Charity registration number: 1033570

Trentham Playgroup

known as

Trentham Pre-School

Annual Report and Financial Statements

for the Year Ended 31 July 2019

known as Trentham Pre-School

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8 to 18

known as Trentham Pre-School

Reference and Administrative Details

Trustees Senior Management Team	Scott Grindey, Chair Lauren Sadler, Treasurer Eleanor Birch, Vice Treasuer Lauren Sanders, Secretary Alaina Evans, Vice Secretary Karen Gavin, Ofsted Nominated Person Lucy Gavin, Manager Vanessa Alcock, Deputy Manager
Principal Office	40 New Inn Lane Trentham Stoke-on-Trent Staffordshire ST4 8EX
Charity Registration Number	1033570
Independent Examiner	Daryl Denson ACMA VAST The Dudson Centre Hope Street Stoke-on-Trent ST1 5DD

known as Trentham Pre-School

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 July 2019.

Trustees

Tracey Eaton, Chair (resigned 15 July 2019) Scott Grindey, Chair Lauren Sadler, Treasurer Eleanor Birch, Vice Treasuer (appointed 26 March 2019) Rebeca Lindop, Vice Chair (resigned 26 March 2019) Lauren Sanders, Secretary Jocey Bracegirdle, Vice Treasurer (resigned 26 March 2019) Karen Gavin, Ofsted Nominated Person

Objectives and activities

Objects and aims

To enhance the development and education of children under statutory school age, by encouraging parents to understand and provide for the needs of their children through community groups. To ensure that all children are given an opportunity to achieve their full potential, in a safe and secure environment, whilst ensuring that we remain accessible to all sections of the local community.

Objectives, strategies and activities

The charity is a small pre-school education setting for childen aged between 2 and 5 years. We provide care between 9.00am and 4.30pm Monday to Friday for up to 24 children at one time. We provide half day and full day sessions. The pre-school works closely with the local community and is proud of the relationships that we have gained.

Public benefit

Our pre-school is open to all in our local community between the ages of 2 and 5 years old. We advertise locally and work with the local authority to ensure that we are inclusive. We work within the framework of the Early Years Foundation Stage (EYFS) and we believe that all children deserve the best possible start in life.

The Trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

We had 8 children aged 3 stay for their nursery year, this is 3 more children than the previous year. We raised £1,748 in fundraising through the Christmas makes, a "welly wang" and the summer raffle.

Financial review

The results for the year are set out in the Statement of Financial Activities.

known as Trentham Pre-School

Trustees' Report

Policy on reserves

Unrestricted free reserves at the year end were £37,401 (2018: £54,343). Our current account has a fluctuating balance which includes £18,500 to cover additional expenditure and reduced income during the autumn term, when the number of children attending the pre-school is traditionally lower. This allows the pre-school to continue to pay staff salaries and utility costs and ensures that parents and staff feel secure with the pre-school's future. Our reserves are also kept to cover redundancy payments, should the pre-school close and also enables us to perform maintenance and repairs upon our buildings.

Principal funding sources

Our principal funding sources are unrestricted grants of "Nursery Education Funding" which is funded by Stoke-on-Trent City Council, fees from parents who are able to afford a contribution towards their child's early learning education provision and employer childcare voucher schemes.

Structure, governance and management

Nature of governing document

The Charity is operated under the rules of its constitution adopted on 16 June 1993 and amended in November 2012 and November 2015.

Recruitment and appointment of trustees

Trustees are appointed at our Annual General Meeting each year and are voted on by parents who have children attending the pre-school.

Major risks and management of those risks

Occupancy Levels

Our main issue which we face are the number of children who reach the statuatory age for starting a primary school education, which we lose from our register and this drastically affects occupany levels during the first term of the school year, particually in September.

We advertise locally and complete marketing exercises such as leaflet drops within the surrounding area. We also hold reserves to take into account the covering of expenses when our income rates are lowered, particularly during the autumn term.

Important non-adjusting events after the financial period

The Covid-19 pandemic has had a serious effect on the pre-school, we closed to children on the 23 March 2020 expecting a few keyworker children, no keyworker children attended so the pre-school furloughed all staff except a manager and a new member of staff who could not be furloughed, (we have been able to claim 27.5% and then have made wages up to the 80%). The manager and one staff member continued to attend doing paperwork and small maintenance jobs. As the pre-school has been unable to take any new children and are unable to show prospective parents around the setting numbers for September 2020 are looking very low. We, as a committee, have made the decision to make some redundancies, this will reduce weekly costs to hopefully enable us to continue until numbers of children and parental confidence is regained.

known as Trentham Pre-School

Trustees' Report

The annual report was approved by the trustees of the charity on 30 July 2020 and signed on its behalf by:

Scott Grippey Trustee

known as Trentham Pre-School

Independent Examiner's Report to the trustees of Trentham Playgroup

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 July 2019 which are set out on pages 6 to 18.

Respective responsibilities of trustees and examiner

As the charity's trustees of Trentham Playgroup 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 Trentham Playgroup'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 giving me cause to believe that in any material respect:

- 1. accounting records were not kept in respect of Trentham Playgroup 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 accounting 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.

