

**BETCHWORTH AND BUCKLAND CHILDREN'S NURSERY**

**ANNUAL REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31<sup>st</sup> AUGUST 2023**

**BETCHWORTH AND BUCKLAND CHILDREN'S NURSERY**

**SIGNIFICANT INFORMATION**

**Charity Number** 1059883

**Trustees:** M. Fisher ( Chair)  
A. Hedges  
A. Adams  
A. Forrest  
P. Teague  
L.Newman (Resigned)

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

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

**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 31<sup>st</sup> August 2023

### **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. Lara Newman resigned as Treasurer on 18<sup>th</sup> January 2024.

### **Objects**

The object of the Nursery is to provide education for preschool-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 into 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 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 a mainstream school. The Nursery employs a team of qualified, experienced staff.

# **BETCHWORTH AND BUCKLAND CHILDREN'S NURSERY**

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

### **BETCHWORTH & BUCKLAND CHILDREN'S NURSERY**

#### **Annual General Meeting 2024**

#### **Chairperson's Report**

Thank you to a dedicated staff, supported by the management committee and supportive parents, the nursery has had a fantastic year again this year. We started the year welcoming new children as well as being pleased to see returning children.

We held stay-and-play sessions each term so parents could come and visit for the morning spending time with their children at nursery. The Christmas church visit was a big success in which children walked to the church for Christmas carols for the first time since 2019. We celebrated Pancake Tuesday this year, with some of our wonderful parents providing homemade pancakes for the children to enjoy.

In Nursery our 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. We continue having a strong emphasis on reading to children, developing and enriching children's vocabularies and nurturing a love of reading. We celebrated World Book Day in our PJs to emphasise the importance of bedtime stories. Children are engaged in their environment and have a lot of fun because they can choose activities which play to their own interests.

The Friends team continued to support us and raised funds through Halloween dress up, Christmas jumper day, an advent raffle, Christmas raffle, easter bonnet competition and a name the bunny game. There was also a successful Teas on the Green. At the end of the year, we held a party for our leavers and then a big party for all the children with a visit from a magician, kindly paid for by the friends.

We have also been lucky to have some updates to the nursery with a lovely new storage shed and some replaced decking in the top garden.

A big thanks 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.

Finally, I would like to thank Laura and all the staff for their hard work and dedication. Laura has again 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.

**Marnie Fisher**

**Chair of the Management Committee**

## **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 £57,629, which is just over £6,300 increase over the previous year. Fees received were increased to £42,036 (2022 £31,059). Expenditure was also increased and in addition to the normal costs a sum of £2,008 was spent on a new garden shed. The final surplus was £2,765 (2022 -£2,926) which when added to the surplus brought forward gives a surplus of £84,186 to carry forward (2022 £81,421).

#### **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)**

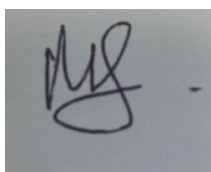
#### **Trustees' Responsibility for the Accounts**

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 27<sup>th</sup> March 2024 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 2023 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 Cooper, FCCA  
Reaveley Cooper Ltd, The Atrium Business Centre  
Curtis Road, Dorking, Surrey, RH4 1XA

Date.....27<sup>th</sup> March 2024.....

**BETCHWORTH AND BUCKLAND CHILDREN'S NURSERY**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31<sup>st</sup> AUGUST 2023**

**GENERAL FUND**

<b>INCOMING RESOURCES</b>	<u>2023</u>	<u>2022</u>
Early Years Funding	57,629	51,292
Fees	42,036	31,059
Donations		12
Registration fees	275	600
Sales of sweatshirts and photos		
Sundry income and fundraising		
Bank interest (gross)	901	30
	<hr/> 100,841	<hr/> 82,993

**RESOURCES EXPENDED**

Direct Charitable Expenditure		
Wages & National Insurance	66,329	53,367
Pension Contributions	3,287	1,686
Staff training and additional labour	6,127	5,792
Rent reserve	1,440	1,440
Rates	563	573
Water rates	231	222
Toys, equipment & activities	1,928	1,151
Playground discovery area (Maintenance)	1,723	4,328
Purchases of sweatshirts and photos	-	-
Catering and domestic supplies	1,129	617
Office supplies, photocopying and paper	149	484
Computer costs	829	412
Insurance and Fire protection	1,770	1,640
Light & heat	2,015	1,907
Property maintenance	7,234	80
Subscriptions	147	306
Telephone	893	971
Advertising and promotion	-	-
Accountancy	2,172	2,028
Other professional services	50	95
Bank Charges	60	40
Kitchen refurbishment	-	8,780
	<hr/> £98,076	<hr/> £85,919

<b>NET INCOMING RESOURCES</b>	<b>£2,765</b>	<b>(£2,926)</b>
<b>TOTAL FUNDS BROUGHT FORWARD</b>	<b>£81,421</b>	<b>£84,347</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>£84,186</b>	<b>£81,421</b>

The notes on page 9 form part of these accounts.



**BETCHWORTH AND BUCKLAND CHILDREN'S NURSERY**

**BALANCE SHEET AS AT 31<sup>st</sup> AUGUST 2023**

	<u>2023</u>	<u>2022</u>
<b>CURRENT ASSETS</b>		
Cash at bank: Current account	17,762	13,748
Deposit account	92,419	91,518
Petty Cash balance	-	540
Debtors	-	-
	<hr/>	<hr/>
	110,181	105,806
<b>CURRENT LIABILITIES</b>		
Creditors:		
PAYE	460	349
Accruals	1020	961
Rent reserve	<u>24,515</u>	<u>23,075</u>
	<u>25,995</u>	<u>24,385</u>
<b>NET CURRENT ASSETS</b>	<hr/>	<hr/>
	84,186	81,421
<b>TOTAL ASSETS</b>	<hr/>	<hr/>
	£84,186	£81,421
<b>CHARITY FUNDS</b>		
General fund	<hr/>	<hr/>
	£84,186	£81,421

Approved by the trustees on .....27<sup>th</sup> March 2024..... and signed on their behalf by:

M Fisher .....  ..... Chair of Trustees

The notes on page 10 form part of these accounts.

**BETCHWORTH AND BUCKLAND CHILDREN'S NURSERY**

**NOTES TO THE ACCOUNTS**

**31<sup>ST</sup> AUGUST 2023**

**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.