

Company registration number: 04810437

Charity registration number: 1103900

# St Peter's Pre-School (Stafford)

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

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

# **St Peter's Pre-School (Stafford)**

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## **St Peter's Pre-School (Stafford)**

### **Reference and Administrative Details**

|                                    |                                                                                                                                                                             |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Trustees</b>                    | Mavis Ingham, Chair<br>Colin Gardener<br>Rebecca Tomlinson<br>Hannah Jackson<br>Julia Bird<br>Helen Mace<br>Hannah Mace<br>Marie Dawson, Advisory<br>Sarah Banton, Advisory |
| <b>Nursery Manager</b>             | Marie Dawson                                                                                                                                                                |
| <b>Principal Office</b>            | Rising Brook High School<br>Wolverhampton Road<br>Stafford<br>ST17 9DH<br>The charity is incorporated in England.                                                           |
| <b>Company Registration Number</b> | 04810437                                                                                                                                                                    |
| <b>Charity Registration Number</b> | 1103900                                                                                                                                                                     |
| <b>Bankers</b>                     | Natwest<br>Stafford Greengate Branch<br>41 Greengate Street<br>Stafford<br>ST16 2JD                                                                                         |
| <b>Independent examiner</b>        | Daryl Denson ACMA<br>VAST<br>The Dudson Centre<br>Hope Street<br>Stoke-on-Trent<br>ST1 5DD                                                                                  |

## **St Peter's Pre-School (Stafford)**

### **Trustees' Report (incorporating Directors' Report)**

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2021.

#### **Trustees**

Mavis Ingham, Chair

Colin Gardener

Rebecca Tomlinson

Hannah Jackson

Julia Bird

Helen Mace

Hannah Mace

Marie Dawson, Advisory

Sarah Banton, Advisory (appointed 26 April 2021)

#### **Objectives and activities**

##### ***Objects and aims***

The charity's purposes as set out in the objects contained in the company's memorandum of association 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, childcare and training courses, together with the support of parents to take responsibility for and to become involved in the activities, ensuring the nursery offers 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;
- (c) Instigating and adhering to and furthering the aim of the Pre-school Learning Alliance.

##### ***Objectives, strategies and activities***

Objectives for the year

With the threat of a global pandemic, the objectives were to keep all staff and children safe, to offer key workers childcare placements and to maintain high levels of staff training.

##### ***Use of volunteers***

Without the continued support of new and long-standing volunteers the pre-school would struggle to offer the 'extras' to the children.

##### ***Public benefit***

St Peter's Pre-School offers affordable quality childcare and education to children within our community. We liaise with other professionals to ensure the best care for children with learning needs to ensure they are catered for. We include all members of the community, offering training, support and guidance. We offer work placements to students and raise funds to support the group's activities.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

## **St Peter's Pre-School (Stafford)**

### **Trustees' Report (incorporating Directors' Report)**

#### **Achievements and performance**

##### **Achievements and performance**

- Implementation of social bubbles to prevent the spread of Coronavirus.
- Lateral flow testing made readily available to staff and the wider community.
- Staff trained to become LFT test operators to enable continued operation in safe environment.
- Expansion of outdoor areas.
- Survival!!

##### **Plans for the future**

- To reopen and remerge our childcare rooms whilst maintaining hygienic practices.
- To implement the new EYFS standards.
- To promote and market the Nursery to the wider public.
- To restart our weekly toddler group sessions 'Peters Pals'.
- To resume our fundraising programmes.
- To reconnect with our local community.
- To restructure the management by appointing a Childcare Manager to oversee and work in the childcare rooms on a day-to-day basis.

#### **Structure, governance and management**

##### ***Nature of governing document***

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 25 June 2003 and amended 16 September 2019. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

The management of the charity is the responsibility of the Trustees who are elected and co-opted. DBS checks are carried out on all new trustees prior to appointment.