Daryl Denson ACMA

VAST The Dudson Centre Hope Street Stoke-on-Trent ST1 5DD

24 September 2020

known as Trentham Pre-School

Statement of Financial Activities for the Year Ended 31 July 2019

	Note	Unrestricted funds £	Restricted funds £	Total 2019 £
Income and Endowments from:				
Donations and legacies Charitable activities	2	61,113	274	61,387
Other trading activities	3 4	23,072 1,474	-	23,072 1,474
Investment income	4 5	40		40
Total Income		85,699	274	85,973
Expenditure on:				
Raising funds		(73)	-	(73)
Charitable activities	6	(102,842)		(102,842)
Total Expenditure		(102,915)		(102,915)
Net movement in funds		(17,216)	274	(16,942)
Reconciliation of funds				
Total funds brought forward		54,343	171,664	226,007
Total funds carried forward	17	37,127	171,938	209,065
	Note	Unrestricted Funds £	Restricted funds £	Total 2018 £
Income and Endowments from:		-	~	~
Donations and legacies	2	77,594	-	77,594
Charitable activities	3	23,585	-	23,585
Other trading activities	4	888	-	888
Investment income	5	14		14
Total Income		102,081		102,081
Expenditure on: Charitable activities	6	(111,271)		(111,271)
Total Expenditure		(111,271)		(111,271)
Net movement in funds		(9,190)	-	(9,190)
Reconciliation of funds				
Total funds brought forward		63,533	171,664	235,197
Total funds carried forward	17	54,343	171,664	226,007

All of the charity's activities derive from continuing operations during the above two periods.

known as Trentham Pre-School

(Registration number: 1033570) Balance Sheet as at 31 July 2019

	Note	2019 £	2018 £
Fixed assets			
Tangible assets	12	171,664	171,664
Current assets			
Debtors	13	2,067	9,686
Cash at bank and in hand	14	36,643	46,080
		38,710	55,766
Creditors: Amounts falling due within one year	15	(1,309)	(1,423)
Net current assets		37,401	54,343
Net assets		209,065	226,007
Funds of the charity:			
Restricted income funds			
Restricted funds		171,938	171,664
Unrestricted income funds			
Unrestricted funds		37,127	54,343
Total funds	17	209,065	226,007

The financial statements on pages 6 to 18 were approved by the trustees, and authorised for issue on 30 July 2020 and signed on their behalf by:

Scott Grindey Trustee

known as Trentham Pre-School

Notes to the Financial Statements for the Year Ended 31 July 2019

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Trentham Playgroup meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Exemption from preparing a cash flow statement

The charity opted to adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

known as Trentham Pre-School

Notes to the Financial Statements for the Year Ended 31 July 2019

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class

Buildings

Depreciation method and rate 0% - the residual value is not materially different from the carrying value of the asset 20% - on a straight line basis

Fixtures, Fittings and Equipment

known as Trentham Pre-School

Notes to the Financial Statements for the Year Ended 31 July 2019

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

known as Trentham Pre-School

Notes to the Financial Statements for the Year Ended 31 July 2019

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2019 £	Total 2018 £
Grants, including capital grants;				
Government grants	61,113	-	61,113	77,594
Grants from other charities		274	274	
	61,113	274	61,387	77,594

3 Income from charitable activities

	Unrestricted		
	funds	Total	Total
	General	2019	2018
	£	£	£
Provision of pre-school education and			
development	23,072	23,072	23,585

known as Trentham Pre-School

Notes to the Financial Statements for the Year Ended 31 July 2019

4 Income from other trading activities

Fundraising	Unrestricted funds General £ 1,474	Total 2019 £ 1,474	Total 2018 £ 888
-	1,474	1,474	888
5 Investment income			
	Unrestricted funds General £	Total 2019 £	Total 2018 £
Interest receivable and similar income;	-	~	
Interest receivable on bank deposits	40	40	14

known as Trentham Pre-School

Notes to the Financial Statements for the Year Ended 31 July 2019

6 Expenditure on charitable activities

	Unrestricted funds		
	General £	Total 2019 £	Total 2018 £
Staff costs	88,070	88,070	93,702
Play equipment & resources	2,314	2,314	2,641
Purchase of uniforms	343	343	49
Training	76	76	556
Cleaning, repairs & maintenace	3,178	3,178	5,062
Rates	1,152	1,152	1,041
Refreshments	359	359	657
Utilities	3,826	3,826	3,990
Office expenses	89	89	103
Staff christmas meal	161	161	372
Subscriptions, legal & professional	1,741	1,741	1,531
Insurance	1,377	1,377	1,234
Advertising	-	-	190
Sundries	156	156	143
	102,842	102,842	111,271

 \pounds 102,842 (2018 - \pounds 111,271) of the above expenditure was attributable to unrestricted funds and \pounds Nil (2018 - \pounds Nil) to restricted funds.

Included in the expenditure analysed above, there are governance costs of £630 (2018 - £540) which relate directly to charitable activities. See note 7 for further details.

