

ST ANDREWS PRE-SCHOOL
REGISTERED CHARITY NUMBER 1026835

ACCOUNTS FOR THE YEAR ENDED
31ST MAY 2018

TINGLE ASHMORE LTD
CHARTERED ACCOUNTANTS AND REGISTERED AUDITORS
SHEFFIELD

ST ANDREWS PRE-SCHOOL
ACCOUNTS FOR THE YEAR ENDED
31ST MAY 2018

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ST ANDREWS PRE-SCHOOL
ACCOUNTS FOR THE YEAR ENDED
31ST MAY 2018
GENERAL INFORMATION

Name and address	St Andrews Pre-School Pentland Road Dronfield Woodhouse S18 8ZQ
Trustees	Andrea Powell Alison Parker Kate Broomhead Sarah Blackburn Maxine Gachagan Genna Rowbotham - appointed July 2017 Emma Turnell - appointed July 2017 Amy Binney - appointed July 2017 Christine Watkinson - resigned July 2017 Chloe Gill Brooks - resigned July 2017
Independent examiner	Brendan Ashmore ACA Tingle Ashmore Ltd Chartered Accountants & Registered Auditors Enterprise House Broadfield Court Sheffield S8 0XF
Bankers	The Royal Bank of Scotland Plc Dronfield Branch 24 Lea Road Dronfield S18 1SB
Registered charity number	1026835

ST ANDREWS PRE-SCHOOL
ACCOUNTS FOR THE YEAR ENDED
31ST MAY 2018
TRUSTEES' ANNUAL REPORT

The trustees present their report and the financial statements for the year ended 31st May 2018.

Principal activities and objects

St Andrews Pre-School is a registered charity and is governed by its constitution.

The objects of the charity are to enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

Public benefit

The trustees consider that they have complied with the duty in section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission.

Trustees' responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Review of activities during the year

The receipts and payments account shows an increase in total receipts of over £35,000, to £130,784, due primarily to significantly higher Nursery certificate income from the Council, a result of the introduction of 30 hours funded childcare.

Total expenditure increased by around £7,000, to £115,902, due primarily to higher wages and rent payments.

Overall, there was a surplus for the year of £14,882, which compares to a deficit of £13,319 for the previous year.

ST ANDREWS PRE-SCHOOL
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TRUSTEES' ANNUAL REPORT

Reserves policy and financial position

The Receipts and Payments Account shows unrestricted funds at 31st May 2018 of £64,730 of which £35,000 has been set aside in a designated fund to cover anticipated staff redundancy payments in the event that the pre-school has to close. The balance of £29,730 represents approximately 3 months of expenditure. This level of reserves is held to fund the continuing expenditure of the charity.

Risk Management

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate the exposure to major risks.

The report of the trustees was approved on 3rd July 2018 and signed on its behalf by

.....
Andrea Powell

ST ANDREWS PRE-SCHOOL
ACCOUNTS FOR THE YEAR ENDED
31ST MAY 2018
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ST ANDREWS PRE-SCHOOL

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31st May 2018 which are set out on pages 5 to 7.

Responsibilities and basis of report

As the charity's trustees 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 charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records

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

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Brendan Ashmore ACA
Tingle Ashmore Ltd
Chartered Accountants & Registered Auditors
Enterprise House
Broadfield Court
Sheffield
S8 0XF