##### ***Recruitment and appointment of trustees***

New trustees are recruited by canvassing users and the immediate community with our history, background, business plan and aims and objectives with an aim to them being nominated onto our Board of Trustees at the AGM.

#### **Financial review**

Results for the year are shown in the Statement of Financial Activities.

## St Peter's Pre-School (Stafford)

### Trustees' Report (incorporating Directors' Report)

#### ***Policy on reserves***

Reserves are held to secure the future of the group should redundancies or relocation be necessary. Unrestricted reserves at the year end are £174,398 (2020: £218,005) which are all held in current assets and liabilities.

#### **Small companies provision statement**

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 19/11/21 and signed on its behalf by:



.....  
Mayis Ingham  
Trustee

## St Peter's Pre-School (Stafford)

### Independent Examiner's Report to the trustees of St Peter's Pre-School (Stafford)

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 6 to 19.

#### Respective responsibilities of trustees and examiner

As the charity's trustees of St Peter's Pre-School (Stafford) (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of St Peter's Pre-School (Stafford) are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement - matter of concern identified

Since St Peter's Pre-School (Stafford)'s gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of CIMA, which is one of the listed bodies.

I have completed my examination. I have identified matters of concern and I draw your attention to Note 10, Trustees Remuneration in which the names of the parties have not been included to protect the privacy of the individuals involved.

I confirm that no other matters have come to my attention in connection with the examination giving me reasonable cause to believe that in any material respect:

1. accounting records were not kept in respect of St Peter's Pre-School (Stafford) as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



.....  
Daryl Denson ACMA  
CIMA

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

Date:....02/02/2021....

# St Peter's Pre-School (Stafford)

## Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

|                                    | Note | Unrestricted funds<br>£ | Total<br>2021<br>£ |
|------------------------------------|------|-------------------------|--------------------|
| <b>Income and Endowments from:</b> |      |                         |                    |
| Donations and legacies             | 3    | 156,029                 | 156,029            |
| Charitable activities              | 4    | 100,946                 | 100,946            |
| Other trading activities           | 5    | 2,618                   | 2,618              |
| Investment income                  | 6    | 96                      | 96                 |
| Total income                       |      | <u>259,689</u>          | <u>259,689</u>     |
| <b>Expenditure on:</b>             |      |                         |                    |
| Charitable activities              | 7    | <u>(303,296)</u>        | <u>(303,296)</u>   |
| Total expenditure                  |      | <u>(303,296)</u>        | <u>(303,296)</u>   |
| Net expenditure                    |      | <u>(43,607)</u>         | <u>(43,607)</u>    |
| Net movement in funds              |      | (43,607)                | (43,607)           |
| <b>Reconciliation of funds</b>     |      |                         |                    |
| Total funds brought forward        |      | <u>218,005</u>          | <u>218,005</u>     |
| Total funds carried forward        | 19   | <u>174,398</u>          | <u>174,398</u>     |
|                                    | Note | Unrestricted funds<br>£ | Total<br>2020<br>£ |
| <b>Income and Endowments from:</b> |      |                         |                    |
| Donations and legacies             | 3    | 142,702                 | 142,702            |
| Charitable activities              | 4    | 179,805                 | 179,805            |
| Other trading activities           | 5    | <u>4,117</u>            | <u>4,117</u>       |
| Total income                       |      | <u>326,624</u>          | <u>326,624</u>     |
| <b>Expenditure on:</b>             |      |                         |                    |
| Charitable activities              | 7    | <u>(320,974)</u>        | <u>(320,974)</u>   |
| Total expenditure                  |      | <u>(320,974)</u>        | <u>(320,974)</u>   |
| Net income                         |      | <u>5,650</u>            | <u>5,650</u>       |
| Net movement in funds              |      | 5,650                   | 5,650              |
| <b>Reconciliation of funds</b>     |      |                         |                    |
| Total funds brought forward        |      | <u>212,355</u>          | <u>212,355</u>     |
| Total funds carried forward        | 19   | <u>218,005</u>          | <u>218,005</u>     |

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

The notes on pages 8 to 19 form an integral part of these financial statements.

