

Trustees' annual report

for the period



CHARITY COMMISSION
FOR ENGLAND AND WALES

010921 Period end date 310822

Charity name: BIRCOTES PRE-SCHOOL

Charity No
(if any)

1038773

Period start date:

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide pre-school activities for children aged 2 to 5 years.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision of full day and sessional care and education for children aged 2 to 5 years, both funded and non-funded.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have had regard to the Charity's Commissions public benefit guidance and there have been no departures.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	

Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>During the past year the Pre-school has remained sustainable and child numbers have remained consistently high throughout the year.</p> <p>Online fundraising remains a good monthly way to help funds and Amazon Smile is extremely popular. On this site we also have provided a Wish List for parents who would like to purchase items for the Pre-school. We have now been able to hold raffles within pre-school as Covid restrictions have eased.</p> <p>We were successful in receiving funding grants from our Local County Councillor and Tickhill Lions to fund our outdoor education resources for both Maths and Literacy.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

	SORP reference	
Review of the charity's financial position at the end of the period	Para 1.21	The charity's financial situation is extremely healthy at present. Attendance percentage at over 80% throughout the year. We were able to have an excess income of £17,351.61 over expenditure for the year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held to the extent to cover anticipated and unanticipated events.
Amount of reserves held	Para 1.22	Reserves held at 31/08/2022 were cash at bank and in hand £62,403.28
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A

Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
The charity's principal sources of funds (including any fundraising)	Para 1.47	There principle source of funds is from Nottinghamshire Early Childhood Services in the form of funded 2yr olds, 3/4yr olds.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	The drop in child numbers attending the Pre-school will effect it's income. Also the non increase of funding from Government to support Funded Children.
Other		

Description of charity's trusts:	SORP reference	The charity is a non-profit making trust our only activity is operating a pre-school.
Type of governing document (trust deed, royal charter)	Para 1.25	Early Years Alliance Constitution (formerly PLA Constitution).
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Members are nominated and seconded at AGM. Suitability and DBS is through Ofsted EY2 applications.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Charity name	Bircotes Pre-school
Other name the charity uses	
Registered charity number	1038773
Charity's principal address	Thoresby Close, Harworth, DONCASTER. DN11 8RJ

Names of the charity trustees who manage the charity

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Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Anike Drummond-Phillips			
Allyson Askin			
Angela Winter	Secretary		
Joanna Arnold	Treasurer		
Lauren Ball			
Gemma Blackford		01.09.21 – 31.03.2022	
Natasha Daniels			
Amy Julian		From 19.03.2022	
Eve Smith		From 01.04.2022	
Leanne Martin		From 20.05.2022	
Stevie Cairns		From 11.07.2022	

Reference and Administrative details (cont)

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
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Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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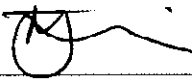
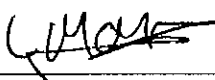
Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Amy JULIAN	Heanne Martin
Position (eg Secretary, Chair, etc)	CHAIR	Secretary
Date	7-11-2022	

End of Year Accounts



September 2021 to
August 2022

	2020/2021	2021/2022	2020/2021	2021/2022
Expenditure				
Wages/Pension			£11,179.81	£17,062.35
Pension			£100,770.55	£124,444.19
Insurance/ Subs			£408.60	£865.00
Expendables			£568.86	£1,205.57
New Equip			£147.54	£649.00
Rates/ Lease/ Utilities			£2.01	£4.23
Miscellaneous			£0.00	
External Activities			£44.00	£110.00
Excess Income over Expenditure				
	£4,766.99	£17,351.61		
Total	£113,121.37	£144,340.34	£113,121.37	£144,340.34
Income				
Early Year's Fees				
Other Grants	£3,474.06			
Fund Raising	£3,604.18			
Donations	£6,023.68			
Bank Interest	£3,511.24			
Miscellaneous	£1,567.96			
Children's T-Shirts	£1,311.16			
Excess Expenditure over Income				
Total	£113,121.37	£144,340.34	£113,121.37	£144,340.34
£				
Opening Bank Balance Current Account	£33,633.76	23300.32	£23,300.32	£28,341.30
Opening Bank Balance Deposit Account	£6,633.05	21635.06	£21,635.06	£33,639.29
Petty Cash Float	£17.87	116.29	£116.29	£422.69
Excess Brought Down	£4,766.99	17351.61		
Total	£45,051.67	£62,403.28	£45,051.67	£62,403.28

