

# SANDHURST NURSERY SCHOOL

England & Wales · Charity number 1060849

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1997-02-21

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Sandhurst Nursery School  
Rye Road  
Sandhurst  
Cranbrook  
Kent  
TN18 5JE

**Phone** 01580850407

**Email** [admissions@sandhurstnurseryschool.co.uk](mailto:admissions@sandhurstnurseryschool.co.uk)

**Website** [www.sandhurstnurseryschool.co.uk](http://www.sandhurstnurseryschool.co.uk)

## Activities

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**Objects:** TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN PRIMARILY UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS.

**Activities:** We are an Ofsted registered Nursery School providing all day childcare for children aged 12 months - 5 years.

## Classification

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- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

## Geography

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- Kent

## Finances

| Period end | Income   | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-09-30 | £27      | £23,177     | -      | -         |
| 2024-09-30 | £118,734 | £123,741    | -      | -         |
| 2023-09-30 | £145,360 | £149,765    | -      | -         |
| 2022-09-30 | £120,628 | £125,100    | -      | -         |
| 2021-09-30 | £105,818 | £93,126     | -      | -         |
| 2020-09-30 | £107,172 | £98,204     | -      | -         |

## Trustees

| Name                 | Role  | Appointed  |
|----------------------|-------|------------|
| <b>Amanda Norman</b> | Chair | 2018-03-08 |
| Frances Holland      |       | 2023-01-18 |
| Hannah Baker         |       | 2022-07-14 |
| Louise Reeves        |       | 2017-06-22 |
| SOPHIE WILLARD       |       | 2022-07-14 |

**SANDHURST NURSERY SCHOOL**

England & Wales - Charity number 1060849

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# Accounts

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## Trustees' Annual Report for the period

**From September 2023 to September 2024**

**Charity name:** Sandhurst Nursery School

**Charity registration number:** 1060849

### Objectives and Activities

|  | SORP reference     |  |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document  | Para 1.17          | To provide early years education for children below compulsory school age.   |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | To follow Kent County Council statutory requirements and provide a nursery setting regulated by Ofsted to provide care and education for children in the local area. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit   | Para 1.18          | Trustees are elected to provide a governing body to ensure all requirements are fulfilled.   |

### Additional information (optional)

You may choose to include further statements where relevant about:

|  | SORP reference |   |
|--|----------------|---|
| Policy on grant making   | Para 1.38      | We provide fundraising events that can be accessed by all members of the community and stakeholders to raise money for resources and equipment to provide good quality childcare. |
| Policy on social investment including program related investment | Para 1.38      | We receive contributions from Kent County Council and stakeholders to sustain the nursery.  |
| Contribution made by volunteers                                  | Para 1.38      | Parents continue to contribute towards snacks and other small resources i.e. nappies and wipes, fruit and snacks.   |
| Other  |                |   |

## Achievements and Performance

|   | SORP reference |  |
|---|----------------|--|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20      | <p>The nursery school manager has continued to work hard this year to increase the number of children attending the setting and the number of sessions children attend.</p> <p>The manager continues to use the procedure for collection of fees so that they are paid on time and by the end of every term.</p> <p>The nursery continually reviews its policies coupled with a conscious effort to keep spending in line with a budget this has further improved the financial stability of the nursery. The increased surplus has been spent on resources for both learning rooms and outdoors, baby room furniture and new toys.</p> <p>The nursery manager continues to attend collaboration meetings with other early years settings to bring new ideas and initiatives into the nursery and benchmark the nursery's procedures with those of other nurseries.</p> <p>The nursery continues to build on its positive relationship with parents of children at the setting using Tapestry software to share stories of children's successes.</p> <p>The fundraising committee have hosted a few events this year (Dressing up days, Uniform sale). These events continue to keep us at the heart of the village community and do not generate an income.</p> |

### Additional information (optional)

You may choose to include further statements where relevant about:

|  |           |  |
|--|-----------|--|
| Achievements against objectives set                          | Para 1.41 |  |
| Performance of fundraising activities against objectives set | Para 1.41 |  |
| Investment performance against objectives                    | Para 1.41 |  |

|       |  |  |
|-------|--|--|
|       |  |  |
| Other |  |  |

## Financial Review

|  |           |   |
|--|-----------|---|
| Review of the charity's financial position at the end of the period              | Para 1.21 | <b>The nursery is funded by grants from Kent County Council and receives fees from parents for non-funded sessions.</b> |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | <b>Reserves are held to maintain expenditure in-between grant payments from KCC.</b>                                    |
| Amount of reserves held  | Para 1.22 | <b>Reserves held to meet ongoing commitments.</b>   |
| Reasons for holding zero reserves  | Para 1.22 | <b>N/A</b>  |
| Details of fund materially in deficit  | Para 1.24 | <b>N/A</b>  |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | <b>None</b>   |