7 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2019 £	Total 2018 £
Independent examiner fees Examination of the financial statements	630	630	540
	630	630	540

known as Trentham Pre-School

Notes to the Financial Statements for the Year Ended 31 July 2019

8 Government grants

The Charity receives unrestricting funding in the form of grants from the Nursery Education Fund, which is funded by Stoke-on-Trent City Council as part of their "Free Nursery Education Funding" scheme, which provides free childcare for two, three and four year old children within the city.

The amount of grants recognised in the financial statements was $\pounds 61,113$ (2018 - $\pounds 92,434$). There are no unfulfilled conditions at the year end relating to this grant.

9 Trustees remuneration and expenses

No trustees have received any remuneration from the charity during the year. No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

10 Staff costs

The aggregate payroll costs were as follows:

	2019 £	2018 £
Staff costs during the year were:		
Wages and salaries	86,517	92,629
Social security costs	85	253
Pension costs	1,468	820
	88,070	93,702

- - - -

- - - -

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2019 No	2018 No
Average number of persons employed	8	9

5 (2018 - 6) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £1,468 (2018 - £820).

During the year, the charity made redundancy and/or termination payments which totalled \pounds Nil (2018 - \pounds 730).

No employee received emoluments of more than £60,000 during the year

The total employee benefits of the key management personnel of the charity were £34,950 (2018 - £33,609).

known as Trentham Pre-School

Notes to the Financial Statements for the Year Ended 31 July 2019

11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

12 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Total £
Cost			
At 1 August 2018	171,664	3,386	175,050
At 31 July 2019	171,664	3,386	175,050
Depreciation At 1 August 2018		3,386	3,386
At 31 July 2019		3,386	3,386
Net book value			
At 31 July 2019	171,664		171,664
At 31 July 2018	171,664		171,664
13 Debtors			
		2019 £	2018 £
Prepayments		~ 1,101	~ 1,018
Other debtors		966	8,668
		2,067	9,686
14 Cash and cash equivalents			
		2019 £	2018 £
Cash on hand		21,519	31,185
Cash at bank		15,124	14,895
		36,643	46,080

known as Trentham Pre-School

Notes to the Financial Statements for the Year Ended 31 July 2019

15 Creditors: amounts falling due within one year

	2019 £	2018 £
Trade creditors	239	-
Other taxation and social security	470	621
Other creditors	-	262
Accruals	600	540
	1,309	1,423

known as Trentham Pre-School

Notes to the Financial Statements for the Year Ended 31 July 2019

16 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £Nil (2018 - £Nil).

17 Funds

	Balance at 1 August 2018 £	Incoming resources £	Resources expended £	Balance at 31 July 2019 £
Unrestricted funds				
<i>Unrestricted general funds</i> General Fund	54,343	85,699	(102,915)	37,127
Restricted funds Capital Fund Co-op Local Community Fund	171,664	274		171,664 274
Total restricted funds	171,664	274		171,938
Total funds	226,007	85,973	(102,915)	209,065
	Balance at 1 August 2017 £	Incoming resources £	Resources expended £	Balance at 31 July 2018 £
Unrestricted funds				
<i>General</i> General Fund	63,533	102,081	(111,271)	54,343
Restricted funds Capital Fund	171,664	<u> </u>	<u> </u>	171,664
Total funds	235,197	102,081	(111,271)	226,007

The specific purposes for which the funds are to be applied are as follows:

Capital Fund The capital fund holds the value of the charity's property.

Co-op Local Community Fund

To help fund the purchase of an interactive whiteboard and fixtures.

known as Trentham Pre-School

Notes to the Financial Statements for the Year Ended 31 July 2019

18 Analysis of net assets between funds

Tangible fixed assets Current assets	Unrestricted funds General £ - 38,436	Restricted funds £ 171,664 274	Total funds 2019 £ 171,664 38,710
Current liabilities	(1,309)		(1,309)
Total net assets	37,127	171,938	209,065
	Unrestricted funds General £	Restricted funds £	Total funds 2018 £
Tangible fixed assets	-	171,664	171,664
Current assets Current liabilities	55,766 (1,423)		55,766 (1,423)
Total net assets	54,343	171,664	226,007

19 Related party transactions

During the year the charity made the following related party transactions:

L Gavin

(Daughter of trustee K Gavin)

L Gavin is employed as the manager of the charity with the charity's standard terms of employment. Her total remuneration for the year (including pension contributions) was £19,506 (2018:£18,279). At the balance sheet date the amount due to/from L Gavin was £Nil (2018 - £Nil).

20 Non-adjusting events after the financial period

The Covid-19 pandemic has had a serious effect on the pre-school, we closed to children on the 23 March 2020 expecting a few keyworker children, no keyworker children attended so the pre-school furloughed all staff except a manager and a new member of staff who could not be furloughed, (we have been able to claim 27.5% and then have made wages up to the 80%). The manager and one staff member continued to attend doing paperwork and small maintenance jobs. As the pre-school has been unable to take any new children and are unable to show prospective parents around the setting numbers for September 2020 are looking very low. We, as a committee, have made the decision to make some redundancies, this will reduce weekly costs to hopefully enable us to continue until numbers of children and parental confidence is regained.