

Under Fives Roundabout

Charity no: 1027240

Report and Financial Statements
for the year ended
31 August 2007

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Trustees' Annual Report

Reference and administration

Charity name	Under Fives Roundabout
Registered charity number	1027240
Address	St Luke's Church Centre Victoria Road Cambridge CB4 3DZ
Trustees	Lisa Bailey - appointed 11 th October 2006 Rebecca Barber Fiona Bell-Williamson - resigned 11 th October 2006 Celia Cobb (Secretary) Lisa Eadon Suzanne Farrow - appointed 11 th October 2006 Melanie Hale David Hargreaves - appointed 11 th October 2006 Julie Hillmyer - resigned 11 th October 2006 Eileen Hori (Chairperson) Regina Lawrence Claire Newsam - resigned 11 th October 2006 Zoe Norman - resigned 11 th October 2006 Caroline Potter Richard Powell (Treasurer) Christina Smith - resigned 11 th October 2006 Jo Ward

Structure, governance and management

Constitution

Under Fives Roundabout ('the charity') is governed by a constitution adopted on 31st January 2007 based on the model constitution of the Pre-School Learning Alliance. It is a registered charity no. 1027240.

Trustees

Trustees are appointed or re-appointed at the Annual General Meeting, and typically serve for a period of between one and three years. The trustees meet at least six times a year.

Objectives and activities

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.

The charity's main activity in relation to these objects is the provision of a pre-school group, a playgroup and a toddler group at a shared premises in Cambridge during school terms.

Achievements and performance

The trustees are very pleased with the development of the charity's activities. Demand for places in the pre-school and playgroup continues to grow, and with planned developments in local housing this trend looks set to continue. The pre-school now provides places for up to 22 children at a time, and the playgroup for up to 12 children at a time. Both groups were operating at capacity at the year end. The pre-school and playgroup were inspected by Ofsted during the year and the trustees are delighted to report that the groups received the rating 'good'.

Generous grants and innovative fundraising (including regular cake sales, the production and sale of a recipe book illustrated by the children and a wine-tasting evening for staff, parents and friends) enabled the purchase of significant amounts of new equipment and the introduction of new play and learning activities for the children.

Financial review

Result and funds

The charity recorded a surplus for the year of £5,626 (2006: £8,034) and total funds increased from £9,108 at the start of the year to £14,734 at the end of the year.

Reserves policy

It is the policy of the charity to maintain minimal reserves. Funding for its activities is provided by local government under the 'Early Years' funding scheme and by parental contributions. Early Years funding is received in advance of each half term and parental contributions are received on an ongoing basis throughout the term. Collectively this funding is sufficient to meet the charity's liabilities as and when they arise.

Plans for future periods

In March, the groups' landlord informed the charity of its intention to terminate its tenancy agreement on 1st April 2008. Plans are now well advanced to relocate the groups to brand new premises on the edge of a local primary school site during the next financial year. This arrangement will be of mutual benefit to both the school and the charity, and an exciting future lies ahead with significant opportunities for expansion and development.

In connection with this, as explained further in note 10 to the accounts, an interest-free loan of £10,000 has been secured from two trustees enabling a provisional order to be placed with a construction company for the new premises, a demountable building with a lifespan of sixty years. Further project funding is now being sought.

The above report was approved by the trustees on 10th October 2007 and signed on their behalf by:

Eileen Hori
Chairperson

Independent Examiner's Report on the Accounts

to the Management Committee of Under Fives Roundabout

I report on the accounts of Under Fives Roundabout ('the charity') for the year ended 31 August 2007 which are set out on pages 4 to 9.

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 Act'), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed.

It is my responsibility:

- to examine the accounts (under section 43(3) of the Act, as amended);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act, as amended); 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 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 trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 41 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: _____

Date: 11th October 2007

Patrick O'Connor, BSc, FCA
51 Downs Park West, Bristol, Avon, BS6 7QL

Statement of Financial Activities

		Year ended 31 Aug 2007 Unrestricted Funds £	Year ended 31 Aug 2007 Restricted Funds £	Year ended 31 Aug 2007 Total Funds £	Year ended 31 Aug 2006 Total Funds £
Incoming resources	<i>Note</i>				
Incoming resources from generated funds					
Activities for generating funds	3	3,936	-	3,936	3,077
Investment income		640	-	640	276
Incoming resources from charitable activities	4	12,667	43,024	55,691	54,247
Total incoming resources		17,243	43,024	60,267	57,600
Resources expended					
Costs of generating funds					
Fundraising trading costs	5	(375)	-	(375)	(520)
Charitable activities	6	(12,153)	(42,113)	(54,266)	(49,046)
Total resources expended		(12,528)	(42,113)	(54,641)	(49,566)
Net movement in funds		4,715	911	5,626	8,034
Total funds brought forward		9,108	-	9,108	1,074
Total funds carried forward		13,823	911	14,734	9,108

Balance sheet

		At 31 Aug 2007 £	At 31 Aug 2007 £	At 31 Aug 2006 £	At 31 Aug 2006 £
	Note				
Current assets					
Debtors (<i>See note below</i>)	8	11,259		1,166	
Cash at bank		21,353		14,144	
			32,612		15,310
Creditors: amounts falling due within one year (<i>See note below</i>)					
	9		(17,878)		(6,202)
Net assets					
			14,734		9,108
Funds of the charity					
Unrestricted funds			13,823		9,108
Restricted income funds			911		-
Total funds					
			14,734		9,108

Note: Debtors include £10,000 paid to secure a provisional order to build new premises. This was funded by an interest-free loan of £10,000 from related parties shown within Creditors: amounts falling due within one year. Further details are provided in Note 10 to the accounts.

