

SMILEY FACE NURSEY

REPORT AND ACCOUNTS FOR THE YEAR

TO

31 AUGUST 2020

Charity Number : 1055229

**SMILEY FACE NURSERY
TRUSTEES REPORT
FOR THE YEAR TO 31 AUGUST 2020**

PRINCIPAL ACTIVITY AND REVIEW OF THE BUSINESS

Smiley Face Nursery is based in Amesbury on the same site as Amesbury Primary School, established in 1985. The Nursery is a registered Charity, which is run by a Committee of parent and early years professionals.

We are currently registered for 72 children aged from 3 months to 5 years. We offer full day care and sessions based around Early Years Foundation Stage (EYFS) and quality pre-school care and education. We are open 8am – 6pm, Monday – Friday, 50 weeks per year (closed bank holidays).

Our aim is to provide local children with integrated high quality care and education. Smiley Face Nursery is dedicated to the community and every child's right to good quality, affordable education and childcare, delivered in a way that enriches and empowers them regardless of race colour or ability. The Nursery has a solid reputation within the local community for offering high quality care and for the support they give to both the children and their families. The Nursery takes a multi-agency approach and has built good links with other services such as Social Services, the police, Health visitors and the Children's Centre, offering spaces to two year old funded children.

Very many thanks go to the families of the nursery for the part they have played in supporting this year. This year has been a challenging one with the Covid 19 pandemic and national restrictions we have been unable to fundraise in the usual way. We have been unable to hold our summer fete, or our welly walk.

We were able to secure a grant from the national lottery of £9,000 this was for ICT equipment staff wages and resources for the rooms.

We received Wiltshire Council discretionary grant of £8,000.

We also had grants from Tesco totalling £1,000 which we have used to buy garden equipment.

The nursery was able to use the Coronavirus job retention scheme up to approximately 50% of our private income for February 2020.

The nursery has waiting lists for all age groups which have been open all year.

The trustees would again like to thank all the staff, families and the committee for their continued support in helping to make Smiley Face Nursery outstanding.

**SMILEY FACE NURSERY
TRUSTEES REPORT
FOR THE YEAR TO 31 AUGUST 2020**

TRUSTEES INDUCTION AND TRAINING

All Trustees are given an Induction Pack, Governing Documents, Minutes, the Business Plan, copies of all publications and budgets. They meet every three months to discuss and maintain the group. Training is available to all Trustees through CVS Salisbury.

The Trustees are responsible for the policies of the preschool. They have also produced a Constitution to reflect the effective running of the preschool. The committee of Trustees is also responsible for organising the preschools fundraising.

RISK MANAGEMENT

The Organisation has comprehensive risk assessments covering every aspect of the preschool operations and considers it an ongoing commitment with regular reviews of existing arrangements.

RESERVES POLICY

It is the intention of the Committee that the freely available reserves of the Charity should be built up to a level which is sufficient to ensure the continuance of its operations, should there be an unexpected short-term dip in income. These freely available reserves are unrestricted funds not committed or invested in tangible fixed assets (ie 'Free reserves'). The Committee considers that an appropriate level of free reserves is approximately three months normal expenditure. This equates to approximately £75,000. At the year end, free reserves were £20,500.00 (2019 £45,287.79). The Committee is mindful of the need to monitor these reserves and will review their reserves policy on an ongoing basis each year.

Approved by the Trustees on11/10/2021.....and signed on their behalf by:

.....
Monika Kinghorn – Chair (Interim)

**SMILEY FACE NURSERY
LEGAL AND ADMINISTRATIVE DETAILS
FOR THE YEAR TO 31 AUGUST 2020**

TRUSTEES

Brian Reed – Chair
Becky Hoblyn – Treasurer
Monika Kinghorn – Secretary
Chris Chapman
Beth Chapman

ADDRESS

Kitchener Road
Amesbury
Salisbury
Wiltshire
SP4 7AX

BANKERS

HSBC Bank Plc

**INDEPENDENT
EXAMINER**

David Netton
Key Accounting
8 Braemar Rise
Salisbury
Wiltshire
SP1 3QB

Smiley Faces Nursery

Year ended 31st August 2020

Receipts

Inclusion Support Funding	£2,000.00	
Grant Income	£179,092.46	
Nursery Fees	£120,177.50	
Holiday Club Fees	£0.00	
Fund Raising	£1,748.03	
Consumable charges	£210.00	
Misc Income	£65,098.39	£368,326.38

Expenses

Accounting,Audit,Payroll	£0.00	
Admin Expenses	£1,013.87	
Bad Debt Written Off	£551.14	
Computer costs	£1,432.94	
Consumables,toys,Resources	£733.85	
File Storage	£458.53	
Gas, Water, & Elec	£10,428.10	
Licenses & Insurance	£2,068.75	
Garden - Lottery Grant	£1,106.93	
Equipment Rental	£1,221.68	
Lunches & Snacks	£2,166.45	
Cleaning & Hygiene costs	£3,227.63	
Misc	£1,657.25	
Postage	£219.96	
Premises Expenses	£499.96	
Legal & Professional Fees	£528.26	
Rent & Rates	£12,641.59	
Resources	£1,324.46	
Room Equipment	£1,691.32	
Salaries (All Staff Costs)	£331,981.35	
Stationary & Printing	£1,602.52	
Telephone	£1,385.47	
Training	£1,454.80	
Travel & Staff welfare	£1,206.96	
		£380,603.77
Income Over Expenditure for this financial year		-£12,277.39

Assets

Bank & Cash	Bank Current Account	£15,053.90	
	Bank S F Nursery - 31441590	£5,245.06	
	UNRESTRICTED FUNDS	£39,859.98	
	Bank S F Nursery - 31441574	£20,500.00	
	Petty Cash	£205.80	£80,864.74

Fixed Assets	Office Equipment	£2,250.90	
	Furniture & Fixtures	£1,708.98	
Other Assets	Prepayments	£493.35	
	Net Wages	£85.00	
	Debtors	-£456.50	£4,081.73
			£84,946.47

Liabilities	Provision for Bad Debt	£1,000.00	
	Creditors	£3,496.72	
	Accruals	£1,300.00	
	Pension Fund	£437.51	
	PAYE/NIC	£2,658.67	
	HGGI Funding	£8,611.00	£17,503.90
			£67,442.57

Funds Brought Forward	£69,336.75
Less Income Over Expenditure for this financial year	-£12,277.39
	£57,059.36

I have examined the receipts, payments and statements provided with the books and vouchers relating thereto, and have obtained all the information and explanations required. In my opinion the receipts and payments and statements presents a true and fair view of the Smiley Face Nursery's activities for the year ended 31 August 2020.

Key Accounting Services (Salisbury) Ltd
8 Braemar Rise, Salisbury SP1 3QB

Julie R Netton
Dated: 13th July 2021