

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024
FOR
SUTTON CENTRE UNDER FIVES

Killicks Limited
35/37 Kingsway
Kirkby in Ashfield
Nottinghamshire
NG17 7DR

SUTTON CENTRE UNDER FIVES

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FOR THE YEAR ENDED 31 MARCH 2024

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SUTTON CENTRE UNDER FIVES

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2024**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Sutton Centre Under Fives registered in 1994. It is situated in the grounds of Sutton Community Academy and is independently run from the school. The nursery employs seven members of childcare staff who hold appropriate early years qualifications at level 2/3. The nursery opens from Monday to Friday during school term time. Sessions are from 9am until 3pm. The nursery provides funded early education for two-, three- and four-year-old children.

OBJECTIVES AND ACTIVITIES

Objectives and aims

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

The activities provided include all kinds of creative activities using paint, glue, clay, dough, junk material, creative movement to music, design and construction. We also use sand, water, measuring scales to promote learning of quantity, capacity and volume.

We promote physical skills inside and outside by the use of equipment such as bikes, scooters, stepping stones, balls, balance beam, climbing frames, slide and parachute.

Fine finger skills are developed through threading, cutting, spreading, drawing, painting constructing, baking etc.

Role play is provided in the home corner with a large selection of dressing up clothes and resources etc.

Computer skills are catered for with a good selection of educational games.

Mathematical concepts are provided for by using all kinds of mathematical equipment and resources.

We also have a well stocked book corner.

Volunteers

Volunteers are used on a day to day basis within nursery and also for supervision purposes for childrens' trips made for educational purposes. The donated cost has not been recognised within the accounts.

SUTTON CENTRE UNDER FIVES

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2024**

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The attendance of the nursery continues to slowly increase. The Ofsted rating of the setting is Good. Fees for non funded hours are set at £5 per hour with additional fees to cover snacks.

Staffing

-Stacey Miller-Younger left the setting and was replaced by Melanie Hickman
-Heidi Wain left the setting in January 2024.
-It was decided that a permanent cleaner would be appointed instead of staff cleaning. The advert has gone out and we will be interviewing soon.

Training

During the year we have attended the following training courses as follows:

- Level 3 Health and safety in the workplace
- Female Genital Mutilation
- Level 2 food hygiene and safety
- Child Protection Investigations
- DSL training
- Neglect training
- Emotional abuse
- Physical abuse
- Awareness of child abuse and neglect
- Child sexual exploitation
- Radicalization
- Children's perspectives on play
- Understanding ADHD
- Early Years team work and leadership
- Level 3 Diploma in children's learning and development
- Learning from serious case reviews
- Provider network briefing
- Reducing parent conflict
- Risk assessment in the workplace
- Managing allegations and concerns in relation to adults working with children
- Coercive control
- Speech and language challenged in Early Years: Identifying needs and supporting children and their families
- Epilepsy awareness
- Handling children and young people with a physical disability
- DSL Network
- Child criminal exploitation and county lines
- Language lead network
- SENDCO network

Events

-Termly parents' meetings took place to discuss children's development and targets
-The Children made cards and handmade gifts for their Mums for Mother's Day. We discussed everything our Mummy's do for us.
-For Father's Day the children made cards and made a 'hands down best dad' gift.
-On 14th July 2023, we arranged a trip to Matlock farm park. We provided a bus for parents and gave them the option of making their own way there for using the bus for a small contribution. Fun was had by all despite it being a wet day
-In July we had a graduation party for the school leavers. They were presented with a leavers gift, a scroll, a memory book and parents received a copy of their learning journal.
-At Christmas we had a party with Santa. Parents came back to watch the children sing Christmas songs and see the children get their presents from Santa.

SUTTON CENTRE UNDER FIVES

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2024**

-At Easter we had chocolate eggs donated by Sutton Community further education. We had an Easter egg hunt and the children each had an egg to take home.

Fundraising activities

At Easter we did a raffle via the wheel of names online. We raised £250. Prizes included chocolate hampers, Easter eggs, Easter themed craft sets. We also received £195 from the 'I spy' spring sponsor sheets which children did at home and got donations from family and friends.

For our Autumn fundraiser, the children got sponsors from friends and relatives to collect Autumn treasures. We raised £174.10.

In December we asked for donations for our raffle from parents and local businesses. We did an online wheel of names. Along with sales from hot chocolate cones and Christmas cakes we raised £374.

The Rotary Club kindly donated £450 to assist with decorating the Nursery.

FINANCIAL REVIEW

Principal funding sources

Our main source of funding is the Nottinghamshire County Council "Nursery Education Funding." We receive funding each term from the term after a child's 3rd birthday. We also receive government funding for 2 year olds who qualify for the 2 year old entitlement; this is dependent upon on individual family's financial circumstances. A hourly fee of £5 is required if a child does not meet the entitlement criteria.