Dated : 17th July 2018

ST ANDREWS PRE-SCHOOL
ACCOUNTS FOR THE YEAR ENDED
31ST MAY 2018
RECEIPTS AND PAYMENTS ACCOUNT

		Unrestricted funds 2018	Restricted funds 2018	Total funds 2018	Total funds 2017
	Note	£	£	£	£
RECEIPTS					
Nursery certificates		92,125	-	92,125	55,096
Fees		32,464	-	32,464	34,331
Other grants and donations		-	1,564	1,564	1,409
Uniform sales		60	-	60	140
Meals		1,884	-	1,884	1,749
Christmas party		230	-	230	207
Fundraising and gift aid		671	1,153	1,824	1,687
Contributions to trip expenses		580	-	580	575
Bank interest		53	-	53	197
TOTAL RECEIPTS		<u>£128,067</u>	<u>£2,717</u>	<u>£130,784</u>	<u>£95,391</u>
PAYMENTS					
Wages and training costs		92,218	1,564	93,782	86,399
Rent		9,822	-	9,822	7,791
Equipment and repairs		2,180	1,153	3,333	2,720
Supplies		1,212	-	1,212	1,835
Uniforms		238	-	238	227
Advertising and website		1,056	-	1,056	745
Photocopying, stationery and stamps		339	-	339	476
Mobile phone and internet		130	-	130	145
Milk, snacks and meals		3,570	-	3,570	4,414
PLA membership and insurance		748	-	748	729
Independent examination and payroll preparation		834	-	834	930
Leaving presents		-	-	-	127
Trips and excursions		806	-	806	501
French lessons		440	-	440	340
Sundries		1,311	-	1,311	875
Bank charges		(1,719)	-	(1,719)	456
TOTAL PAYMENTS		<u>£113,185</u>	<u>£2,717</u>	<u>£115,902</u>	<u>£108,710</u>
SURPLUS/(DEFICIT) FOR THE YEAR	2	14,882	-	14,882	(13,319)
Cash and bank balances brought forward		<u>49,848</u>	<u>-</u>	<u>49,848</u>	<u>63,167</u>
Cash and bank balances carried forward		<u>£64,730</u>	<u>£-</u>	<u>£64,730</u>	<u>£49,848</u>

ST ANDREWS PRE-SCHOOL
ACCOUNTS FOR THE YEAR ENDED
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STATEMENT OF ASSETS AND LIABILITIES

	2018	2017
	£	£
CASH AND BANK DEPOSITS		
Royal Bank of Scotland Plc		
Deposit account	62,456	47,889
Current account	2,262	1,953
Cash	12	6
	<u>£64,730</u>	<u>£49,848</u>
 Analysis between funds		
Unrestricted funds		
General reserve	29,730	19,848
Designated fund	35,000	30,000
	<u>£64,730</u>	<u>£49,848</u>

The Pre-School has a stock of play equipment and supplies of paint, paper etc. This has not been valued due to difficulties in ascertaining a realistic realisable value. It has an insurance value of £10,000. The Pre-School had a liability of £319 (2017 - £nil) at 31st May 2018 in respect of pension contributions payable for May's wages.

These accounts are prepared in accordance with the provisions of the Charities Act 2011.

The accounts were approved by the Trustees on 3rd July 2018 and signed on their behalf by

.....
Amy Binney

ST ANDREWS PRE-SCHOOL
ACCOUNTS FOR THE YEAR ENDED
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NOTES TO THE ACCOUNTS

1 Accounting Policies

a) Basis of preparation

The accounts have been prepared under the historical cost convention on a receipts and payments basis.

b) Fund accounting

Funds held by the charity are either:-

Unrestricted funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds - these comprise unrestricted funds that have been set aside by the trustees to meet staff redundancy payments in the event that the pre-school has to close.

Restricted funds - these are funds that can only be used for particular restricted purposes, imposed by the donor or through the terms of an appeal.

	2018	2017
	£	£
2 Surplus/(deficit) for the year		
This is stated after charging		
Independent examination and payroll preparation fees	£834	£930
	<u>£834</u>	<u>£930</u>

3 Restricted funds

	Balance at 1st June 2017	Movement in resources		Balance at 31st May 2018
	£	Incoming £	Outgoing £	£
Staff costs	-	1,564	(1,564)	-
Equipment	-	1,153	(1,153)	-
	<u>£-</u>	<u>£2,717</u>	<u>£(2,717)</u>	<u>£-</u>

The restricted funds arose as follows:

Staff costs - grants received to cover additional staff costs for particular children, or staff training.

Equipment - fundraising specifically for the fencing and playground area.