**St Peter's Pre-School (Stafford)**  
**(Registration number: 04810437)**  
**Balance Sheet as at 31 March 2021**

|                                                       | Note | 2021<br>£      | 2020<br>£      |
|-------------------------------------------------------|------|----------------|----------------|
| <b>Current assets</b>                                 |      |                |                |
| Stocks                                                | 14   | 700            | 700            |
| Debtors                                               | 15   | 5,671          | 8,260          |
| Cash at bank and in hand                              | 16   | <u>176,736</u> | <u>217,316</u> |
|                                                       |      | 183,107        | 226,276        |
| <b>Creditors: Amounts falling due within one year</b> | 17   | <u>(8,709)</u> | <u>(8,271)</u> |
| <b>Net assets</b>                                     |      | <u>174,398</u> | <u>218,005</u> |
| <b>Funds of the charity:</b>                          |      |                |                |
| <b>Unrestricted income funds</b>                      |      |                |                |
| Unrestricted funds                                    |      | <u>174,398</u> | <u>218,005</u> |
| <b>Total funds</b>                                    | 19   | <u>174,398</u> | <u>218,005</u> |

For the financial year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

**Directors' responsibilities:**

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 6 to 19 were approved by the trustees, and authorised for issue on 19/03/21 and signed on their behalf by:

  
 .....  
 Mavis Ingham  
 Trustee

The notes on pages 8 to 19 form an integral part of these financial statements.

## **St Peter's Pre-School (Stafford)**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### **1 Charity status**

The charity is limited by guarantee, incorporated in England, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

#### **2 Accounting policies**

##### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

##### **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). They also comply with the Companies Act 2006 and Charities Act 2011.

##### **Basis of preparation**

St Peter's Pre-School (Stafford) 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.

##### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

##### **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.

##### **Income and endowments**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

##### **Donations and legacies**

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

##### **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.

## **St Peter's Pre-School (Stafford)**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### **Deferred income**

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

#### **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.

#### **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.

#### **Support costs**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### **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:

## **St Peter's Pre-School (Stafford)**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### **Asset class**

Fixtures and fittings

Equipment

#### **Depreciation method and rate**

10% straight line

20% straight line

#### **Stock**

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

#### **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.

#### **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.

## St Peter's Pre-School (Stafford)

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 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.

##### *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.

#### 3 Income from donations and legacies

|                                   | Unrestricted<br>funds<br>General<br>£ | Total<br>2021<br>£ |
|-----------------------------------|---------------------------------------|--------------------|
| Donations and legacies;           |                                       |                    |
| Donations from individuals        | 2,480                                 | 2,480              |
| Grants, including capital grants; |                                       |                    |
| Government grants                 | 153,049                               | 153,049            |
| Grants from other charities       | 500                                   | 500                |
|                                   | <u>156,029</u>                        | <u>156,029</u>     |
|                                   | Unrestricted<br>funds<br>General<br>£ | Total<br>2020<br>£ |
| Grants, including capital grants; |                                       |                    |
| Government grants                 | 142,702                               | 142,702            |
|                                   | <u>142,702</u>                        | <u>142,702</u>     |

## St Peter's Pre-School (Stafford)

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 4 Income from charitable activities

|            | Unrestricted<br>funds<br>General<br>£ | Total<br>2021<br>£ |
|------------|---------------------------------------|--------------------|
| School Run | 494                                   | 494                |
| Fees       | 100,452                               | 100,452            |
|            | <u>100,946</u>                        | <u>100,946</u>     |
|            | Unrestricted<br>funds<br>General<br>£ | Total<br>2020<br>£ |
| School Run | 2,856                                 | 2,856              |
| Fees       | 176,949                               | 176,949            |
|            | <u>179,805</u>                        | <u>179,805</u>     |