Monthly Income Breakdown 2021/2022

Month	FUND RAISING	2yr & 3/4yr FUNDING	OTHER GRANTS	DONATIO NS	BANK INTEREST	T-SHIRTS	MISC/ UTILITY REFUNDS	TOTAL
2021								
September	£1,484.70				£0.54	£37.50		£1,522.74
October	£1,093.20	£6.00		£20.00				£12,223.94
November	£1,312.60	£123.80	£615.00	£10.00		£20.50	£12.22	£9,967.19
December	£1,268.80	£525.07	£250.00	£619.00	£0.54			£14,424.02
2022								
January	£1,292.15	£40.80				£30.00		£12,154.45
February	£1,731.95	£95.49				£15.00	£3.17	£14,447.24
March	£1,623.15	£72.50	£13,745.84		£0.64	£7.00		£15,449.13
April	£957.30	£33.20	£12,236.96					£13,227.46
May	£2,578.10	£60.42	£12,236.96				£13.75	£14,889.23
June	£2,224.80	£127.10	£9,066.10		£2.51			£11,420.51
July	£1,656.60	£323.70	£10,845.34					£12,825.64
August	£91.00	£59.53	£12,181.44				£21.70	£12,353.67
Total	£17,314.35	£1,467.61	£865.00	£649.00	£4.23	£110.00	£50.84	£144,905.22
Contra	£252.00	£262.04					50.84	
Total	£17,062.35	£1,205.57	£865.00	£649.00	£4.23	£110.00	£0.00	£144,340.34

Monthly Expenditure Breakdown 2021/2022

Month	WAGES/ Nest	INS/ SUBS/ FEES	EXPEND- ABLES	NEW EQUIP/ T- SHIRTS	RATES/ LEASE/ UTILITIES	MISC	EXTERNAL SERVICES/ TRAINING	FUND RAISING	FEE REFUND	Sundries	TOTAL
2021											
September	£9,280.60	£381.07	£195.38	£8.26	£92.66	£56.52	£90.00	£40.00			£10,144.49 ✓
October	£9,054.05	£107.58	£153.99	£1,746.78	£174.07	£98.50	£270.00				£11,604.97 ✓
November	£9,058.90	£638.80	£190.46		£459.85	£47.58	£31.00				£10,426.59 ✓
December	£9,176.95	£8.10	£125.46	£36.48	£241.90	£247.53	£31.00	£132.04			£9,999.46 ✓
2022											
January	£8,812.06	£8.10	£413.43	£33.10	£260.19	£54.57					£0.00
February	£8,873.19	£358.06	£104.37	£594.49	£346.18	£333.31	£840.00				£9,581.45 ✓
March	£9,458.89	£345.84	£257.17	£1,745.90	£258.75	£95.89		£10.00			£11,449.60 ✓
April	£9,363.63	£894.19	£50.32	£670.13	£842.77	£360.76					£12,172.44 ✓
May	£9,847.67	£389.58	£503.92	£642.41	£198.90	£40.01	£100.00				£12,181.80 ✓
June	£8,295.48	£107.58	£311.38	£168.48	£206.17	£78.34					£11,722.49 ✓
July	£8,397.62	£107.58	£1,285.30	£377.65	£197.41	£84.38	£80.00	£252.00			£9,167.43 ✓
August	£7,877.41	£127.58	£13.00	£0.00	£232.39	£70.57					£10,781.94 ✓
Total	£107,496.45	£3,474.06	£3,604.18	£6,023.68	£3,511.24	£1,567.96	£1,362.00	£262.04	£252.00	£0.00	£127,553.64 ✓
Contra							£50.84	£262.04	£252.00		
Total	£107,496.45	£3,474.06	£3,604.18	£6,023.68	£3,511.24	£1,567.96	£1,311.16	£0.00	£0.00	£0.00	£126,988.73 ✓

Year	YEAR
2020/2021	2021/2022

Income

Fees

Fees from Students	£11,179.81	£17,314.35
Fees from Education Authority	£100,770.55	£124,444.19
Total	£111,950.36	£141,758.54