### Additional information (optional)

You may choose to include further statements where relevant about:

|   |           |   |
|---|-----------|---|
| The charity's principal sources of funds (including any fundraising)            | Para 1.47 | <b>Kent County Council<br/>Parent fees<br/>Parental/community fundraising</b> |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 |   |
| A description of the principal risks facing the charity                         | Para 1.46 |   |
| Other   |           |   |

## Structure, Governance and Management

|   |           |  |
|---|-----------|--|
| Description of charity's trusts:  |           | Constitution   |
| Type of governing document<br>(trust deed, royal charter)   | Para 1.25 | Trust  |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)  | Para 1.25 | Unincorporated association   |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Elected by other Trustees and parents of the nursery children currently attending the nursery. |

### Additional information (optional)

You may choose to include further statements where relevant about:

|   |           |  |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees                | Para 1.51 |  |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 |  |
| Relationship with any related parties   | Para 1.51 |  |
| Other   |           |  |

### Reference and Administrative details

|                             |   |
|-----------------------------|---|
| Charity name                | Sandhurst Nursery School  |
| Other name the charity uses | Sandhurst Nursery School CIO  |
| Registered charity number   | 1060849   |
| Charity's principal address | Sandhurst Nursery School<br>Rye Road<br>Sandhurst<br>Kent<br>TN18 5JE |
|                             |   |

**Names of the charity trustees who manage the charity**

|    | <b>Trustee name</b> | <b>Office (if any)</b> | <b>Dates acted if not for whole year</b> | <b>Name of person (or body) entitled to appoint trustee (if any)</b> |
|----|---------------------|------------------------|--|--|
| 2  | Amanda Norman       | Chairperson            |  | Trustees   |
| 3  | Louise Reeves       | Trustee                |  | Trustees   |
|    | Morag Digweed       | Finance Officer        |  |  |
|    | Sophie Willard      | Secretary              |  | Trustees   |
| 5  | Frances Holland     | Secretary              |  | Trustees   |
| 8  | Hannah Baker        | Manager                |  | Trustees   |
| 9  |                     |                        |  |  |
| 10 |                     |                        |  |  |
| 11 |                     |                        |  |  |
| 12 |                     |                        |  |  |
| 13 |                     |                        |  |  |
| 14 |                     |                        |  |  |
| 15 |                     |                        |  |  |
| 16 |                     |                        |  |  |
| 17 |                     |                        |  |  |
| 18 |                     |                        |  |  |
| 19 |                     |                        |  |  |
| 20 |                     |                        |  |  |

**Corporate trustees – names of the directors at the date the report was approved**

| <b>Director name</b> |  |  |
|----------------------|--|--|
|                      |  |  |
|                      |  |  |
|                      |  |  |
|                      |  |  |
|                      |  |  |
|                      |  |  |

**Name of trustees holding title to property belonging to the charity**

| <b>Trustee name</b> | <b>Dates acted if not for whole year</b> |  |
|---------------------|--|--|
|                     |  |  |
|                     |  |  |
|                     |  |  |
|                     |  |  |
|                     |  |  |

## Funds held as custodian trustees on behalf of others

|   |  |
|---|--|
| Description of the assets held in this capacity   |  |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects |  |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets                         |  |

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
|-----------------|------|---------|

|  |  |  |
|--|--|--|
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

#### Name of chief executive or names of senior staff members (Optional information)

|  |
|--|
|  |
|--|

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

|  |
|--|
|  |
|--|

## Other optional information

|  |
|--|
| This charity has now closed and all funds and assets have been transferred to Sandhurst Nursery School CIO. These are the charity's closing accounts |
|--|

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

|  |                            |                |
|--|----------------------------|----------------|
| <b>Signature(s)</b>                        | <i>A Norman.</i>           |                |
| <b>Full name(s)</b>                        | Amanda Norman              | Sophie Willard |
| <b>Position (eg Secretary, Chair, etc)</b> | Chair                      | Treasurer      |
| <b>Date</b>                                | 24 <sup>th</sup> July 2025 |                |