We are working hard as a committee and management team to do as much fundraising events and applying for grants as we possibly can to improve our financial income. Our staff wages remain our highest outcome, again there was a significant raise in minimum wage which has an effect on our finances. The majority of our children are funded by the government funding, therefore there has been a decrease in fees paid.

We work together as a committee and staff team to fundraise and raise money for the setting.

Reserves policy

We have reviewed the pre-school's need for reserves, in line with guidance issued by the Charity Commission, to ensure that the charity is able to operate during periods of lower income (e.g. a source of income not being renewed), or to ensure funds can be set aside for future expenditure.

The trustees understand that uncertainties may be faced in the future and that there is a need to hold reserves where future income alone is unlikely to meet costs. We recognise that trustees need to be able to justify the holding of income as reserves as Charity Law requires any income received be spent within a reasonable period of receipt.

The Reserves Policy is a working document that will be reviewed annually as part of our financial planning.

The trustees have determined that, as with all business functions, there is an inherent risk of liability through trading. Therefore, we aim to hold £40,000 in reserves, as well as in the bank account, to protect the charity against unexpected emergency expenditure. This includes, but is not limited to:

- Ensure there are sufficient cash reserves in the current account to cover day to day running costs, including staff training and staff meetings.
- Replace equipment as it wears out and carry out necessary maintenance.
- Closure due to unexpected damage to our rented premises or for any other reason.
- Unexpected drop in income.
- Redundancy payments after closure of business.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Recruitment and appointment of new trustees

The trustees are appointed annually at the Annual General Meeting.

SUTTON CENTRE UNDER FIVES

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1019154

Principal address

Sutton Centre
High Pavement
Sutton in Ashfield
Nottinghamshire
NG17 1EE

Trustees

Mrs H J Halfpenny
Mrs S Worthington

Independent Examiner

AJ Horton
Killicks Limited
35/37 Kingsway
Kirkby in Ashfield
Nottinghamshire
NG17 7DR

Approved by order of the board of trustees on 29 January 2025 and signed on its behalf by:

Mrs S Worthington - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
SUTTON CENTRE UNDER FIVES

Independent examiner's report to the trustees of Sutton Centre Under Fives

I report to the charity trustees on my examination of the accounts of Sutton Centre Under Fives (the Trust) for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Act and in carrying out my examination I have followed all 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 Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

AJ Horton
The Institute of Financial Accountants

Killicks Limited
35/37 Kingsway
Kirkby in Ashfield
Nottinghamshire
NG17 7DR

29 January 2025

SUTTON CENTRE UNDER FIVES

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024

		Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM	Notes				
Donations and legacies	2	450	-	450	2,094
Charitable activities	4				
Fees		4,259	-	4,259	3,985
Vouchers		83,661	-	83,661	74,083
Other trading activities	3	3,404	-	3,404	5,048
Total		<u>91,774</u>	<u>-</u>	<u>91,774</u>	<u>85,210</u>
EXPENDITURE ON					
Raising funds		788	-	788	767
Charitable activities					
Staff costs		76,350	-	76,350	73,002
Play equipment		3,283	-	3,283	1,014
Depreciation		382	-	382	382
Consumables		423	-	423	110
Repairs and cleaning		1,338	-	1,338	461
Office costs		7,292	-	7,292	8,267
Total		<u>89,856</u>	<u>-</u>	<u>89,856</u>	<u>84,003</u>
NET INCOME		1,918	-	1,918	1,207
RECONCILIATION OF FUNDS					
Total funds brought forward		30,108	-	30,108	28,901
TOTAL FUNDS CARRIED FORWARD		<u><u>32,026</u></u>	<u><u>-</u></u>	<u><u>32,026</u></u>	<u><u>30,108</u></u>

The notes form part of these financial statements

SUTTON CENTRE UNDER FIVES

STATEMENT OF FINANCIAL POSITION
31 MARCH 2024

		Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
FIXED ASSETS	Notes				
Tangible assets	7	2,086	-	2,086	2,468
CURRENT ASSETS					
Cash at bank and in hand		33,335	-	33,335	31,035
CREDITORS					
Amounts falling due within one year	8	(3,395)	-	(3,395)	(3,395)
NET CURRENT ASSETS		<u>29,940</u>	<u>-</u>	<u>29,940</u>	<u>27,640</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>32,026</u>	<u>-</u>	<u>32,026</u>	<u>30,108</u>
NET ASSETS		<u>32,026</u>	<u>-</u>	<u>32,026</u>	<u>30,108</u>
FUNDS	9				
Unrestricted funds				<u>32,026</u>	<u>30,108</u>
TOTAL FUNDS				<u>32,026</u>	<u>30,108</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 29 January 2025 and were signed on its behalf by:

H J Halfpenny - Trustee

The notes form part of these financial statements

SUTTON CENTRE UNDER FIVES

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31 MARCH 2024**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings - 10% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Grants received

Grants of a revenue nature are taken to income in the year to which they relate.

