

BETCHWORTH AND BUCKLAND CHILDREN'S NURSERY

ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31ST AUGUST 2021

BETCHWORTH AND BUCKLAND CHILDREN'S NURSERY

SIGNIFICANT INFORMATION

Charity Number 1059883

Trustees: M. Fisher (Chair)
A. Hedges
A Adams
A. Forrest
S Reaveley
P. Teague

Bankers: HSBC plc
67 West Street
Dorking
Surrey
RH4 1BW

Accountants: Braidwood & Company
Lowood
The Street
Betchworth
Surrey
RH3 7DJ

Principal Address: The Betchworth and Buckland Children's Nursery
The Street
Betchworth
Surrey
RH3 7DJ

BETCHWORTH AND BUCKLAND CHILDREN'S NURSERY

TRUSTEES' REPORT

The Trustees present their Report and the accounts for the year ended 31st August 2021

Governing Document

The Nursery was governed by a trust deed dated 22nd September 1992. It was registered as a charity in 1996.

Trustees

Trustees are recruited on the basis of skills required to administer the Nursery. Careful consideration is given to the appointment of Trustees so that all key areas of responsibility are adequately covered. Trustees are elected according to the requirements of the Constitution. During the year the Rev Anna Moore retired from the board.

Objects

The object of the Nursery is to provide education for pre-school aged children and a potential recruiting area for the North Downs Primary School. The Nursery is affiliated to the Early Years Alliance and is responsible to Ofsted.

Aims

The Nursery aims to provide an appropriate nursery experience for children up to 5 years old prior to entry to mainstream school.

Objectives and Significant Activities

The objective of the Nursery is to provide a high quality pre-school experience for the children of Betchworth & Buckland and to cater for all aspects of their diverse needs as outlined in the Early Years Foundation Stage Statutory Framework.

We endeavour to provide a stimulating environment with opportunities that develop our children's capabilities, competences and skills and where each individual can reach his/her potential. The last Ofsted inspection was in October 2018 and we received a 'Good' judgement. We continue to provide a high quality experience for the children in our care, ensuring children leave us as confident, active learners. We are confident that we offer exciting, well-resourced learning environments both in the nursery classroom and outside.

The Nursery is open Monday and Friday from 09.15 to 13.15 and on Tuesday, Wednesday and Thursday from 09.15 to 14.45 for 38 weeks per year. The oldest children are invited to participate in a programme of more formal afternoon activities in the Summer Term in preparation for their next step on the 'education' ladder. Activities are planned to reflect the requirements of the Foundation Stage Curriculum.

Our local environment is used as a learning resource and the children's moral and spiritual education is enhanced by visits to the local Parish Church at significant times of the year. The children frequently local enjoy walks and visits to our nearby farm. We enjoy visits to a local residential home for the elderly where we join together for music and craft sessions. Children's progress, development and achievements are recorded in individual records, which are shared with parents. These records are also used as a 'transition' tool when children are preparing to leave to join mainstream school. The Nursery employs a team of qualified, experienced staff.

BETCHWORTH AND BUCKLAND CHILDREN'S NURSERY

TRUSTEES' REPORT (continued)

Achievements, Performance and report from the Chair

Once again it has been another interesting year all round, continuing to navigate our way through the Pandemic and more recently coming to terms with the new normal - 'living with Covid-19'. As it did last year, Covid-19 has continued to have an impact on all our lives and I hope that you and your families have managed to remain safe and well, and are looking forward to hopefully a brighter year ahead.

Thanks to a dedicated staff, supported by the management committee and supportive parents, the nursery has managed to flourish despite the pandemic. Afternoon sessions are full and morning sessions are nearly full. The Nursery has good links with the parish churches with welcome visits from Revd Anna and regular visits to the church at festival times for stories and singing.