**SANDHURST NURSERY SCHOOL**

**Charity No 1060849**

**ACCOUNTS**

**FOR THE YEAR ENDED**

**30 SEPTEMBER 2024**

**SANDHURST NURSERY SCHOOL**

**CONTENTS OF THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30TH SEPTEMBER 2024**

- 1) STATEMENT OF FINANCIAL ACTIVITIES
- 2) BALANCE SHEET
- 3) NOTES TO THE FINANCIAL STATEMENTS
- 4) INDEPENDENT EXAMINER'S REPORT

**SANDHURST NURSERY SCHOOL  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

|   | <u>Notes</u> | <u>Unrestricted<br/>Funds<br/>2024</u> | <u>Unrestricted<br/>Funds<br/>2023</u> |
|---|--------------|--|--|
|   |              | £                                      | £                                      |
| <b><u>Incoming Resources</u></b>                            |              |  |  |
| <b>Incoming Resources from generated funds</b>              |              |  |  |
| Voluntary Income  | 2            | -                                      | -                                      |
| Investment Income   | 3            | 143                                    | 96                                     |
| Incoming resources from charitable activities               | 4            | 118,591                                | 145,264                                |
| <b>Total Incoming Resources</b>                             |              | <b><u>118,734</u></b>                  | <b><u>145,360</u></b>                  |
| <br><b><u>Resources Expended</u></b>                        |              |  |  |
| <b>Costs of generating funds</b>                            |              |  |  |
| <b>Charitable activities</b>                                |              |  |  |
| Education   | 5            | 123,741                                | 149,765                                |
| <b>Total resources expended</b>                             |              | <b><u>123,741</u></b>                  | <b><u>149,765</u></b>                  |
| <b>Net incoming / (outgoing) resources before transfers</b> |              | <b>(5,007)</b>                         | <b>(4,405)</b>                         |
| Fund balances brought forward                               |              | 28,157                                 | 32,562                                 |
| <b>Fund balances carried forward</b>                        |              | <b><u>23,150</u></b>                   | <b><u>28,157</u></b>                   |

The attached notes form part of these accounts.

**SANDHURST NURSERY SCHOOL  
BALANCE SHEET  
AS AT 30 SEPTEMBER 2023**

|                            | Notes | <u>2024</u>            | <u>2023</u>     |
|----------------------------|-------|------------------------|-----------------|
| <b>Fixed Assets</b>        |       |                        |                 |
| Tangible Fixed Assets      | 7     | <u>£ 11,114</u>        | <u>£ 12,331</u> |
| <b>Current Assets</b>      |       |                        |                 |
| Debtors and Prepayments    |       | £ 8,008                | £ 4,714         |
| Cash at Bank               | 8     | £ 6,833                | £ 13,179        |
| Cash in Hand               |       | £ 470                  | £ 138           |
|                            |       | <u>£ 15,311</u>        | <u>£ 18,031</u> |
| <b>Current Liabilities</b> |       |                        |                 |
| Creditors and Provisions   | 9     | £ 3,275                | 2,204           |
| <b>Net Current Assets</b>  |       | <b>£ 12,036</b>        | 15,827          |
| <b><u>NET ASSETS</u></b>   |       | <b><u>£ 23,150</u></b> | <u>28,157</u>   |
| <b>FUNDS</b>               |       |                        |                 |
| Unrestricted Income Funds  |       | <u>£ 23,150</u>        | <u>£ 28,157</u> |

.....  
Chairman

Date.....

For and on behalf of the Committee

SANDHURST NURSERY SCHOOL  
 NOTES TO THE ACCOUNTS  
 FOR THE YEAR ENDED 30 SEPTEMBER 2024

1 **Accounting Policies**

**General**

These accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting and Reporting by Charities 2005 and with the Charities Act 2011.

**Depreciation**

Depreciation is provided on furniture and equipment at 25% pa (straight line basis).

| 2 | <b>Voluntary Income</b>                              | <b><u>2024</u></b> | <b><u>2023</u></b> |
|---|--|--------------------|--------------------|
|   | Grants and Donations                                 | £ -                | £ -                |
| 3 | <b>Investment Income</b>                             |                    |                    |
|   | Bank deposit interest                                | £ 143              | £ 96               |
| 4 | <b>Incoming resources from charitable activities</b> |                    |                    |
|   | <u>Education</u>                                     |                    |                    |
|   | Fees   | £ 68,209           | £ 68,899           |
|   | County Council Funding (KCC)                         | £ 50,328           | £ 74,216           |
|   | Fundraising  | £ -                | £ 907              |
|   | Milk Rebates   | £ -                | £ -                |
|   | Reimbursed expenses                                  | £ -                | £ -                |
|   | Miscellaneous Income                                 | £ -                | £ 1,192            |
|   | Clothing Sales                                       | £ 55               | £ 51               |
|   |  | <b>£ 118,591</b>   | <b>£ 145,264</b>   |
|   | Total Income   | <b>£ 118,734</b>   | <b>£ 145,360</b>   |

