



ULCEBY PRE-SCHOOL & OUT OF SCHOOL CLUB

Annual Report
Year End 31st July 2020

Registered Charity

Company & Charity Information for the Year End 31st July 2020

| Board of Directors & Trustees |
|---|
| Ben Waldron-Lund – Chairman Kelly Moore – Secretary Rosemary Jackson – Church Rep & Member Christina Hawksworth – Started 16 th July 2020 |
| Director Only |
| Ann-Marie Massey Staff Member |

Official Information

Registered Office

Ulceby Pre-School & Out of
School Club, Church Lane,
Ulceby, North Lincolnshire,
DN39 6TB

Registered Charity

1003427

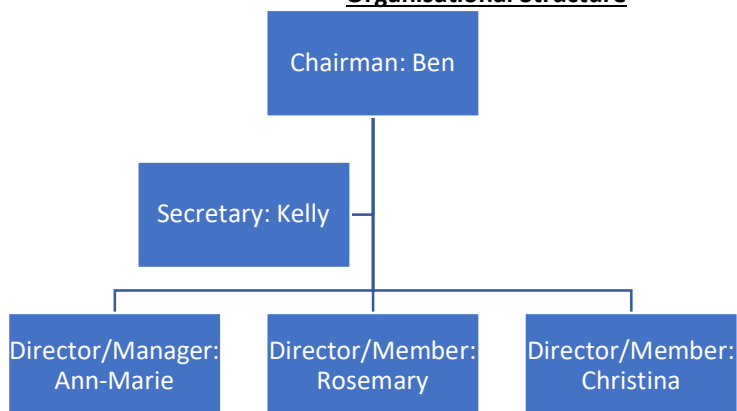
Registered with Charity Commission

| Independent Examiner |
|--|
| Voluntary Action North Lincolnshire 4-6 Robert Street, Scunthorpe, North Lincolnshire, DN15 6NG |

| Bankers: |
|---|
| CAFBank, 25 Kings Hill Avenue, Kings Hill, West Milling, ME19 4JQ |

| Our profile at a glance | | |
|--|------------------------|-------------------|
| Board Expertise | Board Gender split | Board Nationality |
| Our Board has a combined 45 years' experience within the charity and business sector | 1 = Male 3 = Female | White British |

Organisational Structure



Report of the board of Trustees for Year-end July 2020

The directors/trustees present their report with financial statements of the charity & company for the year end

Reference & Administration Details of charity, trustees & Advisors

Charity Name: Ulceby Pre-School & Out of School Club
Charity Registration: 1003427
Registered Office: Ulceby Pre-School, Church Lane, Ulceby, North Lincolnshire, DN39 6TB

Directors & Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law throughout this report are referred to as the trustees

Trustees

Ben Waldron-Lund
Kelly Moore
Rosemary Jackson
Christina Hawksworth

Executive Management of Charity: Ben Waldron-Lund
Day to day management of EYFS setting: Ann-Marie Massey

Structure, Governance & Management

Governance

Ulceby Pre-School & Out of School Club Ltd is a registered Charity and a company limited by guarantee by Memorandum & Articles of association adopted on 20th April 2020.

The company was formed on 20th April 2020. The Charity was formed April 1997.

Every member of charity undertakes to contribute a maximum of £1 in the event of the charity winding up.

Recruitment & Appointment of Trustees

The trustees form the Executive Committee of the charity are elected at the Annual General Meeting by the members of the charity – Usually 3-year term. The board of trustees aim to appoint members who have experience in the following areas:

| | | | | |
|--------------------------|-------------|--------------------|-------------|---------------------|
| (1) Early Years | (2) Ofsted | (3) Charity | (4) Company | (4) Health & Safety |
| (5) Community Programmes | (6) Finance | (7) Administration | (8) HR | |

Trustee induction & Training

All of our new trustees go through a rigorous induction process in order to become a member. This process:

| | | | |
|--------------------------|-------------------------|---------------------|-----------------------|
| (1) Complete Application | (2) Acceptance of Board | (3) Ofsted EY2 Form | (4) Setting Induction |
| (5) DBS Application | (6) Approval of Board | (7) Become Member | (8) First Meeting |

