

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 30 SEPTEMBER 2019**

Company Registration Number 5941901  
Charity Number 1121726



**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS**

**YEAR ENDED 30 SEPTEMBER 2019**

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**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT**

**YEAR ENDED 30 SEPTEMBER 2019**

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The Trustees have pleasure in presenting their report and the unaudited financial statements of the charitable company for the year ended 30 September 2019.

**REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Registered Charity Name</b>	Willow Nursery and Pre-School Limited
<b>Charity Registration Number</b>	1121726
<b>Company Registration Number</b>	5941901
<b>Registered Office</b>	Charlton Road Shepton Mallet Somerset BA4 5PG

**THE TRUSTEES**

The Trustees who served the charitable company during the period were as follows:

E Rogers (Chairman)	Reappointed 5 February 2018 (Chairman as of 10 June 2020)
J A Pyke (Treasurer)	Re-appointed 5 February 2018
L Tyne	Appointed 5 February 2018
E Dukes	Appointed 14 October 2019
J Rossiter (Chairman)	Appointed 5 February 2018. Resigned 10 June 2020
G Billing (Vice Chair)	Appointed 5 February 2018. Resigned 10 June 2020

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2019**

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**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Company was incorporated on 20 September 2006 and commenced trading on 1 May 2007. It was registered as a charity, number 1121726, on 27 November 2007.

Willow's charitable objects are:

To enhance the development and education of children primarily under statutory school age by providing and/or assisting in the provision of childcare and educational services for the benefit of the community, in particular (without limitation) children of 0-5 years services in the area of Shepton Mallet.

It is the responsibility of the Trustees to ensure that Willow Nursery and Pre-School Limited complies with its aims and is managed correctly.

All Parents and Carers are invited prior to our AGM to stand for election to the Trustees. Places on the Board are also open to members of the wider community, if they wish to stand. We aim to encourage membership of the Board that is representative both of Parents and Carers, and the wider community, where this is of benefit to Willow Nursery and Pre-School Limited. (For Example, to provide access to professional expertise that is not available via the current Board, or to provide access to professional expertise that is not available via the current Board, or to provide linkages to other settings or businesses that could improve ways of working.)

Willow Nursery and Pre-School Limited is registered with Ofsted and receives funding from the Government for eligible 2, 3 & 4 year olds to attend part-time sessions. The County Council pay the charitable company directly, up to the maximum number of hours allocated to each funding period. We also work closely with Children's Social Care and when possible keep one space free in each building to provide emergency childcare if requested.

**Risk Assessment**

The Trustees regularly review all types of risk and make contingencies for systematic risk. Operating risks that can be measured are controlled and monitored. In addition, the Trustees regularly review the risks to which children and staff within Willow Nursery and Pre-School Limited is exposed, to ensure that the systems are in place to mitigate exposure to those risks.

All members of Staff, Trustees, Students and Volunteers all have an enhanced DBS disclosure, we have accident and incident forms for children, staff and any adult on the premises, medication authorisation forms are filled in by parents prior to any medications being administered.

All parents sign a contract prior to their child starting which lists any medical/health problems, allergies/sensitivities, any regular medication, food intolerances/sensitivities or foods forbidden by religion of culture or special needs.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
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**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2019**

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There are also sections for permission to take photographs (for use within the Nursery and our Website and local/national papers), walks within the local community, for staff to apply creams (i.e. sun cream and sudacrem) and for staff to change the child's clothing.

The Parents also sign to authorise staff to seek medical treatment in their absence.

We have an incoming information book, in which parents inform us of any accidents etc. That the child may have had at home.

The Trustees are consulted on any expenditure, or any repairs to the building, that are not part of the day to day expenses needed to run the group. Signatories for the bank account are the Chair & Treasurer both signatures are required to authorise cheques.

**OBJECTIVES AND ACTIVITIES**

The charitable objects of Willow Nursery and Pre-School Limited are to enhance the development and education of Children primarily under statutory school age by providing and/or assisting in the provision of childcare and educational services for the benefit of the community, in particular (without limitation) children aged between 0-5 years in the area of Shepton Mallet.

Our first objective is to provide a safe, stimulating environment for children attending Willow Nursery and Pre-School to grow and thrive.

We employ qualified staff to meet the Early Years Foundation Stage educational requirements, and we encourage all staff to identify training opportunities that ensure continuous professional development. The Trustees assesses training requests regularly and approves almost all requests for training.