|   |                                      |                         |                         |
|---|--------------------------------------|-------------------------|-------------------------|
| 5 | <b>Total resources expended</b>      | <b><u>2024</u></b>      | <b><u>2023</u></b>      |
|   | <b>Charitable activities</b>         |                         |                         |
|   | <i>Staff Costs</i>                   |                         |                         |
|   | Salaries & Pensions                  | £ 95,856                | £ 111,270               |
|   | Advertising                          | £ -                     | £ 300                   |
|   | Training                             | £ 580                   | £ 1,918                 |
|   |                                      | <b>£ 96,436</b>         | <b>£ 113,488</b>        |
|   | <i>Premises Costs</i>                |                         |                         |
|   | Rent, Rates and Insurance            | £ 5,162                 | £ 4,990                 |
|   | Utilities                            | £ 3,766                 | £ 6,048                 |
|   | Cleaning                             | £ 1,082                 | £ 1,147                 |
|   |                                      | <b>£ 10,010</b>         | <b>£ 12,184</b>         |
|   | <i>Resources</i>                     |                         |                         |
|   | Consumables                          | £ 4,381                 | £ 8,408                 |
|   | Resources purchased from fundraising | £ -                     | £ -                     |
|   | Uniforms                             | £ 66                    | £ 293                   |
|   |                                      | <b>£ 4,447</b>          | <b>£ 8,700</b>          |
|   | <i>Administration Expenses</i>       |                         |                         |
|   | Postage and stationery               | £ 1,526                 | £ 2,107                 |
|   | Professional Fees                    | £ -                     | £ 140                   |
|   | Repairs                              | £ 4,121                 | £ 6,362                 |
|   | Support costs                        | £ -                     | £ 14                    |
|   | Subscriptions                        | £ 2,117                 | £ 2,198                 |
|   | Telephone and internet               | £ 1,179                 | £ 1,023                 |
|   | Gifts and donations                  | £ -                     | £ -                     |
|   | Outings, travel and entertainment    | £ -                     | £ -                     |
|   | Refreshments and milk                | £ -                     | £ -                     |
|   | Sundry expenses                      | £ -                     | £ -                     |
|   | Bank Charges and Misc Fees           | £ -                     | £ -                     |
|   | Legal Fees                           | £ -                     | £ -                     |
|   | Depreciation of fixed assets         | £ 1,949                 | £ 2,072                 |
|   | Bookkeeping                          | £ 1,955                 | £ 1,477                 |
|   |                                      | <b>£ 12,848</b>         | <b>£ 15,393</b>         |
|   |                                      | <b><u>£ 123,741</u></b> | <b><u>£ 149,765</u></b> |
| 6 | <b>Support Costs</b>                 |                         |                         |
|   | Independent examiner's fee           | <b><u>£ 200</u></b>     | <b><u>£ 100</u></b>     |

