

**WORSTEAD PRE-SCHOOL**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

**Registered Charity no: 1041749**

## WORSTEAD PRE-SCHOOL

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## WORSTEAD PRE-SCHOOL

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### General information

**Principal address:** Worstead Pre-school  
Queen Elizabeth Hall  
Ruin Road  
Worstead  
NR28 9WH

**Trustees:**

Mrs A Grix	Chair
Mrs N Englestone	Secretary
Ms S Brighty	Treasurer
Ms S Brace	
Mrs H Pilkington	
Ms G Hudson	

**Bankers:** National Westminster Bank PLC  
21 Gentleman's Walk  
Norwich  
Norfolk  
NR2 1NA

**Independent examiner:** N D Knight FCA  
For and on behalf of  
Welbourne & Co Ltd  
Chartered Certified Accountants  
27 Harwood Road  
Norwich  
NR1 2NG

## Report of the trustees for the year ended 31 August 2024

The trustees of Worstead Pre-school present their annual report and financial statements for the year ended 31 August 2024 which have been prepared in accordance with the accounting policies set out in note 1 to the financial statements.

### Structure and Management

Worstead Pre-school is a registered charity (no. 1041749) and is governed by its constitution adopted on 15 October 1992 as amended on 24 September 2019.

The management and control of Worstead Pre-school is the responsibility of the management committee whose members are also trustees.

Members are elected to the management committee and to be trustees at the Annual General Meeting and at the first Committee meeting following the Annual General Meeting at which the newly elected members of the Committee are elected they shall choose from amongst their number the members who will act as Chair, Treasurer and Vice Chair.

### Objects and activities

The objects of the Pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

- a) offering appropriate play, education and acre facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and top become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability;
- b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;
- c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

### Report from the Chair (Hayley Pilkington)

The Preschool is doing very well and the numbers continue to grow. Numbers were up for September 2023 start compared to September 2022 start. We expect the numbers to continue to grow due to the new funding legislation. The committee continues to support staff and the future is looking positive for the Preschool. The toddler group is slow but is on the right track to encourage visitors from the local community. The does help with child intake into the Preschool.

The committee supports the Pre-school, and we are looking forward to a busy year ahead.

## WORSTEAD PRE-SCHOOL

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### Report of the trustees for the year ended 31 August 2024 continued

#### Report form the Supervisor (Claire Gwilliam)

The year has gone quickly, we have made a few changes to the preschool, one being the sensory room. This room has been designed for children to have quiet time and 1-1 time with an adult. The room can also be used for yoga, speech and language, music and movement and key child time. It has been a great asset to the Preschool and impacted the children in a very positive way.

We have been busy sorting, cleaning and arrnaging the preschool to help the staff and children enjoy their time more. This has consisted of the kitchen being rearrnaged so staff have better access to everything and can keep it cleaner. The children have all been using new cookng equipment and are really advancing in fine motor development. We were lucky enough to secure an inclusion grant for the preschool to replace resources and provide new learning opportunities.

The staff continue to work hard training to enhance their own learning and development and to give as many learning opportunities to the children as they can.

We are growing in numbers and the holidays and half terms get busier every year.

We have had 3 members of staff leave us due to the workload and we have not to employ anyone else for a while. We will continue to take on apprentices and help them gain a qualification in childcare.

#### Financial report from the Pre-school administrator (Karen Norfolk)

	Current	Business
Balance at beginning of year	£61,467	£34,780
Balance at end of year	£36,885	£29,035
Balance of petty cash	£322	£565
Income for the year ended 31 August 2024	£167,319	
Expenditure for the year ended 31 August 2024	£133,821	
Excess of income over expenditure	£33,497	

#### Income notes

- 1 Income is higher this year due to numbers of children increasing
- 2 Full funding received

#### Expenditure notes:

- 1 There is a good control of expenses with regular monitoring of our financial position

Our main income remains Government funding and for the current year this totalled £106,358

## WORSTEAD PRE-SCHOOL

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### **Independent Examiner's Report to the Trustees of the Worstead Pre-school**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 August 2024 which are set out on pages 5 to 10.