Willow Nursery and Pre-School Limited also offer work placements for appropriate students working towards a Childcare qualification. We currently have one work placement student who started in September 2017.

Our second objective is to provide affordable, high quality childcare. All staff with key children hold or are working towards early years' foundation stage.

Costs and suppliers are reviewed to identify savings, and savings are either re-invested to maintain and improve the quality of learning and play equipment, saved for our building fund or used to off-set fee increases:

**Public Benefit**

In shaping our objectives for the year and planning our activities the Trustees have considered the Charity Commission's guidance on public benefit.

We reserve a space for emergency placements. These places are usually subsidised by the County Council.

We review our fees annually and only increase them if necessary.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2019**

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**ACHIEVEMENTS AND PERFORMANCE**

We have improved working conditions for staff through:

- Managing flexible returns to work for all staff on maternity leave.
- Considering frequent requests to change contracted hours
- Team Building days out

We have held a number of fund-raising events (a few of which were):

- A stall at Collett Day (the local fete)
- A quiz night
- Bingo
- Discos
- Raffle

This year we raised a total of £4,439 (2018 £3,508).

We continue to hold strong governance and Trustees – staff relations following the AGM in February 2018, by:

- The election of a strong Board
- Holding joint events for staff and Board members
- Encouraging staff attendance at committee meetings
- Increasing the involvement and visibility of Board members day-to-day

**FINANCIAL REVIEW**

The charitable company has seen a slight decrease in incoming resources to £240,980, from £242,548. We consider this a normal fluctuation in sustained income. We still maintain to be the busiest Nursery in Shepton Mallet and have waiting lists or are full on most days for the 2020 Academic year.

Resources expended have risen significantly to £240,631 from £219,163 (2018). The reason for this substantial increase is due to the fees associated with our new building, additional accountancy work was needed for the mortgage application and legal fees, searches etc associated with the purchase. In addition to these one off costs, we are having to pay buildings insurance and rates on the new building and paying for a service to assist with the planning consent of the new building.

Also we have seen general expected increases in staff and pension costs, but have managed to source alternative cheaper suppliers for telephone, internet and medical waste.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2019**

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**Policy on Reserves**

The charitable company aims to maintain free reserves that are available for its general purposes, i.e. those funds that are not restricted, designated or otherwise committed, at a level that is reasonably likely to facilitate sustainability of its activities over the ensuing 12 months.

The charitable company is building reserves for the purpose of replacing the existing buildings when it becomes necessary. The age of the Annexe buildings are unknown, but is possibly over 20 years old and the life expectancy of an Elliott building is approximately 25 years. With current condition and age of the building it is expected that within the next couple of years it will have to be replaced.

In May 2019 Willow purchased a large plot and building to move into once we have approved planning and developed the site will be used for the nursery and pre-school. This purchase has resulted in the large surplus of reserves being used as the deposit for the purchase.

**PLANS FOR FUTURE PERIODS**

The new Trustees, elected in February 2018, are in the process of setting a clear future direction for Willow Nursery and Pre-School Limited, that will ensure that the charitable company is, and continues to be, a going concern, and that it is well run and delivering its charitable outcomes, as stipulated by the Charities Commission.

The Trustees have been made very aware that the need for early years child care around Shepton Mallet is great. County Council will not allow Willow to close as there is such a demand for early years childcare.

It is not viable for Willow to invest heavily into buildings that; do not belong to the Charity; or have no economic value. Thus, the trustees are seeking to find an alternative site to move to.

The idea here is to create a state-of-the-art Nursery and Pre-school. We envisage promoting additional activities for all children, for example: Baby sensory; Forest School; Music with Mummy etc. This will massively impact the wider community of Shepton Mallet. We will need to apply for grant funding alongside our reserves to help re-develop a potential site to ensure our vision becomes reality.

We have used the majority of reserves in May 2019 as a deposit against a building we are about to complete on.

**RESPONSIBILITIES OF THE TRUSTEES**

The Trustees (who are also the Directors of Willow Nursery and Pre-School Limited for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and the income and expenditure of the charitable company for that period.

view of the state of affairs of the charitable company and the income and expenditure of the charitable company for that period.

## **WILLOW NURSERY AND PRE-SCHOOL LIMITED**

### **COMPANY LIMITED BY GUARANTEE**

### **TRUSTEES ANNUAL REPORT *continued***

### **YEAR ENDED 30 SEPTEMBER 2019**

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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 and FRS 102
- Make judgements and accounting estimates that are reasonable and prudent
- State whether applicable UK 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 charitable company will continue in operation

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **INDEPENDENT EXAMINER**

Mr R Pyke of R & J Business Solutions Ltd has been appointed as independent examiner for the ensuing year.