**SANDHURST NURSERY SCHOOL**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024 continued**

|    |                                       |                                |   |                  |
|----|---------------------------------------|--------------------------------|---|------------------|
| 7  | <b>Tangible Fixed Assets</b>          | <u>Building<br/>Costs</u><br>£ | <u>Furniture &amp;<br/>Equipment</u><br>£ | Total<br>£       |
|    | <b>Cost</b>                           |                                |   |                  |
|    | B/forward 1/10/23                     | £ 8,407                        | £ 19,139                                  | £ 27,546         |
|    | Additions                             |                                | £ 732                                     | £ 732            |
|    | Disposals                             | £ -                            | £ -                                       | £ -              |
|    |                                       | <u>£ 8,407</u>                 | <u>£ 19,871</u>                           | <u>£ 28,278</u>  |
|    | <b>Depreciation</b>                   |                                |   |                  |
|    | B/forward 1/10/23                     | £ -                            | £ 15,215                                  | £ 15,215         |
|    | Charge for year                       | £ -                            | £ 1,949                                   | £ 1,949          |
|    | Disposals                             | £ -                            | £ -                                       | £ -              |
|    |                                       | <u>£ -</u>                     | <u>£ 17,164</u>                           | <u>£ 17,164</u>  |
|    | <b>Net Book Value</b>                 |                                |   |                  |
|    | At 30/9/24                            | <b>£ 8,407</b>                 | <b>£ 2,707</b>                            | <b>£ 11,114</b>  |
|    | At 30/9/23                            | <u>£ 8,407</u>                 | <u>£ 3,924</u>                            | <u>£ 12,331</u>  |
| 8  | <b>Cash at Bank</b>                   |                                | <u>2024</u>                               | <u>2023</u>      |
|    | Co-Operative Bank Current Account     |                                | £ 4,829                                   | £ 9,179          |
|    | Co-Operative Bank Trustee Account     |                                | £ 2,000                                   | £ 4,000          |
|    | Co-Operative Bank Fundraising Account |                                | £ 4                                       | £ -              |
|    |                                       |                                | <u>£ 6,833</u>                            | <u>£ 13,179</u>  |
| 9  | <b>Creditors</b>                      |                                |   |                  |
|    | Accrued Expenses and Provisions       |                                | £ 3,075                                   | £ 1,411          |
|    | PAYE and National Insurance           |                                | £ -                                       | £ 694            |
|    | Independent examiner's fee            |                                | £ 200                                     | £ 100            |
|    |                                       |                                | <u>£ 3,275</u>                            | <u>£ 2,204</u>   |
| 10 | <b>Staff Costs</b>                    |                                |   |                  |
|    | Gross wages and salaries              |                                | £ 95,087                                  | £ 111,270        |
|    | Employer's National Insurance         |                                | £ 769                                     | 0                |
|    | Training                              |                                | £ 580                                     | £ 1,918          |
|    | Advertising                           |                                | £ -                                       | £ 300            |
|    |                                       |                                | <u>£ 96,436</u>                           | <u>£ 113,488</u> |

Report to the trustees of SANDHURST NURSERY SCHOOL Charity no. 1060849

On accounts for the year ended 31 March 2024 set out in part 1, 2 and 3

## **Respective Responsibilities of Trustees and Examiner**

As the Trustees of the Charity, 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 2011 Act and in carrying out my examination I have followed all the applicable directions given to me by the Charity commission under section 145(5)(b) of the Act.

My examination included 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 the 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 audit opinion on the accounts.

## **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 which gives me cause to believe that in, any material respect:

- Accounting records were not kept in accordance with section 130 of the Charities Act or
- The accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn to enable a proper understanding of the accounts to be reached.



KAREN MARR  
Independent Examiner

21<sup>st</sup> July 2025

Woodland Enterprise Centre  
Hastings Road  
Flimwell  
East Sussex  
TN5 7PR

**SANDHURST NURSERY SCHOOL**

England & Wales - Charity number 1060849

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# Accounts

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## Trustees' Annual Report for the period

**From September 2022 to September 2023**

**Charity name:** Sandhurst Nursery School

**Charity registration number:** 1060849

### Objectives and Activities

|  | SORP reference     |  |
|--|--------------------|--|
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| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | To follow Kent County Council statutory requirements and provide a nursery setting regulated by Ofsted to provide care and education for children in the local area. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit   | Para 1.18          | Trustees are elected to provide a governing body to ensure all requirements are fulfilled.   |

### Additional information (optional)

You may choose to include further statements where relevant about:

|  | SORP reference |   |
|--|----------------|---|
| Policy on grant making   | Para 1.38      | We provide fundraising events that can be accessed by all members of the community and stakeholders to raise money for resources and equipment to provide good quality childcare. |
| Policy on social investment including program related investment | Para 1.38      | We receive contributions from Kent County Council and stakeholders to sustain the nursery.  |
| Contribution made by volunteers                                  | Para 1.38      | Parents continue to contribute towards snacks and other small resources i.e. nappies and wipes, fruit and snacks.   |
| Other  |                |   |

## Achievements and Performance

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|---|----------------|---|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20      | <p>The nursery school manager has continued to work hard this year to increase the number of children attending the setting and the number of sessions children attend.</p> <p>The manager continues to use the procedure for collection of fees so that they are paid on time and by the end of every term.</p> <p>The nursery continually reviews its policies coupled with a conscious effort to keep spending in line with a budget this has further improved the financial stability of the nursery. The increased surplus has been spent on resources for both learning rooms and outdoors, baby room furniture and new toys.</p> <p>The nursery manager continues to attend collaboration meetings with other early years settings to bring new ideas and initiatives into the nursery and benchmark the nursery's procedures with those of other nurseries.</p> <p>The nursery continues to build on its positive relationship with parents of children at the setting using Tapestry software to share stories of children's successes.</p> <p>The fundraising committee have hosted a few events this year (Dressing up days, Uniform sale and hosting a stall at the school summer fete).. These events continue to keep us at the heart of the village community and do not generate an income.</p> |