#### **Responsibilities and basis of report**

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act')

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent examiner's statement**

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:

- 1) accounting records were not kept in of the charity as required by section 130 of the Act;  
or
- 2) the accounts do not accord with those records; or
- 3) the accounts do 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.

ND Knight FCA  
For and on behalf of  
Welbourne & Co Ltd  
Chartered Certified Accountants  
27 Harwood Road  
Norwich  
NR1 2NG

Date: 19 June 2025

**WORSTEAD PRE-SCHOOL**

**Balance Sheet as at 31 August 2024**

	Note	Unrestricted funds £	Restricted Funds £	Designated Funds £	Total 2024 £	Total 2023 £
<b>Fixed assets</b>						
Tangible assets	9	2,820	-	-	2,820	2,201
<b>Current assets</b>						
Debtors	10	796	-	-	796	3,272
Cash at bank and in hand	11	61,800	-	36,885	98,685	65,955
		65,416	-	36,885	102,301	71,428
<b>Current liabilities</b>						
Creditors: amounts falling due within one year	12	967	-	-	967	3,591
		64,449	-	36,885	101,334	67,837
<b>Net current assets</b>		64,449	-	36,885	101,334	67,837
<b>Total assets less current liabilities</b>		64,449	-	36,885	101,334	67,837
Creditors: amounts falling due after more than one year		-	-	-	-	-
<b>Net assets</b>		64,449	-	36,885	101,334	67,837
<b>Charity funds</b>						
Unrestricted funds		64,450	-	36,885	101,334	67,837
Restricted funds						
<b>Total funds</b>		64,450	-	36,885	101,334	67,837

The notes on pages 7 to 10 form part of these financial statements.

The financial statements were approved by the Management Committee on its behalf by :-

Mrs A Grix - Chair  
*AG*

Mrs N Englestone - Treasurer

*Englestone*  
*Englestone*

*AG*

**WORSTEAD PRE-SCHOOL**

**Statement of Financial Activities for the year ended 31 August 2024**

	Note	Unrestricted funds £	Restricted funds £	Designated funds £	Total 2024 £	Total 2023 £
<b>Incoming resources</b>						
<b>Incoming resources from generated funds:</b>						
Activities for generating funds	2	1,387	-	-	1,387	2,690
Investment income	3	-	-	531	531	307
<b>Total incoming resources from generated funds</b>		1,387	-	531	1,918	2,997
Incoming resources from charitable activities	4	139,459	-	-	139,459	73,996
Other incoming resources	5	25,942	-	-	25,942	8,150
<b>Total incoming resources</b>		166,788	-	531	167,319	85,143
<b>Resources expended</b>						
<b>Costs of generating funds</b>						
Fundraising trading cost of goods sold and other costs		-	-	-	-	-
<b>Total resources expended for generated funds</b>		-	-	-	-	-
Cost of charitable activities	6	125,915	-	-	125,915	83,665
Governance costs	7	897	-	-	897	748
Other resources expended	8	7,009	-	-	7,009	4,619
<b>Total resources expended</b>		133,821	-	-	133,821	89,032
<b>Net incoming resources for the year</b>		32,967	-	531	33,497	- 3,889
<b>Funds brought forward</b>		31,483	-	36,354	67,837	71,726
<b>Transfer between funds</b>		64,450	-	36,885	101,334	67,837
<b>Funds carried forward</b>		-	-	-	-	-
		64,450	-	36,885	101,334	67,837

## WORSTEAD PRE-SCHOOL

### 1 Accounting policies

**a. Basis of preparation**

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance 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 in October 2019 and the Charities Act 2011. The charity constitutes a public benefit as defined by FRS 102.

**b. Incoming resources**

Income from operating activities in furtherance of the charity's objects is included in the period in which the charity is entitled to receipt.

**c. Resources expended**

Resources expended are recognised in the period in which they are incurred.

**d. Grants**

Grants are recognised in full in the statement of Financial Activities in the year they are receivable

**e. Funds**

**Unrestricted funds**

These comprise funds which the trustees are free to use for any purpose in furtherance of the charity's objects.

