

Chair's Report 2020

After a hard but excellent year, Little Oaks continues to be a very successful Pre School.

The Pre School Provides different and fun learning, games and activities to help the children develop their brains.

Jill Brace (manager) and the other staff members provide a safe and educational area of learning that help the children in their own personal goals, helping each child get ready for their next step in life. The hard work from each staff member means that each child is ensured the best possible introduction to their education and important life skills.

While being the chair person for another year for the Little Oaks Committee, I have been able to see behind the scenes and witness first hand the hard work and dedication that the staff and fellow committee members have given to make this Pre School a truly magical and wonderful place for the children, the staff have a close bond meaning that this Pre School feels like a home and a family rather than just a place to go to work. The staff make sure that any topics covered are relevant and often inspired by the children interests, and are suitable for the age range at the school, from the new library where children can now hire reading books to take home to the mid kitchen allowing role and messy play.

We are proud to provide our local community with a special and unique Pre School with a OFSTED rated 'GOOD'. I believe this is the result of amazing quality staff members and the dedication and active support of the committee members from year to year.

Little Oaks is a Non Profit making organisation and is a registered charity, Therefore funding for Little Oaks is made up of 3 main factors.

1. government funding for the children.
2. offering extra add ons, holiday clubs and lunch clubs.
3. fundraising such as may fair, christmas market and other charity days where we can advertise out pre school, sponsored collects.

All the three factors mean that we are able to keep the Pre school at the current level and for all the staff to keep their main focus on caring for the children, given them the best possible opportunities. Members of the committee make a huge difference to the Pre School in many ways, by organizing events, and collecting donations from local places and generally given generously, also being there to step in when needed.

As a Charitable Little Oaks needs to have an active and supportive committee and needs to continue from year to year, without this the Pre School would not be able to operate, meaning the Pre school would cease to exist. Members of our committee are volunteers, who are primarily parents of the children attending Little Oaks are happy to be playing a vital role in the Pre school from administration to maintenance. All members and parents are equally important to the future of the Pre School and help keep Little Oaks running smoothly.

During some summer holidays Jill and her team offer two weeks for holiday club, for this to be successful we need to have advertisement and the committee's support along with the hard work and inspiration from the staff members, we advertise these camps with leaflets and posters at local events. Each year the Pre School comes up with a different theme from Julia Donaldson inspired stories to Pirates hiding their treasure, The staff work tirelessly to decorate the school in such

themes making it magical for the children, children that don't usually go to the Pre School during term times are also invited to participate in the holiday camps, meaning new friends can be made and the children can bring new ideas to the days activities.

As a committee we work hard all year round supporting Jill and the staff to succeed in other fundraising activities, last year 2019 we held our second christmas market bringing in, out side stall companies such as health care and other home made items, the committee organised and arranged fees for the stall holders and also helped out on the night from selling raffle tickets to serving hot chocolate and mince pies. This market was hugely successful especially with the dedication to a staff member that made and sold her own home made items, with knowing what the children loved she was able to focus on what would make the most money, all profit was kindly given back to the preschool, and again the market gave us more money to bank.

we also hold our may fair again one of the bigger fundraiser that we offer, we include all the children and get them on stage seeing songs for friends and families, this also allows shows the theme for that years holiday club, we advertise on social media and hand out leaflets and posters to local parents and to near by residents meaning we get the best possible out come for the day, lets just keep fingers crossed for great weather each year.

I am happy to report that financially we are safe and we are due to take out the money we had put into savings, now looking to do the same again. we can happily cover costs in the building which is around 19 years into a 25 year life span needs or requires any additional work, we have just installed a new up to date boiler, we have security cameras around the preschool allowing 24 hrs video link and we have also added a huge area of astro turf meaning that the full garden area can be used in all weather. This has all been possible due to the full day sessions, invoicing and the fundraising throughout the year.

This year we as a committee and all the staff are focusing on three targets

1. 'Outstanding' level of childcare from OFSTED.
2. new toilet area for the children.
3. New exterior doors.

Hayley Knee

Little Oaks Chair Person

Balance Sheet as at 31 July 2020

		Total Funds £	Prior Year Funds £
Fixed Assets			
Tangible assets	Note 11	50,902	45,035
Current Assets			
Debtors and prepayments	Note 8	665	284
Cash at bank and in hand		57,217	64,191
		<u>57,882</u>	<u>64,475</u>
Liabilities			
Creditors: amounts falling due within 1 year	Note 9	<u>1,155</u>	<u>805</u>
Net asset or liabilities excluding pension asset or liability		56,727	63,670
Defined benefit pension scheme asset or liability		0	0
Total net assets		<u>107,629</u>	<u>108,705</u>
The funds of the charity			
Endowment funds		0	0
Restricted funds		0	3,000
Unrestricted funds		107,629	105,705
Revaluation reserve		0	0
Pension reserve		0	0
Total charity funds		<u>107,629</u>	<u>108,705</u>

Approved by: Pauline Cutbill

Date: 26.04.21

Little Oaks Pre-School (Frimley)

Notes to the Accounts

Year to 31 July 2020

1. Basis of preparation

1.1 Basis of accounting

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 accounts 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 on 16 July 2014

and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)

and with the Charities Act 2011

The charity constitutes a public benefit entity as defined by FRS 102

1.2 Going concern

The trustees are of the view that funding from Surrey County Council and fees charged to parents will be sufficient to cover normal operating costs and on this basis the charity is a going concern.