Other Grants

Councillors Grant and Tickhill Lions (615/250)	£408.60	£365.00
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Donations

	£147.54	£649.00
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Fund Raising

Autumn Term	£76.00	£7.20
Xmas Party	£328.51	£419.00
Easter	£52.00	
Summer/Graduation	£112.35	£367.00
Tempest Photos		£46.58
Your School's Lottery		£512.90
Amazon Smile		£88.93
Other		£26.00

	£492.86	£1,467.61
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Bank Interest

	£2.01	£4.23
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Childrens T-Shirts

	£44.00	£110.00
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Misc/Refunds

DBS Refund		
Waterplus Refund		
SSE Solar Panels (Electricity)	£39.98	50.84
HMRC Job Retention Scheme		
Training (Staff Contributions)	£149.00	

	£188.98	£50.84
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Year Year
2020/2021 2021/2022

Expenditure

Wages

Staff (inc Pension Conts)	£94,657.84	£103,978.29
Pension Conts		£3,518.16
	£94,657.84	£107,496.45

Insurance and Subscriptions

PLA Insurance/Buildings	£1,848.36	£1,862.37
Brittannia Subscription (Alarm/Fire Systems)	£360.00	£0.00
Ofsted	£35.00	£35.00
Bassetlaw DC Waste Disposal	£173.49	£364.27
Small Schools Lottery Subscripion		£20.00
Ours Schools App		£231.12
ICO	£35.00	£35.00
DBS Committee		£24.30
Teachers to Parents	£300.00	£192.00
Accountant	£150.00	£150.00
Twinkle Monthly/yearly	£129.23	£48.48
Notts Fire Safety	£53.10	£47.52
Scoe Pest Control	£400.00	£464.00
Total	£3,484.18	£3,474.06

Expendables

Food Activities (Less Winter Grant £440.00 Contra)	£1,043.85	£1,019.46
Cleaning/Materials	£1,233.42	£940.91
Creative Materials	£360.27	£390.13
Maintenance (new bark + bathroom floor)	£429.53	£1,253.68

Garden Activities

Total	£3,067.07	£3,604.18
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New Equipment

Outdoor	£206.24	£1,744.38
Computer & Equipment		£868.85
Large Toys/Resources	£66.55	£75.14
Kitchen/Staff Room/Storage	£42.06	£753.36
Educational/SEN Activities	£636.99	£1,295.64
Alarm/Security/Keys/Signs		£77.88
Furniture Office/Education (Internal Classroom)	£259.58	£711.43
T-Shirts Staff/Children (incs £270.80 staff uniform)	£618.80	£497.00
Sundries		

Total	£1,830.22	£6,023.68
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Rates/ Lease/ Utilities

Phone	£352.52	£303.77
Mobile	£225.82	£281.55
Broadband	£209.89	£222.14
Elec (-SSE Solar repayment £39.98 / £50.84)	£1,249.62	£1,342.11
Rates	£0.00	£576.00
VAT	£247.15	£257.38
Waterplus	£340.08	£528.29
	£2,625.08	£3,511.24

Miscellaneous

Stationery	£398.56	£697.44
Postage	£90.55	£36.26
Printing	£628.12	£834.26
Sundries	£0.00	

£1,117.23 **£1,567.96**

External Services/ Training

External Activity Providers (Team Building £149.00 Contr	£270.93	90
Training	£102.80	1272
DBS Checks (moved to Subs)	£288.74	
Sundries (Walker Services Lunches)	£900.29	0

£1,562.76 **£1,362.00**



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
BIRCOTES PRE-SCHOOL

On accounts for the year
ended

AUGUST 2022

Charity no
(if any)

1038773

Set out on pages

1, 2, 3.

Remember to include the page number of additional sheets

Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. Delete [] if not applicable.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

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**

In connection with my examination, no material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that in, any material respect:

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

* Please delete the words in the brackets if they do not apply.

Signed: [Signature] Date: 29-12-22

Name: TRACY CROWE

Relevant professional qualification(s) or body (if any): CIPFA

Address: BANTRY HALL
SOUND PARADE
BANTRY DN10 6JH.

Section B Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any Items that the examiner wishes to disclose.