**Restricted funds**

These comprise funds which have been received but must be spent on a specific type of expenditure.

**Designated funds**

The designated fund is represented by monies held in the Nat West Reserve Account set aside as a contingency fund.

**f. Tangible fixed assets**

Individual fixed assets are capitalised at cost. Depreciation is charged at the following rates:

- children's equipment 20% straight line
- computer equipment 20% straight line

**g. Debtors and creditors**

Debtors and creditors with no stated interest rate are recorded at transaction price.

**2 Activities for generating funds**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Funds raising	1,387	2,690
	<u>1,387</u>	<u>2,690</u>

**WORSTEAD PRE-SCHOOL**

<b>3</b>	Investment income	<b>Designated funds</b>	<b>2024</b>	<b>2023</b>	
		<b>£</b>	<b>£</b>	<b>£</b>	
	Bank interest	531	531	325	
		531	531	325	
<b>4</b>	Incoming resources from charitable activities	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Funds 2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	Fees	33,102		33,102	33,172
	Norfolk County Council	106,358		106,358	40,824
	Consumables	-		-	
		139,459	-	139,459	73,996
<b>5</b>	Other incoming resources	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Funds 2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	Miscellaneous	21,429		21,429	6,198
	Donations	195		195	118
	Other grants	4,318		4,318	1,817
		25,942	-	25,942	8,133
	Other grants included £nil (2023 -£1,817) released from deferred income.				
<b>6</b>	Costs of charitable activities	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Funds 2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	Wages	105,128	-	105,128	64,620
	Pensions	1,394	-	1,394	635
	Training courses	1,242	-	1,242	425
	Rent	8,221	-	8,221	8,262
	Repairs and renewals	4,138	-	4,138	1,884
	Children's equipment		-	-	948
	Insurance	1,283	-	1,283	1,124
	Printing postage and stationery	1,062	-	1,062	974
	Advertising	36	-	36	100
	Website expenses	40	-	40	
	Telephone	946	-	946	842
	Light and heat	471	-	471	1,354
	Craft materials	1,955	-	1,955	2,497
		125,915	-	125,915	83,665

**WORSTEAD PRE-SCHOOL**

<b>7</b>	<b>Governance costs</b>		<b>2024</b>	<b>2023</b>
			£	£
	Independent examiner's fee		897	748
			<u>897</u>	<u>748</u>
<b>8</b>	<b>Other resources expended</b>		<b>2024</b>	<b>2023</b>
			£	£
	Refreshments and staff entertainment		647	341
	Cleaning		1,340	626
	Subscriptions		1,864	1,195
	Miscellaneous		933	416
	Depreciation		2,226	2,042
			<u>7,009</u>	<u>4,620</u>
<b>9</b>	<b>Fixed assets</b>	<b>Children's Equipment</b>	<b>Computer Equipment</b>	<b>Total</b>
		£	£	£
	<b>Cost</b>			
	At 1 September 2023	12,542	3,491	16,033
	Additions	2,625	220	2,845
	Disposals			-
	At 31 August 2024	<u>15,167</u>	<u>3,711</u>	<u>18,878</u>
	<b>Depreciation</b>			
	At 1 September 2023	10,759	3,073	13,832
	Depreciation for the year	1,923	303	2,226
	Disposals			-
	At 31 August 2024	<u>12,682</u>	<u>3,376</u>	<u>16,058</u>
	<b>Net Book Value</b>			
	<b>At 31 August 2024</b>	<u>2,485</u>	<u>335</u>	<u>2,820</u>
	At 31 August 2023	<u>1,783</u>	<u>418</u>	<u>2,201</u>
<b>10</b>	<b>Debtors</b>		<b>2024</b>	<b>2023</b>
			£	£
	Fees		-	2,587
	Prepayments		796	685
	Taxation and social security		-	-
			<u>796</u>	<u>3,272</u>

**WORSTEAD PRE-SCHOOL**

<b>11</b>	<b>Cash at bank and in hand</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
	Nat West - Current Account	61,467	29,035
	Nat West - Reserve Account	36,885	36,355
	Petty Cash	333	565
		98,685	65,955

<b>12</b>	<b>Creditors - Amounts falling due within one year</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
	Trade creditors	70	70
	Other creditors	109	-
	Taxation and social security		983
	Accruals and deferred income	789	2,538
		967	3,591

**13 Trustee remuneration and expenses**

None of the trustee received any remuneration during the year.