### **SMALL COMPANY PROVISIONS**

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Registered Office:

Charlton Road  
Shepton Mallet  
Somerset  
BA4 5PG

Signed on behalf of Trustees:



**E Rogers**  
Chairman



**J Pyke**  
Treasurer



## **WILLOW NURSERY AND PRE-SCHOOL LIMITED**

### **COMPANY LIMITED BY GUARANTEE**

## **INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF WILLOW NURSERY AND PRE-SCHOOL LIMITED**

### **YEAR ENDED 30 SEPTEMBER 2019**

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I report on the accounts of the charitable company for the year ended 30 September 2019 set out on pages 11 to 18.

#### **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER**

The charitable company's Trustees (who are also the directors of Willow Nursery and Pre-School Limited for the purposes of company law) are responsible for the preparation of the accounts. The charitable company's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charitable company is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- To follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention

#### **BASIS OF INDEPENDENT EXAMINER'S STATEMENT**

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 charitable company 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.

#### **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 386 of the Companies Act 2006 and section 130 of the charities act 2011; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities.

have not been met, or

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF WILLOW NURSERY AND PRE-SCHOOL  
LIMITED *continued***

**YEAR ENDED 30 SEPTEMBER 2019**

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



Mr Robert Pyke AFA MIPA  
R & J Business Solutions  
North Street  
Langport  
TA10 9RL

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)**

**YEAR ENDED 30 SEPTEMBER 2019**

		Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
	<b>Note</b>				
<b>INCOMING RESOURCES</b>					
Incoming resources from charitable activities	2	240,747	-	240,747	242,467
Investment income		233	-	233	81
<b>TOTAL INCOMING RESOURCES</b>		<b><u>240,980</u></b>	<b>-</b>	<b><u>240,980</u></b>	<b><u>242,548</u></b>
<b>RESOURCES EXPENDED</b>					
Charitable activities	3/4	(227,417)	-	(227,417)	(207,157)
Governance costs		(13,214)	-	(13,214)	(12,006)
<b>TOTAL RESOURCES EXPENDED</b>		<b><u>(240,631)</u></b>	<b>-</b>	<b><u>(240,631)</u></b>	<b><u>(219,163)</u></b>
<b>NET (OUTGOING) RESOURCES FOR THE YEAR/NET (EXPENDITURE) FOR THE YEAR</b>					
	5	349	-	349	23,385
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>127,898</u>		<u>127,898</u>	<u>104,513</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>128,247</u></b>	<b>-</b>	<b><u>128,247</u></b>	<b><u>127,898</u></b>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 14 to 18 form part of these financial statements.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET**

**YEAR ENDED 30 SEPTEMBER 2019**

		2019 £	2018 £
<b>FIXED ASSETS</b>			
Tangible assets	7	457,759	2,998
<b>CURRENT ASSETS</b>			
Debtors	8	14,846	17,292
Cash at bank and in hand		<u>38,835</u>	<u>183,460</u>
		<u>53,681</u>	<u>200,752</u>
<b>CREDITORS: Amounts falling due within one year</b>	9	(70,896)	(75,852)
<b>NET CURRENT ASSETS</b>		(17,215)	124,900
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>440,544</u>	<u>127,898</u>
<b>LONG TERM LIABILITIES</b>		312,297	-
<b>NET ASSETS</b>		<u>128,247</u>	<u>127,898</u>
<b>FUNDS</b>			
Unrestricted income funds	10	<u>128,247</u>	<u>127,898</u>
<b>TOTAL FUNDS</b>			

The notes on pages 14 to 18 form part of these financial statements.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET *continued***

**YEAR ENDED 30 SEPTEMBER 2019**

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The Trustees are satisfied that the charitable company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The Trustees acknowledge their responsibilities for:

- i. ensuring that the charitable company keeps adequate accounting records which comply with section 386 of the Act, and
- ii. preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the members of the committee on the 28/7/20 and are signed on their behalf by:



28/7/2020

**E Rogers (Chairman)**



28/7/20

**J A PYKE (TREASURER)**

Company Registration Number: 5941901

The notes on pages 14 to 18 form part of these financial statements.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 30 SEPTEMBER 2019**

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**1. ACCOUNTING POLICIES**

**Basis of Accounting**

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" in accordance with the financial reporting standard applicable in the UK (FRS 102) issued on 16 July 2014 and the Companies Act 2006, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

**Incoming Resources**

Grant income is recognised in the period specified by the donor. Grants awarded for the performance of a charitable service or the production of charitable goods are recognised as incoming resources from charitable activities. Other grants received are recognised as voluntary income.

