

ST JOSEPH'S PRE-SCHOOL

**FINANCIAL STATEMENTS
FOR
31 AUGUST 2021**

Charity Number 1153598

DERBY COMMUNITY ACCOUNTANCY SERVICE

Babington Lodge
128 Green Lane
Derby
DE1 1RY

ST JOSEPH'S PRE-SCHOOL

FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2021

Contents	Page
Members of the board and professional advisers	3
Trustees' annual report	4-7
Independent Examiner's Report	8
Statement of financial activities	9
Balance sheet	10
Notes to the financial statements	11-18

ST JOSEPH'S PRE-SCHOOL

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 AUGUST 2021

Board of Trustees

Mrs Theresa Hall- Chair
Ms Mary Hague (Resigned 16 June 2021)
Mrs Rachel Lewis
Ms Mary Anne Manjoro
Mr Haydn Cartwright
Mr Anthony Parkes
Mrs Mary Parkes

Chair Person

Mrs Theresa Hall

Pre-School Manager

Mrs Mel Marsden

Registered Office

St Joseph's Pre- school
Mill Hill Lane
Derby
DE23 6SB

Independent Examiner

Derby Community Accountancy Service
Babington Lodge
128 Green Lane
Derby
DE1 1RY

ST JOSEPH'S PRE-SCHOOL

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 AUGUST 2021

The Trustees, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ending 31 August 2021.

STRUCTURE , GOVERNANCE AND MANAGEMENT

Governing document

St Joseph's Pre-school was registered as a charity on 30 August 2013 and its principal address is Mill Hill Lane, Derby, Derbyshire DE23 6SB.

Trustees Selection methods

The recruitment of Trustees is reviewed periodically and at least on an annual basis.

Risk Management

The Trustees undertake a review of the major risks to the financial sustainability of the organisation annually and monitors the risks throughout the year.

OBJECTIVES AND ACTIVITIES

The aims of the preschool 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.

SUMMARY OF THE MAIN ACTIVITIES UNDERTAKEN FOR THE PUBLIC BENEFIT IN RELATION TO THESE OBJECTS

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustees meetings.

The charity is open to all individuals irrespective of race, gender or any other personal circumstances.

ACTIVITIES AND ACHIEVEMENTS

From its creation over 30 years ago as a playgroup to its current status as a pre-school, St Joseph's has always strived to support the development of happy, well motivated and confident children and recognises that each child has unique talents, learning styles and personalities. It is committed to supporting the individual social, emotional and educational needs of the children who attend in a happy, caring and safe environment where they can play, learn and grow.

St Joseph's Pre-school currently has the capacity to have 28 pre-school children attending it's setting at any one time and there are usually approximately 40 children attending the setting over the course of a week.

ST JOSEPH'S PRE-SCHOOL

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 AUGUST 2021

The Pre-School is open to children from the term before they turn 3 years old although priority is given to oldest children on the waiting list. Pre-school also accepts a limited number of children who were 2 years of age this supports the government initiative to improve childcare options for parents and carers on low incomes.

Individual children can access their free entitlement to early years education for up to 15 hours of childcare per week. Children can also attend for additional hours over and above their 15 hour entitlement and are charged a fee for this provision. St Joseph's Pre School can also offer the 30 hour free childcare extended provision where children are eligible under new government guidelines.

Pre-school is open during school term times only; it is closed for all school holidays, bank holidays and St. Joseph's School Inset Days. It is open for 38 weeks of the year.

St Joseph's Pre-school is guided by the standards set out in the government's Early Years Foundation Stage Principles and its over arching mission statement is as follows:

“At St. Joseph's Pre-school we strive to provide a safe, caring, happy environment for all our children. We aim to nurture their individual needs in partnership with family and our community.”

All children are integrated quickly into the ethos of pre-school which is to provide an environment where children can play, learn and grow whilst benefiting from the Christian values and way of life engendered by all those who contribute to the running of Pre-school.

Pre-school is situated in the inner city of Derby and in recent years the demographics of the area have changed. The nature and location of housing in the area have made it popular with families arriving from around the world and the housing which is now ageing has meant that the post codes in the area have a deprivation factor attached to them.

Pre-school settings by their nature are a child's first introduction into the education system although there is not a statutory obligation for a child to attend.

