

Riding Mill Pre-School Limited

Trustees Report and Financial Statements

For the Year Ended 29 February 2016

Registered Charity No. 1114179

Trustees Report

Board of trustees report for the year ended 29 February 2016:

Board of Trustees;

The following were Trustees at 1 March 2015:

Helen Ridley (Chair)
Helen Alder (Secretary)
Darren Griffin (Treasurer)

The following were Trustees at 29 February 2016:

Helen Hunter (Chair)
Victoria Leigh (Treasurer)
Paula Pocock (Secretary)

Address

Riding Mill Pre-school Limited (Registered Charity Number 1114179)
Millennium Hall
Riding Mill, Northumberland, NE44 6DR

Principal Activities:

Riding Mill Pre-School Limited is a registered charity that aims to enhance the development and education of children under statutory school age by encouraging the parents to understand and provide for the needs of their children through community groups. It runs a Pre-school for up to around 30 children from in and around Riding Mill.

Activities and Achievements:

We began the school year the Tour of Britain and a fabulous picnic for the children provided by the Village Halls Trust. Paula was nominated as Secretary, and as a committee we had a focus of developing the Spinney into a more useable, yet still wild, environment for the pre-school staff to use as a forest school environment. Thank you to all the parents who helped to clear pathways and overgrown areas in the autumn term. In the spring term Victoria sourced some trees for us and the staff and children did some tree planting, and some woodchipping paths were also relaid. The work done in the Spinney has made this into a fantastic resource that has enhanced our outdoor provision and it is used by preschool on a regular basis, as well as being a fabulous space that is open to all in the village to use. Thank you again to everybody who has helped

with this project, which is still ongoing as we hope to add rustic seating in the middle of the cleared area to provide a central learning/story telling space for a group of children.

Our fundraising in the autumn term got off to a grand start with the annual pre-school pumpkin party, which was well attended, and continued with a stall at the village craft fayre where we sold chutneys made using produce from the pre-school veg plot. We also sold Christmas cards designed by the children, some hand made Christmas decorations, and our annual Riding Mill Calendar was incredibly popular this year. Most of the photos were provided by Susan Law and we are very grateful for her donating these to make such a stunning calendar.

We held a wreath making evening in December where Catherine Harrison of Dere Street Flowers held a workshop on how to make a Christmas wreath. This excellent event was a sellout and I hope it will be repeated this year.

In the Spring term we held a Valentine Ball for the children. This was a fun event with a disco, a photobooth and lots of delicious homemade cakes. Unfortunately it wasn't particularly well attended and if we were to do this again we need to look at what makes our annual pumpkin party so popular and try and tap into that. We also had a cake stall at a local craft fayre in Corbridge, which despite the dreadful weather and low turn out did very well.

Our Summer Quiz, which we held together with the tennis club was very popular with the people of the village and the Parish Hall was filled to capacity. This was an excellent night. A massive thank you needs to go to everybody who made chillis, baked potatoes, tossed salads and supported our event.

As always Suzanne and her team have provided our children with a fabulous learning environment. It has been wonderful to see the progress they have made this year and hear them talk about the visitors they've had, the baking they've done, the treasure hunts they have been on, the stories they've read, the models they've made, the Spanish they have spoken, the songs they have sang. It has been a pleasure to watch them learn and grow. Thank you Suzanne, Shirley, Linda, Ang, Sarah, Amy and Laura for all your hard work and commitment to our children this year. A special mention needs to go to Shirley who is leaving us and will be a huge miss. I know what a marvelous support she has been to Suzanne, and to me, this year and I am so pleased and grateful that she has offered to continue to work with the children on various projects throughout the coming year.

We have had excellent numbers this year but next year our number on roll will be smaller and we need to be thinking about fundraising, and sourcing grants that can help to close the deficit between our funding and the costs of running the preschool. We also need to be spreading the word about our excellent preschool, through advertising and word of mouth in order to increase the number of children attending.