Approved by the management committee on 10th October 2007 and signed on its behalf by:

Richard Powell
Treasurer

Notes forming part of the financial statements

for the year ended 31 August 2007

1. Basis of preparation

These financial statements have been prepared on the basis of historic cost in accordance with *Accounting Standards* and the *Charities Act 1993*, and for the first time in accordance with *Accounting and Reporting by Charities: Statement of Recommended Practice (SORP 2005)*, which has necessitated minor changes to the classification of prior-year comparatives. No changes have been made to the accounting policies.

2. Accounting policies

Incoming resources are included in full in the Statement of Financial Activities in the period in which they become receivable.

Resources expended are recognised in full in the Statement of Financial Activities in the period in which they are incurred.

Unrestricted funds include fees and other incoming resources receivable or generated for the objects of the charity without specified purpose and are available as general funds.

Restricted funds include local authority funding for the provision of pre-school education services, and grants towards specific capital expenditure or the costs of one-on-one supervisory staff, and are used for specific purposes as laid down by the donor.

Equipment is expensed in the year of purchase unless it is substantial in value, in which case it is capitalised in the balance sheet and depreciated over its useful economic life.

3. Activities for generating funds

	Year ended 31 Aug 2007 Unrestricted Funds £	Year ended 31 Aug 2007 Restricted Funds £	Year ended 31 Aug 2007 Total Funds £	Year ended 31 Aug 2006 Total Funds £
Christmas Bazaar	683	-	683	498
Summer Fayre	1,310	-	1,310	987
Commission on product promotions	543	-	543	270
Commission on photographs	84	-	84	273
T-shirts, sweatshirts, T-towels	23	-	23	402
Cake sales	363	-	363	317
Toy hire	80	-	80	149
Recipe books	363	-	363	-
Other	487	-	487	181
	3,936	-	3,936	3,077

4. Incoming resources from charitable activities

	Year ended 31 Aug 2007 Unrestricted Funds £	Year ended 31 Aug 2007 Restricted Funds £	Year ended 31 Aug 2007 Total Funds £	Year ended 31 Aug 2006 Total Funds £
Grants				
Equipment	-	2,430	2,430	1,997
One-on-one child supervision	-	2,032	2,032	2,682
Nursery milk, supply cover and training	-	1,348	1,348	1,183
	-	5,810	5,810	5,862
Fees				
Local Authority Pre-school funding	-	37,214	37,214	36,449
Other Pre-School and Playgroup fees	7,377	-	7,377	5,703
Toddler Group fees	5,290	-	5,290	6,233
	12,667	37,214	49,881	48,385
Total incoming resources from charitable activities	12,667	43,024	55,691	54,247

5. Fundraising trading costs

	Year ended 31 Aug 2007 Unrestricted Funds £	Year ended 31 Aug 2007 Restricted Funds £	Year ended 31 Aug 2007 Total Funds £	Year ended 31 Aug 2006 Total Funds £
Christmas Bazaar	79	-	79	-
Summer Fayre	245	-	245	223
T-shirts, sweatshirts, T-towels	-	-	-	297
Other	51	-	51	-
	375	-	375	520

6. Charitable activities

	Year ended 31 Aug 2007 Unrestricted Funds £	Year ended 31 Aug 2007 Restricted Funds £	Year ended 31 Aug 2007 Total Funds £	Year ended 31 Aug 2006 Total Funds £
Staff costs (note 7)	8,839	29,094	37,933	35,527
Rent	2,624	8,034	10,658	9,274
Administration	93	284	377	220
Insurance	70	214	284	274
Equipment	-	1,793	1,793	2,635
Supplies	266	1,541	1,807	940
Training	49	380	429	30
Activities and trips	143	559	702	-
Other	69	214	283	146
	12,153	42,113	54,266	49,046

7. Staff costs and numbers

	Year ended 31 Aug 2007 Total Funds £	Year ended 31 Aug 2006 Total Funds £
Salaries and wages	37,366	35,063
Social security costs	567	464
	37,933	35,527
Average number of employees during the year:	7	7

No employee received emoluments above £60,000 in the year or the previous year.

8. Debtors

	Year ended 31 Aug 2007 Total Funds £	Year ended 31 Aug 2006 Total Funds £
Deposit paid to secure a provisional order to build new premises (note 10)	10,000	-
Other debtors	-	56
Prepayments and accrued income	1,259	1,110
	<hr/>	<hr/>
	11,259	1,166
	<hr/>	<hr/>

9. Creditors: amounts falling due within one year

	Year ended 31 Aug 2007 Total Funds £	Year ended 31 Aug 2006 Total Funds £
Loans from related parties (note 10)	10,000	-
Other creditors	2,034	1,139
Accruals and deferred income	5,844	5,063
	<hr/>	<hr/>
	17,878	6,202
	<hr/>	<hr/>

Deferred income includes £5,064 (2006: £4,702) Local Authority Pre-school Funding received before the year end relating to the provision of services after the year end.

10. Transactions with related parties

During the year, two trustees of the charity, David Hargreaves and Eileen Hori, each made loans of £5,000 to the charity. The loans were provided in connection with the relocation project referred to below, and remain outstanding at the year end. The loans are interest-free and have an initial term of six months, extendable by mutual agreement.

During the next financial year, the charity intends to relocate its operations to brand new premises on the edge of a local primary school site. The loans referred to above enabled a deposit of £10,000 to be paid to a construction company to secure a provisional order for new premises. Further project funding is now being sought.

In the event the relocation does not proceed, and providing cancellation is made within a reasonable period prior to the start of construction, the deposit is recoverable in full (less any out of pocket expenses) and the loans will be repaid.

No trustee, nor any persons connected with them, received any remuneration during the year or the previous year.