SUTTON CENTRE UNDER FIVES

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2024

2. DONATIONS AND LEGACIES

	2024	2023
	£	£
Donations	450	194
Grants	-	1,900
	<u>450</u>	<u>2,094</u>

Donations and legacies are made up of cash donations from parents of children attending nursery.

Grants received, included in the above, are as follows:

	2024	2023
	£	£
Other grants	-	1,900
	<u>-</u>	<u>1,900</u>

3. OTHER TRADING ACTIVITIES

	2024	2023
	£	£
Fundraising events	3,404	5,048
	<u>3,404</u>	<u>5,048</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2024	2023
		£	£
Fees	Fees	4,259	3,985
Vouchers	Vouchers	83,661	74,083
		<u>87,920</u>	<u>78,068</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

Operating expenses of nil and £59 were reimbursed to H. Halfpenny and S Worthington respectively during the year (2023: nil and £41 respectively).

SUTTON CENTRE UNDER FIVES

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2024

6. STAFF COSTS

	2024	2023
	£	£
Wages and salaries	75,162	71,970
Other pension costs	1,104	1,032
	<u>76,266</u>	<u>73,002</u>

The average monthly number of employees during the year was as follows:

	2024	2023
Charitable activities	6	5
Governance	1	1
	<u>7</u>	<u>6</u>

No employees received emoluments in excess of £60,000.

7. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 April 2023 and 31 March 2024	<u>6,806</u>
DEPRECIATION	
At 1 April 2023	4,338
Charge for year	382
At 31 March 2024	<u>4,720</u>
NET BOOK VALUE	
At 31 March 2024	<u>2,086</u>
At 31 March 2023	<u>2,468</u>

SUTTON CENTRE UNDER FIVES

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Other creditors	<u>3,395</u>	<u>3,395</u>

9. MOVEMENT IN FUNDS

	At 1.4.23	Net movement in funds	At 31.3.24
	£	£	£
Unrestricted funds			
General fund	30,108	1,918	32,026
	<u>30,108</u>	<u>1,918</u>	<u>32,026</u>
TOTAL FUNDS	<u>30,108</u>	<u>1,918</u>	<u>32,026</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	91,774	(89,856)	1,918
	<u>91,774</u>	<u>(89,856)</u>	<u>1,918</u>
TOTAL FUNDS	<u>91,774</u>	<u>(89,856)</u>	<u>1,918</u>

Comparatives for movement in funds

	At 1.4.22	Net movement in funds	At 31.3.23
	£	£	£
Unrestricted funds			
General fund	28,901	1,207	30,108
	<u>28,901</u>	<u>1,207</u>	<u>30,108</u>
TOTAL FUNDS	<u>28,901</u>	<u>1,207</u>	<u>30,108</u>

SUTTON CENTRE UNDER FIVES

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2024

9. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	85,210	(84,003)	1,207
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>85,210</u>	<u>(84,003)</u>	<u>1,207</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.22 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General fund	28,901	3,125	32,026
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>28,901</u>	<u>3,125</u>	<u>32,026</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	176,984	(173,859)	3,125
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>176,984</u>	<u>(173,859)</u>	<u>3,125</u>

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024.

SUTTON CENTRE UNDER FIVES

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024

	2024 £	2023 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	450	194
Grants	-	1,900
	<hr/> 450	<hr/> 2,094
Other trading activities		
Fundraising events	3,404	5,048
Charitable activities		
Fees	4,259	3,985
Vouchers	83,661	74,083
	<hr/> 87,920	<hr/> 78,068
Total incoming resources	91,774	85,210
EXPENDITURE		
Other trading activities		
Fundraising events	788	767
Charitable activities		
Wages	75,162	71,970
Pensions	1,104	1,032
Sundries	664	439
Play equipment	3,013	1,014
Food	163	353
	<hr/> 80,106	<hr/> 74,808
Support costs		
Management		
Fixtures and fittings	382	382
Governance costs		
Rent, rates, light and heat	2,317	3,476
Insurance	474	443
Telephone	323	399
Postage and stationery	283	623
Sundries	572	576
Accountancy and legal fees	3,493	2,068
Repairs and renewals	1,118	461
	<hr/> 8,580	<hr/> 8,046

This page does not form part of the statutory financial statements

SUTTON CENTRE UNDER FIVES

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024

	2024	2023
	£	£
Total resources expended	<u>89,856</u>	<u>84,003</u>
Net income	<u>1,918</u>	<u>1,207</u>

This page does not form part of the statutory financial statements