I have enjoyed being chair of the preschool and in the next few weeks I am looking forward to representing the Preschool at the inauguration and licensing of Revd Lesley Chapman as the new priest in charge of St James Riding Mill. Thank you to everyone: Suzanne and her staff; Victoria and Paula my fellow trustees; all the parents; and especially the children. You have made this such a good year.

Trustee selection method

Trustee membership is open to anybody with an interest in the Riding Mill Pre-school and the development of its children at Pre-school age. New trustees are recruited by existing Trustees and are typically the parents of those children attending Riding Mill Pre-school.

Trustees are either voted onto the committee at our Annual General Meeting or are co-opted on to the committee between Annual General Meetings. New Trustees must submit an application that meets Ofsted's requirements.

Risk management

The trustees have examined the major risks the charity faces and confirms that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen the risks.

Volunteers

The charity is grateful for the efforts of its volunteers who contribute greatly to the work of the organisation.

Signed.....*Helen Hunter*.....(Chair)

Date.....*19/10/2016*.....

Riding Mill Pre-School Limited Statement of Trustees' Responsibilities For The Year Ended 29 February 2016

The Charities Act 1993 requires the Trustees of the Charity to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year end of its financial position at the end of the year.

In preparing the financial statements the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Follow applicable accounting standards and the Charities SORP, disclosing any departure in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Charity will continue in operation.

The Trustees are responsible for keeping accounting records which are such as to disclose, with reasonable accuracy, the financial position of the Charity at any time, and to enable them to ensure that the financial statements comply with Charity law. The Trustees are also responsible for safeguarding the Charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on: 19/10/2016

And signed on their behalf by:

Name and Position:

Victoria Leigh (Treasurer)
Reube Baxendale (Secretary)
Helen Hunter (Chair)

Independent Examiner's Report

Riding Mill Pre-School Limited

Year Ended 29 February 2016

I report on the accounts of Riding Mill Pre-School Limited for the year ended 29 February 2016, which are set out on the following pages.

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 43(2) of The Charities Act 1993 (the 1993 Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 43(3)(a) of the 1993 Act);
- Follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- State whether particular matters have come to my attention.

Basis of examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that, in any material respect the requirements:

- to keep accounting records in accordance with section 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act;
- have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name:



Date:

19/10/2016

Charity Number; 1114179
Year ended 29 February 2016

Riding Mill Pre-School Limited
Income and Expenditure for the year ended 29 February 2016

	<u>Year ended</u> <u>28 February 2016</u>		<u>Year ended</u> <u>28 February 2015</u>	
	£	£	£	£
Receipts				
Fees and Grants	36,184		25,057	
Fundraising	3,826		3,581	
Interest received	<u>5</u>		<u>100</u>	
		40,015		28,738
Payments				
Wages, Tax and NI	32,201		27,686	
Rent	2,497		2,449	
Insurance	327		1,055	
Fundraising	2,640		1,150	
Equipment and Other Expenses	<u>2,142</u>		<u>1,897</u>	
		39,807		34,237
Deficit of Income over Expenditure		<u>(208)</u>		<u>(5,499)</u>

Riding Mill Pre-School Limited
Balance Sheet as at 29 February 2016

	<u>28 Feb 2016</u>	<u>28 Feb 2015</u>
	£	£
Current Assets		
Stock	5	5
Cash at bank and in hand	19,977	19,769
	19,982	19,774
Creditors due within one year		
Other Creditors and accruals	247	247
Taxation and social security	368	368
	(615)	(615)
Net Assets	<u>19,367</u>	<u>19,159</u>
	=====	=====
Other reserves	4,517	4,517
Income and Expenditure Account	14,850	14,642
	<u>19,367</u>	<u>19,159</u>
	=====	=====

For the year ending 29 February 2016, the company was entitled to exemption under section 479(2) of the Companies Act 2006. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibility for ;

- (i) Ensuring the company keeps accounting records which comply with section 386; and
- (ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its financial year, and of its profit and loss for the financial year in accordance with Section 393, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company.

Approved by the Trustees on: 19/10/2016

And signed on their behalf by:
Name and Position:

HELEN HUNTER (CHAIR)
VICTORIA LEIGH (TREASURER)