



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/04/2022 Period start date To 31/03/2023

Period end date

Charity name: Westcott Tots

Charity registration number: 1015444

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide a nursery setting for the local community and beyond.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	To the enhance the development and education of each child attending. This is done though play. Activities include but not limited to story time, painting and crafting, small world and outdoor provisions. Reading and writing is practiced as is letter recognition.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees have been briefed and meet regularly to discuss their responsibilities as trustees as to the public benefit of the charity.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>We have seen another 9 children graduate nursery into foundation 2 and we have been able to support SEND children with a successful transition.</p> <p>We have been able to maintain our increased nursery hours from mornings only to full days. (8.30am - 3.30pm) resulting in an increase in number of registered and waiting children.</p> <p>Our apprentice is well on her way with her qualification and will hopefully be qualified by December 2023.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	We have raised £513.40 for the setting by holding bake sales, doing a sponsored reading event with the children, and dressing up days for donations. These funds will go towards updating any areas of the setting that are dated and in need of a refresh, including but not limited to toys and the play area.
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity are currently running at a loss for year ending 31/03/2023. However, with the increase in the number of children now attending and due to start we hope this will have a positive impact on the financial situation going forward. We have + balance in the bank. However, the financial year ending is at a loss. The balance as it stands will go towards the next financial years wages for the staff and towards the general running of the nursery.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	With the charity currently running at a loss, there are concerns regarding the future of the nursery, however with the increase of child numbers attending the nursery we are hoping to turn the financial issue around somewhat.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Government Funding for Child Places and fees from paying parents for their children unable to get funded places. We have also been fundraising with bake sales and sponsored reading event.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Pre-School Learning Alliance Pre-School Constitution 1999
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	Unincorporated Charity (Membership). We will soon be applying to become an incorporated charity.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Advertise for positions available, invite them to respond with their interest, invite to a trustees meeting, vote and appoint trustees onto the board. Anyone with a specific interest in a role will then be considered, voted and appointed.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Westcott Tots
Other name the charity uses	
Registered charity number	1015444
Charity's principal address	Westcott Street Hull East Yorkshire HU8 8NB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Hollie Elise Mayfield		23.03.2022 - Current	
2	Stacie Marie Moxon		10.05.2022 - Current	
3	Carly Alice Cook		23.03.2022 – 25.11.2023	
4	Rebecca Victoria Sellers		23.03.2022 – 07.06.2023	
5	Rachel Power		04.09.2017 – 02.09.2023	
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

H.E.Mayfield

S.Moxon

Full name(s)

Hollie Elise Mayfield

Stacie Marie Moxon

Position (eg Secretary,
Chair, etc)

Chair

Secretary

Date

31.01.2024

Westcott Tots
Income and Expenditure Account
For the year ended 31/3/23

Income

Funding and Fees	£41,024.86
Donations	£297.90

Total Income **£41,322.76**

Expenditure

Wages & NIC	£43,644.65
Audit & Accountancy Fees	£225.12
Rent	£750.00
Rates	£216.00
Telephone	£453.02
Waste Removal	£541.83
Nursery Purchases – None Food	£803.41
Insurance (PLA)	£612.00
Training	£420.15
Repairs & Maintenance	£57.80
Subscriptions	£90.00
IT Software and Consumables	£225.12
Postage , Printing & Stationery	£16.27
Legal Expenses	£46.89
Cleaning	£47.32
Electric (WP Sub Meter)	£694.98
Nursery Refreshments	£159.19
Gardening	£400.00
Sundries	£39.68

Total Expenditure **£49,443.43**

Profit/Loss -£8,120.67

Balance sheet as at 31/3/23

Assets

Cash at Bank	£14,501.19
Petty cash	£325.54
Accrual	-£750.00
Creditors	-£1020.42
PAYE Payable	-£880.91

Total Assets **£12,175.40**

Capital & Reserves

Balance b/fwd	£20,490.53
Opening Balance Correction	-£194.46
Current Year	-£8,120.67
Closing Balance	£12,175.40



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Westcott Tots

On accounts for the year
ended

31st March 2023

Charity no
(if any)

1015444

Set out on pages

1 to 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 03 / 2023**.

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 Trust's accounts carried out under section 145 of the 2011 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

Signed:

Date: 30/01/2024

Name:

Jack Burn-deVries

Relevant professional
qualification(s) or body
(if any):

Institute of Financial Accountants - IFA

Address:

14 Amy Johnson Way

Hull
HU7 3NP

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.