

**BETCHWORTH AND BUCKLAND CHILDRENS NURSERY**

**ANNUAL REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2022**

# **BETCHWORTH AND BUCKLAND CHILDRENS NURSERY**

## **SIGNIFICANT INFORMATION**

**Charity Number** 1059883

**Trustees:** M. Fisher (Chair)  
A. Hedges  
A. Adams  
A. Forrest  
S. Reaveley (retired)  
P. Teague  
L Newman (appointed)

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

**Accountants:** Reaveley Cooper  
The Atrium  
Curtis Road  
Dorking  
Surrey  
RH4 1XA

**Principal Address:** The Betchworth and Buckland Childrens Nursery  
The Street  
Betchworth  
Surrey  
RH3 7DJ

# **BETCHWORTH AND BUCKLAND CHILDRENS NURSERY**

## **TRUSTEES' REPORT**

The Trustees present their Report and the accounts for the year ended 31<sup>st</sup> August 2022

### **Governing Document**

The Nursery was governed by a trust deed dated 22<sup>nd</sup> 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 Mrs S Reaveley retired as Treasurer from the board and Miss L Newman was appointed as Treasurer.

### **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, competencies 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 CHILDRENS NURSERY**

### **TRUSTEES' REPORT (continued)**

#### **Achievements, Performance and Report from the Chair**

Thank you to a dedicated staff, supported by the management committee and supportive parents, the nursery has had a wonderful year again this year. The nursery has welcomed some new (and old) members of staff to work alongside our wonderful team. 2 year olds have been welcomed into our nursery. There has been a positive uptake for our school leavers sessions, which began in January. This in part is due to listening to what parents wanted and will help embed skills that will help our children make successful transitions onto the next stage of their learning journeys. Our lunch sessions have been very popular again also. The Nursery has good links with the parish churches with regular visits to the church at festival times for stories and singing.

The nursery team have successfully embedded the new EYFS framework when developing an engaging curriculum for the children. The curriculum is based on child-led learning where children make their own choices and figure things out for themselves, leading to enhanced confidence, critical thinking, and problem solving skills. There is a strong emphasis on reading to children and developing and enriching children's vocabularies and nurturing a love of reading. The importance of children being able to demonstrate imagination and creativity through a range of experiences and materials is embraced with a wide emphasis on language and vocabulary development, through role play, making up stories and singing. Children are engaged in their environment and can choose activities which play to their own interests.

The nursery has undertaken some much-needed maintenance work over the year. We have had the garden resurfaced and the children's toilets have had a revamp along with a new kitchen.

Thank you to 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.

The Nursery Manager and staff have done a wonderful job ensuring the pupils are receiving a broad, balanced and creative curriculum that focuses on individual children's imagination and curiosity as learners.

# **BETCHWORTH AND BUCKLAND CHILDRENS 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 £51,292, a decrease of £26,050 on the previous year relating to the lower number of children attending. Fees received were increased to £31,509 which is a £9,857 increase over the previous year. Expenditure was also increased and in addition to the normal costs a sum of £8,780 was spent on refurbishing the kitchen area. The final deficit was £1,617 (2021 £16,904 surplus ) which when added to the surplus brought forward gives a surplus of £82,342 to carry forward (2021 £84,347).

### **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 CHILDRENS NURSERY**

## **TRUSTEES' REPORT (continued)**

### **Trustees Responsibility for the Accounts**

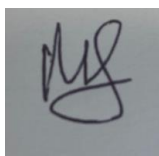
We acknowledge as Trustees our responsibility to prepare statements of account for each financial year which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources for that period. In preparing those financial statements we are required 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 27/03/2024 and signed on their behalf by:

**Marnie Fisher**



**(Chair of Trustees)**

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

I report on the accounts of the Charity for the year ended 31st August 2022 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.



Mr S.W. Cooper, FCCA  
Reaveley Cooper Accountants  
The Atrium, Curtis Road, Dorking, Surrey, RH4 1XA

Date...27/03/2024.....

**BETCHWORTH AND BUCKLAND CHILDRENS NURSERY**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2022**

**GENERAL FUND**

<b>INCOMING RESOURCES</b>	<b><u>2022</u></b>	<b><u>2021</u></b>
Early Years Funding	51,292	77,343
Fees	31,059	21,202
Donations	12	400
Registration fees	600	375
Sales of sweatshirts and photos	-	-
Sundry income and fundraising	-	-
Bank interest (gross)	30	8
	<hr/>	<hr/>
	82,993	99,328

**RESOURCES EXPENDED**

**Direct Charitable Expenditure**

Wages & National Insurance	53,367	55,237
Pension Contributions	1,686	1,891
Staff training and additional labour	5,792	5,801
Rent reserve	1,440	1,440
Rates	573	146
Water rates	222	424
Toys, equipment & activities	1,151	1,292
Playground discovery area (Maintenance)	4,328	245
Purchases of sweatshirts and photos	-	-
Catering and domestic supplies	617	487
Office supplies, photocopying and paper	484	1,333
Computer costs	412	421
Insurance and Fire protection	1,640	1,319
Light & heat	1,907	887
Property maintenance	80	1,135
Subscriptions	306	402
Telephone	971	1,426
Advertising and promotion	-	110
Accountancy (PAYE)	2028	852
Other professional services	95	35
Bank Charges	40	-
Classroom furniture	-	5,968
Kitchen refurbishment	8,780	-
Office Computers	-	1,573
	<hr/>	<hr/>
	85,919	82,242

<b>NET INCOMING RESOURCES</b>	(2,926)	16,904
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<b>TOTAL FUNDS BROUGHT FORWARD</b>	84,347	67,443
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<b>TOTAL FUNDS CARRIED FORWARD</b>	<hr/> £81,421	<hr/> £84,347
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The notes on page 9 form part of these accounts.

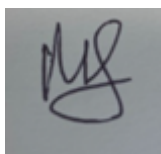
**BETCHWORTH AND BUCKLAND CHILDRENS NURSERY**

**BALANCE SHEET AS AT 31<sup>ST</sup> AUGUST 2022**

	<b><u>2022</u></b>	<b><u>2021</u></b>
<b>CURRENT ASSETS</b>		
Cash at bank: Current account	13,748	4,126
Deposit account	91,518	101,487
Petty Cash balance	540	757
Debtors	-	-
	<hr/>	<hr/>
	105,806	106,370
 <b>CURRENT LIABILITIES</b>		
Creditors:		
PAYE	349	388
Accruals	961	-
Rent reserve	23,075	21,635
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	24,385	22,023
 <b>NET CURRENT ASSETS</b>	<hr/>	<hr/>
	81,421	84,347
 <b>TOTAL ASSETS</b>	<hr/>	<hr/>
	<b>£81,421</b>	<b>£84,347</b>
 <b>FUNDS</b>		
General fund	<hr/>	<hr/>
	<b>£81,421</b>	<b>£84,347</b>

Approved by the trustees on 27/03/2024 and signed on their behalf by:

Marnie Fisher



Chair of Trustees

**BETCHWORTH AND BUCKLAND CHILDRENS NURSERY**

**NOTES TO THE ACCOUNTS**

**31<sup>ST</sup> AUGUST 2022**

**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 fundraising 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.