### Additional information (optional)

You may choose to include further statements where relevant about:

|  |           |  |
|--|-----------|--|
| Achievements against objectives set                          | Para 1.41 |  |
| Performance of fundraising activities against objectives set | Para 1.41 |  |
|  |           |  |

|   |           |  |
|---|-----------|--|
| Investment performance against objectives | Para 1.41 |  |
| Other                                     |           |  |

## Financial Review

|  |           |   |
|--|-----------|---|
| Review of the charity's financial position at the end of the period              | Para 1.21 | <b>The nursery is funded by grants from Kent County Council and receives fees from parents for non-funded sessions.</b> |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | <b>Reserves are held to maintain expenditure in-between grant payments from KCC.</b>                                    |
| Amount of reserves held  | Para 1.22 | <b>Reserves held to meet ongoing commitments.</b>   |
| Reasons for holding zero reserves  | Para 1.22 | <b>N/A</b>  |
| Details of fund materially in deficit  | Para 1.24 | <b>N/A</b>  |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | <b>None</b>   |

### Additional information (optional)

You may choose to include further statements where relevant about:

|   |           |   |
|---|-----------|---|
| The charity's principal sources of funds (including any fundraising)            | Para 1.47 | <b>Kent County Council<br/>Parent fees<br/>Parental/community fundraising</b> |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 |   |
| A description of the principal risks facing the charity                         | Para 1.46 |   |
| Other   |           |   |

## Structure, Governance and Management

|   |           |  |
|---|-----------|--|
| Description of charity's trusts:  |           | Constitution   |
| Type of governing document<br>(trust deed, royal charter)   | Para 1.25 | Trust  |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)  | Para 1.25 | Unincorporated association   |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Elected by other Trustees and parents of the nursery children currently attending the nursery. |

### Additional information (optional)

You may choose to include further statements where relevant about:

|   |           |  |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees                | Para 1.51 |  |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 |  |
| Relationship with any related parties   | Para 1.51 |  |
| Other   |           |  |

### Reference and Administrative details

|                             |   |
|-----------------------------|---|
| Charity name                | Sandhurst Nursery School  |
| Other name the charity uses |   |
| Registered charity number   | 1060849   |
| Charity's principal address | Sandhurst Nursery School<br>Rye Road<br>Sandhurst<br>Kent<br>TN18 5JE |
|                             |   |

**Names of the charity trustees who manage the charity**

|    | <b>Trustee name</b> | <b>Office (if any)</b> | <b>Dates acted if not for whole year</b> | <b>Name of person (or body) entitled to appoint trustee (if any)</b> |
|----|---------------------|------------------------|--|--|
| 2  | Amanda Norman       | Chairperson            |  | Trustees   |
| 3  | Louise Reeves       | Trustee                |  | Trustees   |
|    | Morag Digweed       | Finance Officer        |  |  |
|    | Sophie Willard      | Secretary              |  | Trustees   |
| 5  | Frances Holland     | Secretary              |  | Trustees   |
| 8  | Hannah Baker        | Manager                |  | Trustees   |
| 9  |                     |                        |  |  |
| 10 |                     |                        |  |  |
| 11 |                     |                        |  |  |
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| 18 |                     |                        |  |  |
| 19 |                     |                        |  |  |
| 20 |                     |                        |  |  |

**Corporate trustees – names of the directors at the date the report was approved**

| <b>Director name</b> |  |  |
|----------------------|--|--|
|                      |  |  |
|                      |  |  |
|                      |  |  |
|                      |  |  |
|                      |  |  |
|                      |  |  |

**Name of trustees holding title to property belonging to the charity**

| <b>Trustee name</b> | <b>Dates acted if not for whole year</b> |  |
|---------------------|--|--|
|                     |  |  |
|                     |  |  |
|                     |  |  |
|                     |  |  |
|                     |  |  |

## Funds held as custodian trustees on behalf of others

|   |  |
|---|--|
| Description of the assets held in this capacity   |  |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects |  |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets                         |  |

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

#### Name of chief executive or names of senior staff members (Optional information)

|  |
|--|
|  |
|--|

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

|  |
|--|
|  |
|--|

## Other optional information

|  |
|--|
|  |
|--|

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

*A Norman.*

Full name(s)