St Joseph's Pre-school strives to make that experience a positive one. They are guided principally by the standards set out in the government's Early Years Foundation Stage Principles but the pre-school has been established for over 30 years and as such it also draws on the experience it has gained as a pre-school provider for this significant period of time.

It endeavours to build strong relationships with both the child and their parent/carer.

It operates a key person system which means that each member of staff has a small group of children for whom they have specific responsibilities. When a child joins the setting they will then have a special adult to help them settle in and who they can relate to.

ST JOSEPH'S PRE-SCHOOL

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 AUGUST 2021

This system also helps to establish good links between the home environment and pre-school and parents are encouraged to maintain regular contact with their child's key person to discuss progress made and any other issues which may arise.

This is particularly important when a family is new to the area. Over 50% of children attending the setting in the previous two years have had English as an additional language. Quite often Pre-school is the first agency that a family engages with on a regular basis on arrival in the UK. It is crucial that Pre-school make this a positive experience and helps the child and family with signposting to other agencies who can support the families until they are settled.

Another crucial area which Pre-school can provide help is where children have Special Educational Needs (SEN). The highly qualified and experienced staff at Pre-school are able to identify when a child may have development, behavioural or child protection issues. Pre-school is often the first place that a child attends outside its family environment and it is often within the pre-school setting that issues are identified. Parents are encouraged to be very involved with their child's development and any issues are dealt with sensitively and professionally with the positive outcome being that the necessary outside agencies can be contacted to help and provide additional support for the family.

The role of St Joseph's Pre-school has broadened since its small beginnings as a playgroup 30 years ago. Over the years as the play group became a pre-school and then an approved provider of pre-school education St Joseph's has opened its doors to a wider range of children from different family settings and backgrounds. The pre-school was inspected by Ofsted in January 2015 and April 2017 and was deemed 'Good' in all areas.

Operations During COVID

St Joseph's like all Early Years settings has found the last 18 months challenging due to the COVID pandemic. However, the staff at pre school have gone above and beyond to ensure that children were still receiving an Early Years education and during the year to 31st August 2021 it was able to provide on site childcare for the whole of the academic year avoiding any closures due to COVID outbreaks. The professionalism and commitment of staff during this difficult year must be applauded.

Derby City Council provided invaluable support financially and also in an advisory capacity via the Early Years team at the Families Information Service.

Financial Review

Pre-school has always strived to maintain a sound financial base. The surplus for the year of £11,584 is another encouraging result and together with the surplus in the previous year eases the financial pressure and allows the trustees to plan for the future with more confidence.

ST JOSEPH'S PRE-SCHOOL

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 AUGUST 2021

Trustee Induction and Training

All trustees have been provided with information packs on their roles and responsibilities, including Good Governance, a code for the Voluntary and Community Sector, and are encouraged to attend appropriate external training events.

Organisation

The board of trustees administers the charity. It meets regularly and is supported by staff and volunteers.

INDEPENDENT EXAMINERS

Derby Community Accountancy Services were appointed as independent examiners during the year and have expressed their willingness to continue in office. A resolution to re-appoint them as independent examiners will be put to the members at the annual general meeting.

Registered office:

St Joseph's Pre-school
Mill Hill Lane
Derby
DE23 6SB

Signed on behalf of the trustees

Mrs Theresa Hall

Trustee: Mrs Theresa Hall

Approved by the trustees on 21st June 2022

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ST JOSEPH'S PRE- SCHOOL
YEAR ENDED 31 AUGUST 2021**

I report on the accounts for the period ended 31st August 2021 which are set out on pages 9 to 18.

Respective responsibilities of the trustees and examiner

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.

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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

MARK NEWEY

Mark Newey ACMA
Derby Community Accountancy Service
Babington Lodge
128 Green Lane
Derby
DE1 1RY

Date **21 June 2022**

**ST JOSEPH'S PRE-SCHOOL
COMPANY LIMITED BY GUARANTEE**

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 AUGUST 2021

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds Year to 31 Aug 2021 £	Total Funds Year to 31 Aug 2020 £
Income from:					
Donations	3	44	-	44	-
Charitable activities	4	147,148	8,961	156,109	162,368
Investment income	5	-	-	-	9
Total incoming resources		147,192	8,961	156,153	162,377
 <u>Expenditure on:</u>					
Raising funds		-	-	-	-
Charitable activities		135,608	8,961	144,569	149,550
Total expenditure	6	135,608	8,961	144,569	149,550
Net (expenditure) income		11,584	-	11,584	12,827
Transfer between funds		635	(635)	-	-
Net movement in funds		12,219	-	11,584	12,827
 Fund balances at 1 September 2020		65,435	635	66,070	53,243
Fund balances at 31 August 2021		77,654	-	77,654	66,070

The company had no new or discontinued activities during the year.