1.3 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period.

2. Accounting policies

2.1 Recognition of income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met and it is probable that the income will be received and the amount can be measured reliably. Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

There has been no offsetting of assets and liabilities or income and expenses unless required or permitted by the FRS 102 SORP or FRS 102.

The charity has received government grants in the reporting period - Surrey County Council funding for children attending the Pre-School.

Income from interest, royalties and dividends: This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

2.2 Expenditure and liabilities

Liability recognition: Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty

Redundancy cost: The charity made no redundancy payments during the reporting period.

Creditors: The charity has creditors which are measured at settlement amounts less any trade discounts

Provisions for liabilities: A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

2.3 Assets

Tangible fixed assets for use by charity: These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost. The depreciation rates and methods used are disclosed in note 11.

Debtors: Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

3. Trustee expenses and remuneration.

No trustee expenses have been incurred.

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity or a related entity.

4. Related party transactions

There are no related party transactions.

5. Disclosure of audit, independent examination and other financial service fees

	2020	2019
	£	£
Independent examination fees	150	150

6. Grants Receivable

	2020	2019
	£	£
Coronavirus Job Retention Scheme	7,278	-
Surrey County Council	440	-
Groundwork UK	-	3,000
	<u>7,718</u>	<u>3,000</u>

In April 2019 a grant of £3000 was received to be used for improvements to the outside area. Work commenced on this in August 2019
Surrey County Council awarded an Inclusion Grant of £440 which was used to support a child with special needs.
An amount of £7278 was received under the Coronavirus Job Retention Scheme which was used to pay furlough salaries.

7. Paid employees

Staff costs are comprised of

	2020	2019
	£	£
Salaries (net) and staff welfare	63,429	63,995
Social security costs	5,509	4,177
Pension contributions	168	-
	<u>69,106</u>	<u>68,172</u>

There are no employees who received employee benefits of more than £60,000
During the reporting period there were an average of 5 employees

8. Debtors

	2020	2019
	£	£
Trade debtors	-	-
Prepayments	665	284
	<u>665</u>	<u>284</u>

9. Creditors: amounts falling due within 1 year

	2020	2019
	£	£
Trade creditors	578	605
Accruals and deferred income	577	200
Taxation and social security	-	-
	1,155	805

10. Movement of Funds

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds
	£	£	£	£
Balance as at 1st August 2019	105,705	3,000	-	108,705
Net incoming/(outgoing) resources	1,924	- 3,000	-	- 1,076
	107,629	-	-	107,629

11. Tangible fixed assets

11.1 Cost

	Building Area	Play Area	Total
At beginning of year	54,924	1,370	56,294
Additions	1,142	4,725	5,867
Disposals	-	-	-
At end of year	56,066	6,095	62,161

11.2 Depreciation

	Building Area	Play Area	Total
At beginning of year	10,985	274	11,259
Disposals	-	-	-
Depreciation	-	-	-
Impairment	-	-	-
At end of year	10,985	274	11,259

11.3 Net Book Value

At beginning of year	43,939	1,096	45,035
At end of year	45,081	5,821	50,902

Statement of Financial Activities

Year to 31 July 2020

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Prior Year Funds
	£	£	£	£	£
Income and endowments from					
Charitable activities					
Pre-School fees including Surrey CC funding	67,507	0	0	67,507	73,335
Grants - other	0	7,718	0	7,718	3,000
Lunch Club fees	770	0	0	770	3,010
Holiday Club	0	0	0	0	980
Other trading activities					
Fundraising	3,848	0	0	3,848	2,863
Other income					
Late payment fees	45	0	0	45	225
Sundry income	588	0	0	588	0
Gross interest	758	0	0	758	0
	<u>73,516</u>	<u>7,718</u>	<u>0</u>	<u>81,234</u>	<u>83,413</u>
Expenditure on					
Raising funds					
Fundraising	530	0	0	530	600
Charitable activities					
Salaries	61,388	7,718	0	69,106	67,792
Premises costs	7,319	0	0	7,319	8,725
Training	0	0	0	0	0
Materials, equipment, uniform	936	0	0	936	2,800
Insurance	1,140	0	0	1,140	1,242
Professional fees	2,684	0	0	2,684	1,542
Administrative costs	487	0	0	487	1,321
Other					
Bad debts	0	0	0	0	0
Bank charges and sundry costs	108	0	0	108	133
	<u>74,592</u>	<u>7,718</u>	<u>0</u>	<u>82,310</u>	<u>84,155</u>
Net (expenditure)/income	-1,076	0	0	-1,076	-742
Transfers between funds	3,000	-3,000	0	0	0
Net movement in funds	1,924	-3,000	0	-1,076	-742
Reconciliation of funds					
Total funds brought forward	105,705	3,000	0	108,705	109,447
Total funds carried forward	107,629	0	0	107,629	108,705



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Little Oaks Pre-School, Frimley

On accounts for the year
ended

31st July 2020

Charity no
(if any)

802781

Set out on pages

1-5

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/ 07/ 2020.

Responsibilities and
basis of report

As the charity's 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 Trust's accounts carried out under section 145 of the 2011 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 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.

Signed:

Date:

29/03/2021

Name:

Janet Phillips

Address:

243 Lynchford Road

Farnborough

Hampshire GU14 6HH

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.