#### 5 Income from other trading activities

|                                                | Unrestricted<br>funds<br>General<br>£ | Total<br>2021<br>£ |
|------------------------------------------------|---------------------------------------|--------------------|
| Local fundraising and street collection income | 2,618                                 | 2,618              |
|                                                | <u>2,618</u>                          | <u>2,618</u>       |
|                                                | Unrestricted<br>funds<br>General<br>£ | Total<br>2020<br>£ |
| Local fundraising and street collection income | 4,117                                 | 4,117              |
|                                                | <u>4,117</u>                          | <u>4,117</u>       |

#### 6 Investment income

|                                         | Unrestricted<br>funds<br>General<br>£ | Total<br>2021<br>£ |
|-----------------------------------------|---------------------------------------|--------------------|
| Interest receivable and similar income; |                                       |                    |
| Interest receivable on bank deposits    | 96                                    | 96                 |
|                                         | <u>96</u>                             | <u>96</u>          |
|                                         |                                       | Total<br>2020<br>£ |
|                                         |                                       | -                  |

## St Peter's Pre-School (Stafford)

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 7 Expenditure on charitable activities

|                                   | Activity<br>undertaken<br>directly<br>£ | Activity<br>support costs<br>£ | 2021<br>£      |
|-----------------------------------|-----------------------------------------|--------------------------------|----------------|
| Salaries                          | 231,602                                 | -                              | 231,602        |
| Employer's NI                     | 7,433                                   | -                              | 7,433          |
| Employer's pension                | 3,495                                   | -                              | 3,495          |
| Rent                              | 22,981                                  | -                              | 22,981         |
| Meals and snacks                  | 11,884                                  | -                              | 11,884         |
| Art and crafts                    | 371                                     | -                              | 371            |
| Small toys and equipment          | 117                                     | -                              | 117            |
| Large toys and equipment          | 1,113                                   | -                              | 1,113          |
| Health and hygiene                | 5,447                                   | -                              | 5,447          |
| Training costs                    | 336                                     | -                              | 336            |
| Premises expenses                 | -                                       | 5,304                          | 5,304          |
| Postage, stationery and telephone | -                                       | 1,327                          | 1,327          |
| Photocopying                      | -                                       | 6,132                          | 6,132          |
| Independent examination fees      | -                                       | 980                            | 980            |
| Accountancy fees                  | -                                       | 2,247                          | 2,247          |
| Bank charges and interest         | -                                       | 1,284                          | 1,284          |
| Subscriptions                     | -                                       | 1,023                          | 1,023          |
| Registration                      | -                                       | 220                            | 220            |
|                                   | <u>284,779</u>                          | <u>18,517</u>                  | <u>303,296</u> |

## St Peter's Pre-School (Stafford)

### Notes to the Financial Statements for the Year Ended 31 March 2021

|                                   | Activity<br>undertaken<br>directly<br>£ | Activity<br>support costs<br>£ | 2020<br>£      |
|-----------------------------------|-----------------------------------------|--------------------------------|----------------|
| Salaries                          | 229,147                                 | -                              | 229,147        |
| Employer's NI                     | 8,704                                   | -                              | 8,704          |
| Employer's pension                | 3,139                                   | -                              | 3,139          |
| Rent                              | 24,360                                  | -                              | 24,360         |
| Fundraising costs                 | 4,538                                   | -                              | 4,538          |
| Meals and snacks                  | 21,815                                  | -                              | 21,815         |
| Equipment                         | 2,748                                   | -                              | 2,748          |
| Art and crafts                    | 1,210                                   | -                              | 1,210          |
| Small toys and equipment          | 1,091                                   | -                              | 1,091          |
| Activities                        | 900                                     | -                              | 900            |
| Health and hygiene                | 3,431                                   | -                              | 3,431          |
| Uniforms                          | 380                                     | -                              | 380            |
| Training costs                    | 1,925                                   | -                              | 1,925          |
| Insurance                         | -                                       | 981                            | 981            |
| Premises expenses                 | -                                       | 1,720                          | 1,720          |
| Advertising and marketing         | -                                       | 1,282                          | 1,282          |
| Miscellaneous                     | -                                       | 225                            | 225            |
| Postage, stationery and telephone | -                                       | 1,887                          | 1,887          |
| Photocopying                      | -                                       | 5,237                          | 5,237          |
| Independent examination fees      | -                                       | 980                            | 980            |
| Accountancy fees                  | -                                       | 2,146                          | 2,146          |
| Bank charges and interest         | -                                       | 1,833                          | 1,833          |
| Subscriptions                     | -                                       | 1,049                          | 1,049          |
| Registration                      | -                                       | 246                            | 246            |
|                                   | <u>303,388</u>                          | <u>17,586</u>                  | <u>320,974</u> |