Aims & Objectives

Aim

We are a committee run setting that aim to work alongside parents, carer's and children to provide a friendly, caring environment, strengthening children, families and communities. We

We aim to:

- Enable children to blossom in a nurturing environment
- Provide an inspiring approach to education
- Provide a foundation for the future

Objectives

To enhance the development and education of children by encouraging parents to understand and provide for the needs of their children through community groups and by:

- Offering appropriate play, education and care facilities, family learning and extended hours group, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children regardless of race, culture, religion, means or ability.
- Encourage the study of the needs of such children and their families and promoting public interest in and recognition of such needs in local areas

Unfortunately, due to this COVID-19 Situation, we have lost a conservable amount of income for the months between April and May 2020. We have gained the small business grant, provided by North Lincolnshire Council to help and support our Charity & Business aspects.

Staff Information

We currently employ seven (7) members of staff for Year ending 31st July 2020.

As we are a small employer, we do apply for the Employment support allowance to help support employer National Insurance Costs.

We currently have our Payroll from Kirklees Council in partnership with Early Years Alliance.

All staff members undergo extensive recruitment & Disclosure checks from ourselves and Ofsted Requirements.

All staff are currently qualified from Level 2 Childcare and above.

Main activities of Year

Our principal activities and objectives for the coming year was to provide early years education to Ulceby and surrounding areas. We also support the school network with Breakfast Club and out of School club activities.

During the School holidays, we operate a holiday club open to all children aged 4-11 years old, providing a variety of activities each day for them to attend.

We have all experienced the unfortunate events of COVID-19 and we are all in the same situation with regards to financial and social losses, we aim that the new financial year will bring a better outcome and prospects to us for the charity and business.

We aim to continue to raise our profile and support the wider community through partnership work to enable us to strengthen our connections with Ulceby St Nicholas School, Ulceby Village Hall Association and Ulceby Church and the Diocese.

We have continued to generate income from a variety of activities and grants that have been available to us throughout many streams of funding.

Reserves Policy

The Board of Directors/Trustee's aim to hold at least 3 months of designated funds in our reserve account to cover the core expenses. General funds are to be used and reinvested in accordance with the Charity's Memorandum of Association and the charity objectives contained therein.

Investments

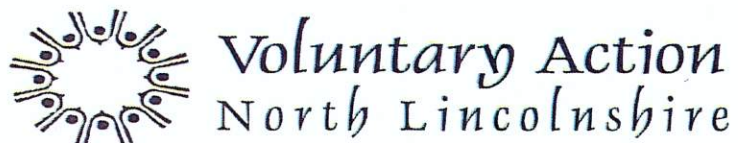
At this current moment in time, we don't hold any investments for Ulceby Pre-School. However, we are looking at this for the next financial year to help sustain our work and be able to continue in the future.

A handwritten signature in black ink, appearing to read "B. J. Walldorf", followed by a long horizontal line that ends in a small loop.

Ulceby Pre-School & Out of School Club

Registered Charity No: 1003427

Financial Accounts for the year ending 31 July 2020



Ulceby Pre-School & Out of School Club

List of Trustees

Chair: Ben Waldron-Lund
Treasurer: Michelle Masterman
Secretary: Kelly Moore
Trustees: Rosemary Jackson

Contact Address: Mr B Waldron-Lund
Ulceby Pre-School &
Out of School Club
Church Lane
Ulceby
DN39 6TB

Bankers: CAF Bank
25 Kings Hill Avenue
Kings Hill
West Mailing
Kent
ME19 4JQ

Ulceby Pre-School & Out of School Club

Receipts and Payments Account

As at 31 July 2020

Receipts

| | 2020 | | | 2019 | | |
|-----------------------------|------------------|------------------|------------------|------------|------------------|------------------|
| | Restricted | Unrestricted | Total | Restricted | Unrestricted | Total |
| Funding - NLC | - | 38,996.00 | 38,996.00 | - | 47,218.00 | 47,218.00 |
| Fees | - | 20,818.00 | 20,818.00 | - | 24,129.00 | 24,129.00 |
| Fundraising | - | 150.00 | 150.00 | - | 545.00 | 545.00 |
| Donations | - | 83.00 | 83.00 | - | 79.00 | 79.00 |
| Sundries | - | 342.00 | 342.00 | - | 1,078.00 | 1,078.00 |
| North Lincons Grant - Covid | - | 10,000.00 | 10,000.00 | - | - | - |
| Funding - Co-op | 2,163.00 | - | 2,163.00 | - | - | - |
| Funding - CJRS | 15,886.00 | - | 15,886.00 | - | - | - |
| | <u>18,049.00</u> | <u>70,389.00</u> | <u>88,438.00</u> | <u>-</u> | <u>73,049.00</u> | <u>73,049.00</u> |