Trustees were reimbursed for minor charity expenses during the year which were individually always less than £100.

<b>14</b>	<b>Employee emoluments</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
	Wages	105,128	64,620
	Employer's contribution to defined contribution pension schemes	1,394	635
		106,522	65,255

The average number of employees during the year was 8 (2023 - 8)

There were no employees who received total employee benefits of more than £60,000.

<b>15</b>	<b>Fund reconciliation</b>	<b>Balance at</b>		<b>Balance at</b>
		<b>01/09/2023</b>	<b>Income</b>	<b>31/08/2024</b>
		<b>£</b>	<b>£</b>	<b>£</b>
	Unrestricted Funds	31,483	166,788	64,450
	Designated Funds	36,354	531	36,885
	Total Unrestricted Funds	67,837	167,319	101,334
	Restricted Funds	-	-	-
	Total Funds	67,837	167,319	101,334

## WORSTEAD PRE-SCHOOL

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### **15 Fund reconciliation (continued)**

#### **Designated Funds**

Designated funds are held in the Business Reserve Account in case of emergencies, redundancies etc. These funds should cover three months trading and redundancy costs. At the year end the balance was equal to the estimate of such costs at £36,354 and therefore no transfer to the account was required.

### **16 Related party transactions**

There were no related party transactions during either this year or the previous year.

WORSTEAD PRESCHOOL  
 QUEEN ELIZABETH HALL, RUIN ROAD  
 WORSTEAD, NORFOLK, NR28 9WH  
 GB

**Paid**

Payment reference ID RMJ9w4LLu49g6Dp1Ymap  
 Sold by Amazon Business EU S.à.r.l, UK Branch  
 VAT # GB305634227

Invoice date / Delivery date	12 June 2025
Invoice #	GB54XI26ABEI
Total payable	£57.95

For customer support visit [www.amazon.co.uk/contact-us](http://www.amazon.co.uk/contact-us)

**Business address**

Worstead Preschool  
 Queen Elizabeth Hall, Ruin Road  
 Worstead, Norfolk, NR28 9WH  
 GB

**Delivery address**

Karen Norfolk  
 GREENFIELDS, WORSTEAD  
 NORTH WALSHAM, Norfolk, NR28 9SD  
 GB

**Sold by**

Amazon Business EU S.à.r.l, UK Branch  
 1 Principal Place, Worship Street  
 London, EC2A 2FA  
 United Kingdom  
 VAT # GB305634227

**Order information**

Order date	11 June 2025
Order #	203-2889232-8770767
Order placed by	Worstead Preschool

**Invoice details**

Description	Qty	Unit price ( excl. VAT )	VAT rate	Unit price ( incl. VAT )	Item subtotal ( incl. VAT )
Yellow Door Number Bonds to 10 Pebble Set   Early Number Sense   Maths for kids age 2 3 4 5   Early Educational Toys for Counting 1-10   Sequences   Odd and even   Numerals ASIN:B008NBZ8EQ	1	£23.29	20.0%	£27.95	£27.95
Yellow Door Lowercase Alphabet Pebbles   ABC Spelling lowercase letter Stones   Educational Toy for kids age 2 3 4 5   Durable Outdoor Learning   Set of 26   phonics and CVC words   literacy   words ASIN:B003DWKD1S	1	£25.00	20.0%	£30.00	£30.00

<b>Invoice total</b>			<b>£57.95</b>
	VAT rate	Item subtotal ( excl. VAT )	VAT subtotal
	20.0%	£48.29	£9.66
<b>Total</b>		<b>£48.29</b>	<b>£9.66</b>

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 Registered office of the company: L-1855 Luxembourg, Registered at the R.C.S. Luxembourg: B 140735

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