The nursery team have welcomed changes to the EYFS framework in September 2021 that affirm the nursery's belief in a child centred curriculum with play at the heart of learning and development. There is now emphasis on a stronger focus on teachers reading to children and developing and enriching children's vocabularies and nurturing a love of reading. There is added focus on self-regulation in the children because self-regulation helps children develop their non-cognitive and cognitive skills, as well as an increased focus on developing core strength and larger muscle groups in children which provides a basis for developing their fine motor skills. Technology has been removed from the curriculum because feedback from experts, shows this has little value as a measure of progress and development for children. And finally there is a greater emphasis on the importance of children being able to demonstrate imagination and creativity through a range of experiences and materials with a wider emphasis on language and vocabulary development (through focus on role play, making up stories and singing).

The BBCN friends have been busy attempting to fundraise again this year and are hoping to be able to hold some events again soon. The nursery now has lovely new furniture, play equipment and a new nappy change area that has been much needed and appreciated by all nursery staff.

I would like to take this opportunity to thank the members of the Nursery Management Committee for their hard work and support behind the scenes to help in the smooth running of the Nursery. Also thank you to the Friends and parents for your continued support.

Finally I would like to thank Laura and all the staff for their hard work. Once again, this has been a year where despite the challenges that Covid has presented, the dedication of the nursery staff has enabled the nursery to be able to run smoothly and remain open for past year. Laura has again done a wonderful job of navigating her way through ever changing government guidance, ensuring the safety of all staff, children and families through her care and diligence, implementing COVID safe routines and procedures. The nursery ladies have continued to put themselves forward to help support each other and keep the nursery open for our families and children. The success of the Nursery is undoubtedly due to their dedication and professionalism.

BETCHWORTH AND BUCKLAND CHILDREN'S NURSERY

TRUSTEES' REPORT (continued)

Financial Activities

During the year most of the income received was from fees and early years funding. The early years funding was £77,343, a good increase over the previous year when the funding had been reduced to £45,205 because of closures due to the Coronavirus pandemic. Fees received were increased to £21,202 (2020 reduced because of the pandemic to £16,679). Expenditure was also increased and in addition to the normal costs a sum of £5,968 was spent on new furniture and £1,573 on upgrading the office computers. The final surplus was £16,904 (2020 £394) which when added to the surplus brought forward gives a surplus of £84,347 to carry forward (2020 £67,443).

Reserves Policy

The Trustees aim to maintain sufficient free reserves to cover normal expenditure of at least 3 months. Additionally they hope to build up reserves so as to be able to pay for any additional staff costs should these be necessary.

Risk Management

The Trustees have given consideration to the major risks to which the charity is exposed and systems have been designed and established to mitigate those risks. The Trustees review this policy annually.

Public Benefit

The Trustees have complied with the Charities Act 2011 to have regard to the public benefit guidance published by the Charities Commission.

BETCHWORTH AND BUCKLAND CHILDREN'S NURSERY

TRUSTEES' REPORT (continued)

Trustees Responsibility for the Accounts

We acknowledge as Trustees our responsibility to prepare statements of account for each financial year which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources for that period. In preparing those financial statements we are required to:

- a) select suitable accounting policies and apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgements and estimates that are reasonable and prudent;
- d) state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- d) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

As Trustees we are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity, and to enable us to ensure that the statements of account comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. We are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 9th March 2022 and signed on their behalf by:

M. Fisher  (Chair of Trustees)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BETCHWORTH AND BUCKLAND CHILDREN'S NURSERY

I report on the accounts of the Charity for the year ended 31st August 2021 which are set out on pages 7 to 9.

Respective responsibilities of trustees and independent examiner

As the charity's trustees you are responsible for the preparation of the accounts, you consider that the audit requirement of section 144(2) of the Charities Act 2011 (the 2011 Act) does not apply and an independent examination is needed. It is my responsibility to:

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

Basis of independent examiner's statement

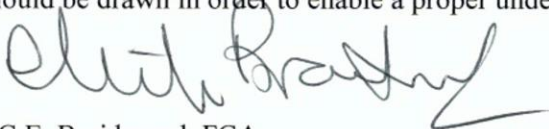
My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items 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 opinion 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

No matters have come to my attention in connection with the examination which give me reasonable cause to believe:

- a) that in any material respect accounting records have not been kept in respect of the Charity in accordance with Section 130 of the 2011 Act; or
- b) that the accounts do not agree with the records; or
- c) that the accounts do not comply with the accounting requirements of the 2011 Act.

