGUST 2021**

	Notes	Unrestricted Funds £	Restricted Funds £	2021 Total Funds £	2020 Total Funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary Income	2	105,364	-	105,364	98,619
Activities from generating funds	3	19,068	-	19,068	20,721
Total Incoming resources		124,432	-	124,432	119,340
RESOURCES EXPENDED					
Costs of generating funds					
Fundraising trading : cost of goods sold and other costs					
Charitable activities					
Wages	5	84,660	-	84,660	79,628
Nursery costs	6	28,596	-	28,596	21,807
Support costs	7	566	130	696	1,948
Governance costs	8	4,356	-	4,356	1,555
Total resources expended		118,177	130	118,307	104,938
Net Incoming/(outgoing) resources		6,255	(130)	6,125	14,402
Reconciliation of funds					
Total funds brought forward		58,797	522	59,319	44,917
Total Funds Carried Forward		65,052	392	65,444	59,319

**PUDDLEDUCKS UNDER FIVES
BALANCE SHEET
AS AT 31 AUGUST 2021**

	Notes	Unrestricted Funds £	Restricted Funds £	2021 Total Funds £	2020 Total Funds £
FIXED ASSEST					
Tangible assets	9	1,696	392	2,088	2,784
CURRENT ASSEST					
Cash at bank and in hand		66,690	-	66,690	51,298
Other debtors		-	-	-	7,172
CREDITORS					
Amount payable due within one year	10	(3,335)	-	(3,335)	(1,935)
NET CURRENT ASSETS		65,052	392	65,444	59,319
TOTAL ASSETS LESS LIABILIATIES		65,052	392	65,444	59,319
NET ASSETS		65,052	392	65,444	59,319
FUNDS					
	11				
Unrestricted funds		65,052		65,052	58,797
Restricted funds			392	392	522
TOTAL FUNDS		65,052	392	65,444	59,319

The financial statements are approved by the board of trustees and were signed on its behalf by

John Smout-Chair of the Trustees
27 April 2024

PUDDLEDUCKS UNDER FIVES

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 AUGUST 2021

1. ACCOUNTING POLICIES

Accounting Conventions

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standards for Small Entities (effective April 2008), The Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by

Incoming Resources

All incoming resources are included on the Statements of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources Expended

Expenditures is accounted for on accrual basis and has been classified under headings that aggregate all the cost related to the category. Where cost cannot be directly attributed to particular heading, they have been allocated to activities on the basis consistent with the use of resources.

Tangible Fixed Assets

Depreciation is provided at the following annual rates in order to write off each asset over its

Playground	25% on reducing balance
Fixture and fittings	25% on reducing balance
Computer equipment	25% on reducing balance

Taxation

The charity is exempt from tax on its charitable activities.

Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of

Restricted funds can only be used for particular restricted purpose within the objects of the charity. Restrictions arise when specified by donor or when funds are raised for particular purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial

2. VOLUNTARY INCOME

	2021	2020
	£	£
Grants	105,364	98,619
	105,364	98,619

Grants received included in the above are follows:

	2021	2020
	£	£
Telford & Wrekin Council	105,364	98,619

PUDDLEDUCKS UNDER FIVES
NOTES TO THE FINANCIAL STATEMENTS
AS AT 31 AUGUST 2021

3. ACTIVITIES FROM GENERATEING FUNDS	2021	2020
	£	£
Playgroup Fees	18,500	19,030
Donation and gifts	500	1,691
Other	67	-
	19,068	20,721

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remunerations or other benefits for the year ended 31 August 2021 nor for the year ended 31 August 2020.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31 August 2021 nor for the year ended 31 August 2020.

5. STAFF COSTS	2021	2020
	£	£
Wages and Salaries	84,660	79,628
The average monthly number of employees during the year was as	2021	2020
Child care	7	7

No employee received emoluments in excess of £60,000.

6. NURSERY COSTS	2021	2020
	£	£
Repairs	160	29
Rent	10,782	8,850
Bank charges	94	-
Equipment	2,522	4,587
Computer running	229	778
Insurance	898	896
Uniform	846	-
Refreshments	1,116	765
Telephone	434	545
Other Expenses	864	-
Sundries	101	200
Staff Training	4,415	907
Subscriptions	553	35
Household & Cleaning	1,251	1,155
Photocopier Costs	412	2,832
Printing and stationery	3,920	29
PAT Testing	-	199
	28,596	21,807

PUDDLEDUCKS UNDER FIVES
NOTES TO THE FINANCIAL STATEMENTS
AS AT 31 AUGUST 2021

7. SUPPORT COSTS	2021	2020
	£	£
Playground - Depreciation	440	588
Fixture & Fittings - Depreciation	23	30
Computer Equipment - Depreciation	233	310
Support Costs others	-	1,020
	696	1,948

8. GOVERNANCE COSTS	2021	2020
	£	£
U Check(DBS) Fees	202	247
Accountants fees	3,779	780
Pension Administration	375	528
	4,356	1,555

9. TANGIBLE ASSETS	Playground	Fixtures and Fittings	Computer Equipment	Total
	£	£	£	£
Cost				
As at 01 September 2020	20,328	900	3,802	25,030
Additions	-	-	-	-
As at 31 August 2021	20,328	900	3,802	25,030
Depreciation				
As at 01 September 2020	18,565	809	2,872	22,246
Charge for the year	441	23	233	696
As at 31 August 2021	19,006	832	3,105	22,942
Net Book Value				
As at 31 August 2020	1,763	91	930	2,784
As at 31 August 2021	1,322	68	698	2,088

10. CREDITOR: AMOUNT PAYABLE DUE WITHIN ONE YEAR	2021	2020
	£	£
Accountants fees	1,400	-
Other creditors	495	495
Accrued expenses	1,440	1,440
	3,335	1,935

PUDDLEDUCKS UNDER FIVES
NOTES TO THE FINANCIAL STATEMENTS
AS AT 31 AUGUST 2021

11. MOVEMENT IN FUNDS

	As at 01 September 2020	Net Movement in Funds	As at 31 August 2021
	£	£	£
Unrestricted Funds			
General funds	58,797	6,255	65,052
Restricted funds			
Playground	522	(130)	392
TOTAL FUNDS	59,319	6,125	65,444

Net movement in funds, included in the are as follows:

	Incoming Resources	Resources Expended	Movement in Funds
	£	£	£
Unrestricted funds			
General Fund	124,432	(118,177)	6,255
Restricted Funds			
Playground	-	(130) -	130
Total Funds	124,432	(118,307)	6,125

The restricted playground fund relates to grants received from The Big Lottery and Telford and Wrekin Council to construct and outdoor play area for children. This expenditure is treated as a fixed asset of the charity and the depreciation incurred is charged against this fund.