The notes on pages 11 to 18 form part of these financial statements.

**ST JOSEPH'S PRE-SCHOOL
BALANCE SHEET
YEAR ENDED 31 AUGUST 2021**

		2021		2020	
Note	£	£	£	£	£
Fixed assets			-		-
Current assets					
Debtors	11	-		-	
Cash at bank and in hand		109,334		93,824	
		109,334		93,824	
Creditors: amounts falling due within one year	12	31,680		27,754	
Net current assets			77,654		66,070
Total assets less current liabilities			77,654		66,070
Net assets			77,654		66,070
The funds of the charity:					
Restricted	13	-		635	
Unrestricted – General reserves	13	77,654		65,435	
TOTAL CHARITY FUNDS	14		77,654		66,070

These financial statements were approved by the trustees and authorised, and are signed on their behalf by:

	Mrs Theresa Hall	21 June 2022
Trustee	Mrs Theresa Hall	Date _____
	Mr Haydn Cartwright	21 June 2022
Trustee	Mr Haydn Cartwright	Date _____

The notes on pages 11 to 18 form part of these financial statements.

ST JOSEPH'S PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2021

1. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

1.1 Accounting convention

These accounts have been prepared in accordance with FRS 102, "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The charity is a Public Benefit Entity as defined by FRS 102.

The accounts are prepared in Sterling which is the functional currency of the company. Monetary amounts in these financial statements are to the nearest £.

The accounts have been prepared on historical cost convention apart from freehold property that is carried at market value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the accounts, the directors have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The Trustees continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Charitable Funds

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

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

1.4 Incoming resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Gifts in kind have been included at market value of gifts received and in assets acquired. No amounts are included in the financial statements for services donated by volunteers.

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings which aggregate all costs relating to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources. Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in the support of the charitable activities.

ST JOSEPH'S PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2021

1.6 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discounts offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

1.9 Financial instruments

The charity has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Derecognition of financial liabilities

Financial liabilities are derecognised when the company's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits/

1.11 Taxation

The charity is exempt from tax on income and gains falling with section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

2. Critical accounting estimates and judgements

In the application of the charity's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimated and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

ST JOSEPH'S PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2021

3. Donations

	Unrestricted Funds	Restricted Funds	Total Funds Year to 31 Aug 2021	Total Funds Year to 31 Aug 2020
	£	£	£	£
Donations	<u>44</u>	<u>-</u>	<u>44</u>	<u>-</u>
	<u><u>44</u></u>	<u><u>-</u></u>	<u><u>44</u></u>	<u><u>-</u></u>

4. Income from charitable activities

	Unrestricted Funds	Restricted Funds	Total Funds Year to 31 Aug 2021	Total Funds Year to 31 Aug 2020
	£	£	£	£
Early Years Pupil Premium	-	1,876	1,876	1,272
Funded Places	123,190	-	123,190	138,939
SEN Funding	-	6,200	6,200	907
HMRC Job Retention Scheme	-	885	885	2,016
Burton & South Derbyshire College	-	-	-	500
DCC Discretionary Grant	10,000	-	10,000	2,000
DCC PPE	1,657	-	1,657	400
Admission Fees	7,902	-	7,902	10,302
School Dinners	4,161	-	4,161	4,025
Other charitable income	238	-	238	2,007
	<u>147,148</u>	<u>8,961</u>	<u>156,109</u>	<u>162,368</u>

5. Investment income

	Total Funds Year to 31 Aug 2021	Total Funds Year to 31 Aug 2020
	£	£
Bank interest receivable (unrestricted)	<u>-</u>	<u>9</u>