Amanda Norman

Sophie Willard

Position (eg Secretary,  
Chair, etc)

Chair

Treasurer

Date

25<sup>th</sup> July 2024

**SANDHURST NURSERY SCHOOL**

**Charity No 1060849**

**ACCOUNTS**

**FOR THE YEAR ENDED**

**30 SEPTEMBER 2023**

**SANDHURST NURSERY SCHOOL**

**CONTENTS OF THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30TH SEPTEMBER 2023**

- 1) STATEMENT OF FINANCIAL ACTIVITIES
- 2) BALANCE SHEET
- 3) NOTES TO THE FINANCIAL STATEMENTS
- 4) INDEPENDENT EXAMINER'S REPORT

**SANDHURST NURSERY SCHOOL  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

|   | <u>Notes</u> | <u>Unrestricted<br/>Funds<br/>2023</u> | <u>Unrestricted<br/>Funds<br/>2022</u> |
|---|--------------|--|--|
|   |              | £                                      | £                                      |
| <b><u>Incoming Resources</u></b>                            |              |  |  |
| <b>Incoming Resources from generated funds</b>              |              |  |  |
| Voluntary Income  | 2            | -                                      | 1,853                                  |
| Investment Income   | 3            | 96                                     | 6                                      |
| Incoming resources from charitable activities               | 4            | 145,264                                | 118,769                                |
| <b>Total Incoming Resources</b>                             |              | <u><u>145,360</u></u>                  | <u><u>120,628</u></u>                  |
| <br><b><u>Resources Expended</u></b>                        |              |  |  |
| <b>Costs of generating funds</b>                            |              |  |  |
| <b>Charitable activities</b>                                |              |  |  |
| Education   | 5            | 149,765                                | 125,100                                |
| <b>Total resources expended</b>                             |              | <u><u>149,765</u></u>                  | <u><u>125,100</u></u>                  |
| <b>Net incoming / (outgoing) resources before transfers</b> |              | (4,405)                                | (4,472)                                |
| Fund balances brought forward                               |              | 32,561                                 | 37,033                                 |
| <b>Fund balances carried forward</b>                        |              | <u><u>28,157</u></u>                   | <u><u>32,561</u></u>                   |

The attached notes form part of these accounts.

**SANDHURST NURSERY SCHOOL  
BALANCE SHEET  
AS AT 30 SEPTEMBER 2023**

|                            | Notes | <u>2023</u>     | <u>2022</u>     |
|----------------------------|-------|-----------------|-----------------|
| <b>Fixed Assets</b>        |       |                 |                 |
| Tangible Fixed Assets      | 7     | <u>£ 12,331</u> | <u>£ 13,552</u> |
| <b>Current Assets</b>      |       |                 |                 |
| Debtors and Prepayments    |       | £ 4,714         | £ 2,326         |
| Cash at Bank               | 8     | £ 13,179        | £ 19,461        |
| Cash in Hand               |       | £ 138           | £ 138           |
|                            |       | <u>£ 18,031</u> | <u>£ 21,925</u> |
| <b>Current Liabilities</b> |       |                 |                 |
| Creditors and Provisions   | 9     | £ 2,204         | 2,916           |
| <b>Net Current Assets</b>  |       | <u>£ 15,826</u> | <u>19,009</u>   |
| <b><u>NET ASSETS</u></b>   |       | <u>£ 28,157</u> | <u>32,561</u>   |
| <b>FUNDS</b>               |       |                 |                 |
| Unrestricted Income Funds  |       | <u>£ 28,157</u> | <u>£ 32,561</u> |

.....

Chairman

Date.....

For and on behalf of the Committee

SANDHURST NURSERY SCHOOL  
 NOTES TO THE ACCOUNTS  
 FOR THE YEAR ENDED 30 SEPTEMBER 2023

1 **Accounting Policies**

**General**

These accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting and Reporting by Charities 2005 and with the Charities Act 2011.