**Fund Accounting**

Unrestricted funds can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charitable company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes, expenditure that meets these criteria is charged to the fund.

**Resources Expended**

Resources expended are recognised in the period they are incurred and include any attributable VAT which cannot be recovered.

Costs which are directly attributable to meeting charitable objects are classified as provision of charitable services. These costs are directly allocated to activities.

Costs which are indirectly attributable to meeting charitable objectives are classified as support costs. Such support costs are allocated to activities based on an approximation of support staff time.

Costs associated with the general running of the charitable company which are not attributable to meeting charitable objects are classified as governance costs.

**Fixed Assets**

All fixed assets are initially recorded at cost.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2019**

**1. ACCOUNTING POLICIES *continued***

**Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Freehold Property	- NIL
Property Improvements	- 5% straight line
Equipment	- 25% straight line
Fixtures & Fittings	- 20% straight line
Computer Equipment	- 1/3 straight line

**2. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Fees & SCC Grants	224,818	-	224,818	229,599
Other grants, sponsorship and sundry income	<u>15,929</u>		<u>15,929</u>	<u>12,868</u>
	<u>240,747</u>	-	<u>240,747</u>	<u>242,467</u>

**3. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Nursery and Pre-School Services	<u>227,417</u>	-	<u>227,417</u>	<u>207,157</u>

**4. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE**

	Nursery and Pre-School Costs £	Total Funds 2019 £	Total Funds 2018 £
Nursery and Pre-School Services	<u>227,417</u>	<u>227,417</u>	<u>207,157</u>

**5. NET INCOMING RESOURCES FOR THE YEAR**

This is stated after charging:

	2019 £	2018 £
Depreciation	<u>819</u>	<u>749</u>
Independent Examiners fee	<u>550</u>	<u>550</u>

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2019**

**6. STAFF COSTS AND EMOLUMENTS PARTICULARS OF EMPLOYEES**

Total staff costs were as follows:

	2019	2018
	£	£
Wages & Salaries	154,691	156,668
Social Security Costs	4,492	2,676
Pension	1,102	742
	<u>160,285</u>	<u>160,086</u>

**Particulars of employees:**

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2019	2018
	No	No
Number of direct staff	<u>16</u>	<u>16</u>

No employee received remuneration of more than £60,000 during the year (2018 - Nil).

**7. TANGIBLE FIXED ASSETS**

	Freehold Property £	Property Improvements £
<b>COST</b>		
At 1 October 2018	-	-
Additions	450,000	5,580
<b>At 30 September 2019</b>	<u>450,000</u>	<u>5,580</u>
	Freehold Property £	Property Improvements £
<b>DEPRECIATION</b>		
At 1 October 2018	-	-
Charges for the year	-	70
<b>At 30 September 2019</b>	<u>-</u>	<u>70</u>
<b>NET BOOK VALUE</b>		
<b>At 30 September 2019</b>	<u>450,000</u>	<u>5,510</u>
At 30 September 2018	-	-



**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2019**

**TANGIBLE FIXED ASSETS *Cont***

	Equipment £	Fixtures & Fittings £	Computer Equipment £	Total £
<b>COST</b>				
At 1 October 2018	6,377	23,160	515	30,052
Additions	-	-	-	455,580
<b>At 30 September 2019</b>	<b>6,377</b>	<b>23,160</b>	<b>515</b>	<b>485,632</b>
	Equipment £	Fixtures & Fittings £	Computer Equipment £	Total £
<b>DEPRECIATION</b>				
At 1 October 2018	6,377	20,162	515	27,054
Charges for the year	-	749	-	819
<b>At 30 September 2019</b>	<b>6,377</b>	<b>20,911</b>	<b>515</b>	<b>27,873</b>
<b>NET BOOK VALUE</b>				
<b>At 30 September 2019</b>	<b>-</b>	<b>2,249</b>	<b>-</b>	<b>457,759</b>
At 30 September 2018	-	2,998	-	2,998