**ST JOSEPH'S PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS**

YEAR ENDED 31 AUGUST 2021

6. Analysis of expenditure

	Total Funds Year to 31 Aug 2021 €	Total Funds Year to 31 Aug 2020 €
Staff costs	122,232	127,609
Books Toys & Resources & Activities	1,526	1,777
Groceries & Milk	613	870
School Dinners	3,802	4,332
Repairs & Maintenance	2,805	2,196
Security	304	280
Equipment	774	450
Website	-	1,854
Water & Refuse	-	713
Hygiene	4,162	1,006
Health and Safety	110	61
Heat & Light	2,158	2,186
Telephone	746	559
Printing, Postage & Stationery	805	1,032
Insurance	1,647	1,603
Advertising	167	102
Subscriptions & CRB	1,175	616
Legal fees	-	600
Training	306	440
Travel	26	92
Audit & Pension Admin	620	720
Miscellaneous	179	-
Gifts	412	47
Bad Debts	-	405
	<u>144,569</u>	<u>149,550</u>

7. Total Charitable Expenditure

	Total Funds 2020-21	Total Funds 2019-20
Unrestricted	135,608	144,855
Restricted	8,961	4,695
	<u>144,569</u>	<u>149,550</u>

ST JOSEPH'S PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2021

8. Net (expenditure)/income

Net (expenditure)/income for the year is stated after charging/(crediting):

	2021	2020
	£	£
Independent Examiner's Fees	500	500
	<u>500</u>	<u>500</u>

9. Directors and key management personnel

The key management personnel of the charity consist of the trustees.
The trustees did not receive remuneration.

10. Employees

The average monthly number of persons employed (full time equivalent) during the year was

	Year to 31 Aug 2021	Year to 31 Aug 2020
	No	No
Charitable activities	8	8
	<u>8</u>	<u>8</u>

Employment costs

	Year to 31 Aug 2021	Year to 31 Aug 2020
	£	£
Wages and salaries	118,057	122,281
Employers National Insurance	727	1,899
Pension Contributions	3,448	3,429
	<u>122,232</u>	<u>127,609</u>

No employee earned more than £60,000 per annum.

ST JOSEPH'S PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2021

11. Debtors

	2021	2020
	£	£
Admission fees	-	-
Prepayment	-	-
	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>

12. Creditors: Amounts falling due within one year

	2021	2020
	£	£
Funding Received in advance for Autumn 2020	28,330	23,459
Contingency for remedial building repairs	600	600
Taxation and social security	978	807
Pensions	666	-
Accruals	1,106	2,888
	<u>31,680</u>	<u>27,754</u>
	<u>31,680</u>	<u>27,754</u>

ST JOSEPH'S PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2021

13. Analysis of charitable funds

Analysis of movements in unrestricted funds

	At 1 Sept 2020 £	Incoming	Outgoing	Transfers	At 31 Aug 2021 £
General reserve	65,435	147,192	(135,608)	635	77,654
Total unrestricted funds	65,435	147,192	(135,608)	635	77,654
Restricted funds					
Fundraising reserve	362	-	-	(362)	-
Extended Hours fund	273	-	-	(273)	-
Early Years Pupil Premium	-	1,876	(1,876)	-	-
SEN Funding	-	6,200	(6,200)	-	-
HMRC Job Retention Scheme	-	885	(885)	-	-
Total Restricted funds	635	8,961	(8,961)	(635)	-
Total funds	66,070	156,153	(144,569)	-	77,654

Early Years Pupil Premium(EYPP) is provided for children who are identified as needing extra support in their education due to a number of factors in their family circumstances. In 2020-21 Pre-school received a total of £1876 EYPP this funding was used to:

- Purchase equipment and resources for a raised bed and gardening equipment to facilitate activities outside to educate children about nurturing, growing, the environment and nature whilst enhancing outside play.
- Purchase a wooden outdoor kitchen and equipment and sand and water tray to encourage learning and play whilst embedding the foundations of caring and basic health and hygiene.

All of the EYPP funding was used to ensure that children identified as having met the EYPP criteria could benefit from the additional resources and activities.

SEN Funding is provided to support individual children attending pre school who need additional support. This funding is provided after referrals are made to the Early Years Intervention team who undertake an assessment and establish a care plan for the child, working with specialist staff within the setting.

The HMRC Job Retention Scheme funds were provided to support employment during COVID.

ST JOSEPH'S PRE-SCHOOL
NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2021

General reserve

General reserves are the free reserves after allowing for all designated funds.

14. Analysis of net assets between funds

	Tangible fixed assets	Other net assets	Total
	£	£	£
Unrestricted funds			
Unrestricted Funds	-	77,654	77,654
Restricted funds	-	-	-
Total funds	<u>-</u>	<u>77,654</u>	<u>77,654</u>

15. Related party transactions

The charity had no related party transactions that required disclosure.