Payments

| | 2020 | | | 2019 | | |
|------------------------------|------------------|------------------|------------------|------------|------------------|------------------|
| | Restricted | Unrestricted | Total | Restricted | Unrestricted | Total |
| Salaries | 15,886.00 | 52,895.00 | 68,781.00 | - | 66,494.00 | 66,494.00 |
| Rent & Services | - | 3,953.00 | 3,953.00 | - | 5,055.00 | 5,055.00 |
| Maintenance & Repairs | - | 130.00 | 130.00 | - | 592.00 | 592.00 |
| Milk | - | 466.00 | 466.00 | - | 499.00 | 499.00 |
| PLA Membership & Insurance | - | 1,370.00 | 1,370.00 | - | 1,197.00 | 1,197.00 |
| Training | - | 246.00 | 246.00 | - | 567.00 | 567.00 |
| Consumables including snacks | - | 2,313.00 | 2,313.00 | - | 2,367.00 | 2,367.00 |
| Postage & Stationary | - | 241.00 | 241.00 | - | 482.00 | 482.00 |
| PLA Costs | - | - | - | - | 578.00 | 578.00 |
| Sundries | - | 375.00 | 375.00 | - | 1,375.00 | 1,375.00 |
| Co-op Expenditure | 714.00 | - | 714.00 | - | - | - |
| Capital Expenditure | - | 1,257.00 | 1,257.00 | - | - | - |
| Cash Difference | - | 281.00 | 281.00 | - | - | - |
| | <u>16,600.00</u> | <u>63,527.00</u> | <u>80,127.00</u> | <u>-</u> | <u>79,206.00</u> | <u>79,206.00</u> |

Receipts less payments

| | 2020 | | | 2019 | | |
|----------|-----------------|-----------------|-----------------|------------|-----------------|-----------------|
| | Restricted | Unrestricted | Total | Restricted | Unrestricted | Total |
| Receipts | 18,049.00 | 70,389.00 | 88,438.00 | - | 73,049.00 | 73,049.00 |
| Payments | 16,600.00 | 63,527.00 | 80,127.00 | - | 79,206.00 | 79,206.00 |
| Total | <u>1,449.00</u> | <u>6,862.00</u> | <u>8,311.00</u> | <u>-</u> | <u>6,157.00</u> | <u>6,157.00</u> |

Grants & Expenditure

| | 2019 | | | 2018 | | |
|-------------------------|------------|--------------|-----------|------------|--------------|-----------|
| | Restricted | Unrestricted | Total | Restricted | Unrestricted | Total |
| Capital Grant rec'd | - | - | - | - | - | - |
| Capital Grant expend | - | - | - | - | - | - |
| Capital surplus | - | - | - | - | - | - |
| Cash funds brought f/wd | - | 13,823.00 | 13,823.00 | - | 19,980.00 | 19,980.00 |
| Cash funds carried f/wd | 1,449.00 | 20,685.00 | 22,134.00 | - | 13,823.00 | 13,823.00 |

Ulceby Pre-School & Out of School Club

Statement of Assets and Liabilities As at 31 July 2020

Current Assets

| | 2020 | | | 2019 | | |
|----------|------------|--------------|-----------|------------|--------------|-----------|
| | Restricted | Unrestricted | Total | Restricted | Unrestricted | Total |
| Caf Bank | 1,449.00 | 20,228.00 | 21,677.00 | - | 19,980.00 | 19,980.00 |
| Cash | - | 456.00 | 456.00 | - | 20.00 | 20.00 |
| Total | 1,449.00 | 20,684.00 | 22,133.00 | - | 19,980.00 | 19,980.00 |