## St Peter's Pre-School (Stafford)

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 8 Analysis of governance and support costs

##### Governance costs

|                                         | Unrestricted<br>funds<br>General<br>£ | Total<br>2021<br>£ |
|-----------------------------------------|---------------------------------------|--------------------|
| Independent examiner fees               |                                       |                    |
| Examination of the financial statements | 980                                   | 980                |
| Legal fees                              | 220                                   | 220                |
| Other governance costs                  | 3,531                                 | 3,531              |
| Allocated support costs                 | 1,023                                 | 1,023              |
|                                         | <u>5,754</u>                          | <u>5,754</u>       |
|                                         |                                       |                    |
|                                         | Unrestricted<br>funds<br>General<br>£ | Total<br>2020<br>£ |
| Independent examiner fees               |                                       |                    |
| Examination of the financial statements | 980                                   | 980                |
| Legal fees                              | 246                                   | 246                |
| Other governance costs                  | 3,979                                 | 3,979              |
| Allocated support costs                 | 1,049                                 | 1,049              |
|                                         | <u>6,254</u>                          | <u>6,254</u>       |

#### 9 Government grants

The pre-school received an Early Years Grant from Staffordshire County Council for children that qualify for the funding of £120,542 (2020 - £142,702) and £32,507 from HMRC for the Job Retention Scheme (2020- £nil). There were no unfulfilled conditions at the year end. The amount of grants recognised in the financial statements was £153,049 (2020 - £142,702).

#### 10 Trustees remuneration and expenses

During the year one trustee was paid for bookkeeping services to the charity of £1,500 (2020: £1,500) and one trustee (2020: one trustee) was paid salary in respect of their role as an employee. These payments were at an appropriate commercial rate for the roles carried out. The total amount paid in the year was £22,333 (2020: £25,535).

The trustees understand that Ofsted require that the responsible persons nominated to speak to them be a director. In order to respect the confidentiality of staff members individual salary disclosures have not been included in the financial statements.

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

## St Peter's Pre-School (Stafford)

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 11 Staff costs

The aggregate payroll costs were as follows:

|                                          | 2021<br>£      | 2020<br>£      |
|------------------------------------------|----------------|----------------|
| <b>Staff costs during the year were:</b> |                |                |
| Wages and salaries                       | 231,601        | 229,147        |
| Social security costs                    | 7,433          | 8,704          |
| Pension costs                            | 3,495          | 3,139          |
|                                          | <u>242,529</u> | <u>240,990</u> |

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:

|           | 2021<br>No | 2020<br>No |
|-----------|------------|------------|
| Employees | <u>22</u>  | <u>19</u>  |

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 £22,715 (2020 - £24,035).