No matters have come to my attention in connection with my examination to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mrs C.E. Braidwood, FCA
Braidwood & Company
Chartered Accountants
Lowood, The Street
Betchworth, Surrey, RH3 7DJ

Date 9.3.22

BETCHWORTH AND BUCKLAND CHILDREN'S NURSERY
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST AUGUST 2021

GENERAL FUND

INCOMING RESOURCES

	<u>2021</u>	<u>2020</u>
Early Years Funding	77,343	45,205
Fees	21,202	16,679
Donations	400	6
Registration fees	375	575
Sales of sweatshirts and photos	-	8
Sundry income and fundraising	-	-
Bank interest (gross)	8	106
	<hr/> 99,328	<hr/> 62,579

RESOURCES EXPENDED

Direct Charitable Expenditure

Wages & National Insurance	55,237	41,527
Pension Contributions	1,891	947
Staff training and additional labour	5,801	5,539
Rent reserve	1,440	1,440
Rates	146	224
Water rates	424	312
Toys, equipment & activities	1,292	822
Playground discovery area (Maintenance)	245	780
Purchases of sweatshirts and photos	-	123
Catering and domestic supplies	487	71
Office supplies, photocopying and paper	1,333	142
Computer costs	421	354
Insurance and Fire protection	1,319	1,083
Light & heat	887	1,195
Property maintenance	1,135	5,316
Subscriptions	402	266
Telephone	1,426	1,044
Advertising and promotion	110	176
Accountancy (PAYE)	852	824
Other professional services	35	-
Classroom furniture	5,968	-
Office Computers	1,573	-
	<hr/> 82,424	<hr/> 62,185

NET INCOMING RESOURCES

	16,904	394
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TOTAL FUNDS BROUGHT FORWARD

	67,443	67,049
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TOTAL FUNDS CARRIED FORWARD

	£84,347	£67,443
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The notes on page 9 form part of these accounts.

BETCHWORTH AND BUCKLAND CHILDREN'S NURSERY

BALANCE SHEET AS AT 31ST AUGUST 2021

	<u>2021</u>	<u>2020</u>
CURRENT ASSETS		
Cash at bank: Current account	4,126	27,224
Deposit account	101,487	65,040
Petty Cash balance	757	417
Debtors	-	100
	<hr/> 106,370	<hr/> 92,781
CURRENT LIABILITIES		
Creditors:		
PAYE	388	73
Accruals	-	5,069
Rent reserve	21,635	20,196
	<hr/> 22,023	<hr/> 25,338
NET CURRENT ASSETS	<hr/> 84,347	<hr/> 67,443
TOTAL ASSETS	<hr/> £84,347	<hr/> £67,443
FUNDS		
General fund	<hr/> £84,347	<hr/> £67,443

Approved by the trustees on 9th March 2022 and signed on their behalf by:

M Fisher  Chair of Trustees

The notes on page 9 form part of these accounts.

BETCHWORTH AND BUCKLAND CHILDREN'S NURSERY

NOTES TO THE ACCOUNTS

31ST AUGUST 2021

1. ACCOUNTING POLICIES

Basis of Accounting

The financial statements have been prepared under the historical cost convention and are in accordance with applicable accounting standards and the Statement of Recommended Practice, Accounting by Charities.

Income

Donations and fund raising are accounted for when received by the Nursery.

Grants and nursery fees are also accounted for when received.

2. GIFTS IN KIND

The Charity receives the benefit of work carried out by volunteers and no value has been placed on this.