Fixed Assets

| | Restricted | Unrestricted | Total | Restricted | Unrestricted | Total |
|---|------------|--------------|-----------|------------|--------------|----------|
| Pre-School Building Owned - Value not known | - | - | - | - | - | - |
| Equipment at cost | - | 10,753.00 | 10,753.00 | - | 9,496.00 | 9,496.00 |
| Total | - | 10,753.00 | 10,753.00 | - | 9,496.00 | 9,496.00 |

Total Assets

| | Restricted | Unrestricted | Total | Restricted | Unrestricted | Total |
|----------------|------------|--------------|-----------|------------|--------------|-----------|
| Current Assets | 1,449.00 | 20,684.00 | 22,133.00 | - | 19,980.00 | 19,980.00 |
| Fixed Assets | - | 10,753.00 | 10,753.00 | - | 9,496.00 | 9,496.00 |
| Total | 1,449.00 | 31,437.00 | 32,886.00 | - | 29,476.00 | 29,476.00 |

Accounts signed on behalf of the Committee

[Signature] BJ Wardlaw-Webb

Date

4-3-21

4-3-21

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

As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act. 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 limited to those matters set out in the statement below.

Only a cross section of the accounting records was reviewed to ascertain the accuracy and legitimacy of the surrendered documentation.

Independent examiner's statement

Overall the records that were reviewed were accurate and evidence was provided which substantiated the expenditure and the income stated. However certain matters have come to my attention to which the attention of the trustees should be brought:

- 1) The cash records were not totally complete and a cash difference has been noted of £281.
- 2) The wages records need to be kept for the full year and that employees are only paid their net pay element.

I do wish to state however that the records were of a sufficient state to allow an independent examination to take place.

[Signature]

17-3-21

Katie Sauvage FCCA
Independent Examiner
Voluntary Action North Lincolnshire

Ulceby Pre-School & Out of School Club

Statement of Assets and Liabilities As at 31 July 2020

Current Assets

| | 2020 | | | 2019 | | |
|--------------|-----------------|------------------|------------------|------------|------------------|------------------|
| | Restricted | Unrestricted | Total | Restricted | Unrestricted | Total |
| Caf Bank | 1,449.00 | 20,228.00 | 21,677.00 | - | 19,960.00 | 19,960.00 |
| Cash | - | 456.00 | 456.00 | - | 20.00 | 20.00 |
| Total | 1,449.00 | 20,684.00 | 22,133.00 | - | 19,980.00 | 19,980.00 |

Fixed Assets

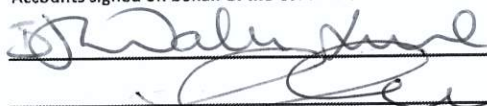
| | Restricted | Unrestricted | Total | Restricted | Unrestricted | Total |
|---|------------|--------------|-----------|------------|--------------|----------|
| Pre-School Building Owned - Value not known | - | - | - | - | - | - |
| Equipment at cost | - | 10,753.00 | 10,753.00 | - | 9,496.00 | 9,496.00 |

| | | | | | | |
|--------------|----------|------------------|------------------|----------|-----------------|-----------------|
| Total | - | 10,753.00 | 10,753.00 | - | 9,496.00 | 9,496.00 |
|--------------|----------|------------------|------------------|----------|-----------------|-----------------|

Total Assets

| | | | | | | |
|----------------|-----------------|------------------|------------------|----------|------------------|------------------|
| Current Assets | 1,449.00 | 20,684.00 | 22,133.00 | - | 19,980.00 | 19,980.00 |
| Fixed Assets | - | 10,753.00 | 10,753.00 | - | 9,496.00 | 9,496.00 |
| Total | 1,449.00 | 31,437.00 | 32,886.00 | - | 29,476.00 | 29,476.00 |

Accounts signed on behalf of the Committee

 BJ WARD


Date

4-3-21
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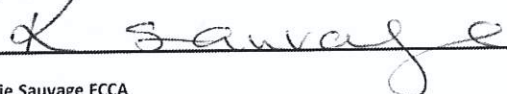
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Katie Sauvage FCCA
Independent Examiner
Voluntary Action North Lincolnshire