**8. DEBTORS**

	2019 £	2018 £
Trade debtors	5,433	6,993
Prepayments	1,227	1,700
Other Debtors	-	-
PAYE and social security	6,842	6,620
Sundry debtors	1,343	1,979
	<b>14,846</b>	<b>17,292</b>

**9. CREDITORS: Amounts falling due within one year**

	2019	2018
	£	£
Trade creditors	1,882	2,309
Wages control account	11,115	11,845
Accruals and deferred income	<u>57,898</u>	<u>61,698</u>
	<u>70,896</u>	<u>75,852</u>

**10. UNRESTRICTED INCOME FUNDS**

	Balance at 1 Oct 2018	Incoming Resources	Outgoing Resources	Balance at 30 Sept 2019
	£	£	£	£
General Funds	<u>127,898</u>	<u>240,980</u>	<u>(240,631)</u>	<u>128,247</u>

**11. ANALYSIS OF FUNDS**

	Tangible Fixed Assets	Net Current Assets	Long Term Liabilities	Total
	£	£	£	£
Unrestricted Income Funds	<u>457,759</u>	<u>(17,215)</u>	<u>(312,297)</u>	<u>128,247</u>
Total Funds	<u>457,759</u>	<u>(17,215)</u>	<u>(312,297)</u>	<u>128,247</u>

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2019**

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**12. RELATED PARTY TRANSACTIONS**

The charitable company was under the control of the Trustees throughout the current year.

It was agreed by the board on 14 October 2019 to continue to use annual accounts, bookkeeping and payroll services from R & J Business Solutions. Mrs. J Pyke (Treasurer) is a Director of this Company. During the period under review R & J Business Solutions received £12,664 (including VAT) for their services. (2018: £11,456 including VAT). Jemma Pyke is heavily involved in Willow's day to day running and prepared all information relating to the new property purchase in addition to their normal services.

This year the trustees agreed for Mr Rob Pyke of R & J Business Solutions to prepare the independent examination. Whilst part of R & J Business Solutions, he is not involved with the running of Willow. We are satisfied that Mr Pyke is independent and by separating staff and tasks, segregation of duties is upheld and ultimately integrity is not impaired.

**COMPANY LIMITED BY GUARANTEE**

The company is limited by guarantee not having a share capital. The members who are also the Directors and Trustees undertake to contribute to the assets of the company in the event of it being wound up either whilst a member or within one year of their membership ceasing. The maximum contribution required from each member is £1.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**MANAGEMENT INFORMATION**

**YEAR ENDED 30 SEPTEMBER 2018**

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**The following page does not form part of the statutory financial statements which are the subject of the  
independent examiner's report on pages 9 to 10.**

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**

**YEAR ENDED 30 SEPTEMBER 2018**

	2019 £	2018 £
<b>INCOMING RESOURCES FROM CHARITABLE ACTIVITIES</b>		
Fees & SCC Grants	224,818	229,599
Investment income	233	81
Other Grants, sponsorship and sundry income	15,929	12,868
<b>TOTAL INCOMING RESOURCES</b>	<b><u>240,980</u></b>	<b><u>242,548</u></b>

	2019 £	2018 £
<b>RESOURCES EXPENDED ON CHARITABLE ACTIVITIES</b>		
<b>Nursery and Pre-School Services</b>		
Purchases and Activities	8,507	9,151
Rent	5,500	5,250
Wages and Salaries	154,691	156,668
Employer's NIC	4,492	2,676
Pension	1,102	742
Uniform	217	354
Children's snacks	9,415	8,557
Rates and Water	1,574	526
Light and Heat	1,689	2,028
Repairs and Maintenance	760	181
Insurance	1,457	1,014
Accountancy, Audit and Bookkeeping	13,214	12,006
Legal and Professional Fees	20,577	7,692
Telephone	972	855
Office Expenses	3,669	3,756
Depreciation	819	749
Printing, Stationery and Postage	193	276
Staff Training	11	1,737
Laundry and Cleaning	2,423	1,305
Subscriptions	324	200
Bank Charges	2,539	184
Computer Software	260	260
Travel	189	2,996
Bad debt write off	2,598	-
Mortgage interest	3,439	-
<b>TOTAL RESOURCES EXPENDED</b>	<b><u>240,631</u></b>	<b><u>219,163</u></b>

<b>NET OUTGOING RESOURCES FOR THE YEAR</b>	<b><u>349</u></b>	<b><u>23,385</u></b>
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