#### 12 Taxation

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

## St Peter's Pre-School (Stafford)

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 13 Tangible fixed assets

|                       | Fixtures and<br>fittings<br>£ | Equipment<br>£ | Total<br>£ |
|-----------------------|-------------------------------|----------------|------------|
| <b>Cost</b>           |                               |                |            |
| At 1 April 2020       | 32,551                        | 8,849          | 41,400     |
| At 31 March 2021      | 32,551                        | 8,849          | 41,400     |
| <b>Depreciation</b>   |                               |                |            |
| At 1 April 2020       | 32,551                        | 8,849          | 41,400     |
| At 31 March 2021      | 32,551                        | 8,849          | 41,400     |
| <b>Net book value</b> |                               |                |            |
| At 31 March 2021      | -                             | -              | -          |
| At 31 March 2020      | -                             | -              | -          |

#### 14 Stock

|        | 2021<br>£ | 2020<br>£ |
|--------|-----------|-----------|
| Stocks | 700       | 700       |

#### 15 Debtors

|               | 2021<br>£ | 2020<br>£ |
|---------------|-----------|-----------|
| Trade debtors | 4,375     | 8,260     |
| Prepayments   | 1,296     | -         |
|               | 5,671     | 8,260     |

#### 16 Cash and cash equivalents

|                     | 2021<br>£ | 2020<br>£ |
|---------------------|-----------|-----------|
| Cash on hand        | 200       | 200       |
| Cash at bank        | 115,028   | 10,000    |
| Short-term deposits | 61,508    | 207,116   |
|                     | 176,736   | 217,316   |

## St Peter's Pre-School (Stafford)

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 17 Creditors: amounts falling due within one year

|                                    | 2021<br>£    | 2020<br>£    |
|------------------------------------|--------------|--------------|
| Other taxation and social security | -            | 1,746        |
| Other creditors                    | 6,740        | 4,976        |
| Pension scheme creditor            | 989          | 569          |
| Accruals                           | 980          | 980          |
|                                    | <u>8,709</u> | <u>8,271</u> |

#### 18 Obligations under leases and hire purchase contracts

The total value of future minimum lease payments was as follows:

|                      | 2021<br>£     | 2020<br>£    |
|----------------------|---------------|--------------|
| Within one year      | 6,132         | 5,121        |
| In two to five years | 13,797        | -            |
|                      | <u>19,929</u> | <u>5,121</u> |

#### 19 Funds

|                           | Balance at 1<br>April 2020<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Balance at 31<br>March 2021<br>£ |
|---------------------------|---------------------------------|----------------------------|----------------------------|----------------------------------|
| <b>Unrestricted funds</b> |                                 |                            |                            |                                  |
| <b>General</b>            |                                 |                            |                            |                                  |
| Unrestricted funds        | <u>218,005</u>                  | <u>259,689</u>             | <u>(303,296)</u>           | <u>174,398</u>                   |
|                           | Balance at 1<br>April 2019<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Balance at 31<br>March 2020<br>£ |
| <b>Unrestricted funds</b> |                                 |                            |                            |                                  |
| <b>General</b>            |                                 |                            |                            |                                  |
| Unrestricted funds        | <u>212,355</u>                  | <u>326,624</u>             | <u>(320,974)</u>           | <u>218,005</u>                   |

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

Tesco Bags of Help

The purpose of this grant is for outside areas of the nursery to be revamped.

# **St Peter's Pre-School (Stafford)**

## **Notes to the Financial Statements for the Year Ended 31 March 2021**

### **20 Analysis of net assets between funds**

|                     | Unrestricted<br>funds<br>General<br>£ | Total funds at<br>31 March<br>2021<br>£ |
|---------------------|---------------------------------------|-----------------------------------------|
| Current assets      | 183,107                               | 183,107                                 |
| Current liabilities | (8,709)                               | (8,709)                                 |
| Total net assets    | <u>174,398</u>                        | <u>174,398</u>                          |
|                     | Unrestricted<br>funds<br>General<br>£ | Total funds at<br>31 March<br>2020<br>£ |
| Current assets      | 226,276                               | 226,276                                 |
| Current liabilities | (8,271)                               | (8,271)                                 |
| Total net assets    | <u>218,005</u>                        | <u>218,005</u>                          |

### **21 Related party transactions**

There were no related party transactions in the year.