**Depreciation**

Depreciation is provided on furniture and equipment at 25% pa (straight line basis).

| 2 | <b>Voluntary Income</b>                              | <u>2023</u>      | <u>2022</u>      |
|---|--|------------------|------------------|
|   | Grants and Donations                                 | £ -              | £ 1,853          |
| 3 | <b>Investment Income</b>                             |                  |                  |
|   | Bank deposit interest                                | £ 96             | £ 6              |
| 4 | <b>Incoming resources from charitable activities</b> |                  |                  |
|   | <u>Education</u>                                     |                  |                  |
|   | Fees   | £ 68,899         | £ 50,808         |
|   | County Council Funding (KCC)                         | £ 74,216         | £ 67,478         |
|   | Fundraising  | £ 907            | £ 208            |
|   | Milk Rebates   | £ -              | £ -              |
|   | Reimbursed expenses                                  | £ -              | £ -              |
|   | Miscellaneous Income                                 | £ 1,192          | £ -              |
|   | Clothing Sales                                       | £ 51             | £ 275            |
|   |  | <u>£ 145,264</u> | <u>£ 118,769</u> |
|   | Total Income   | <u>£ 145,360</u> | <u>£ 120,628</u> |

SANDHURST NURSERY SCHOOL  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2023 continued

|   |                                      |   |                    |                    |
|---|--------------------------------------|---|--------------------|--------------------|
| 5 | <b>Total resources expended</b>      |   |                    |                    |
|   | <b>Charitable activities</b>         |   | <b><u>2023</u></b> | <b><u>2022</u></b> |
|   | <i>Staff Costs</i>                   |   |                    |                    |
|   | Salaries & Pensions                  | £ | 111,270            | £ 86,425           |
|   | Advertising                          | £ | 300                | £ 2,980            |
|   | Training                             | £ | 1,918              | £ 1,085            |
|   |                                      |   | <u>£ 113,488</u>   | <u>£ 90,490</u>    |
|   | <i>Premises Costs</i>                |   |                    |                    |
|   | Rent, Rates and Insurance            | £ | 4,990              | £ 4,718            |
|   | Utilities                            | £ | 6,048              | £ 2,401            |
|   | Cleaning                             | £ | 1,147              | £ 651              |
|   |                                      |   | <u>£ 12,184</u>    | <u>£ 7,770</u>     |
|   | <i>Resources</i>                     |   |                    |                    |
|   | Consumables                          | £ | 8,408              | £ 13,913           |
|   | Resources purchased from fundraising | £ | -                  | £ -                |
|   | Uniforms                             | £ | 293                | £ 617              |
|   |                                      |   | <u>£ 8,700</u>     | <u>£ 14,530</u>    |
|   | <i>Administration Expenses</i>       |   |                    |                    |
|   | Postage and stationery               | £ | 2,107              | £ 1,126            |
|   | Professional Fees                    | £ | 140                | £ 2,100            |
|   | Repairs                              | £ | 6,362              | £ 2,422            |
|   | Support costs                        | £ | 14                 | £ 175              |
|   | Subscriptions                        | £ | 2,198              | £ 1,848            |
|   | Telephone and internet               | £ | 1,023              | £ 894              |
|   | Gifts and donations                  | £ | -                  | £ -                |
|   | Outings, travel and entertainment    | £ | -                  | £ -                |
|   | Refreshments and milk                | £ | -                  | £ -                |
|   | Sundry expenses                      | £ | -                  | £ -                |
|   | Bank Charges and Misc Fees           | £ | -                  | £ -                |
|   | Legal Fees                           | £ | -                  | £ -                |
|   | Depreciation of fixed assets         | £ | 2,072              | £ 1,556            |
|   | Bookkeeping                          | £ | 1,477              | £ 2,189            |
|   |                                      |   | <u>£ 15,393</u>    | <u>£ 12,310</u>    |
|   |                                      |   | <u>£ 149,765</u>   | <u>£ 125,100</u>   |
| 6 | <b>Support Costs</b>                 |   |                    |                    |
|   | Independent examiner's fee           | £ | 100                | £ 175              |

**SANDHURST NURSERY SCHOOL**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023 continued**

|    |                                       |                               |   |                    |
|----|---------------------------------------|-------------------------------|---|--------------------|
| 7  | <b>Tangible Fixed Assets</b>          | <u>Building</u><br>Costs<br>£ | <u>Furniture &amp;<br/>Equipment</u><br>£ | Total<br>£         |
|    | <b>Cost</b>                           |                               |   |                    |
|    | B/forward 1/10/22                     | £ 8,407                       | £ 18,288                                  | £ 26,695           |
|    | Additions                             |                               | £ 851                                     | £ 851              |
|    | Disposals                             | £ -                           | £ -                                       | £ -                |
|    |                                       | <u>£ 8,407</u>                | <u>£ 19,139</u>                           | <u>£ 27,545</u>    |
|    | <b>Depreciation</b>                   |                               |   |                    |
|    | B/forward 1/10/22                     | £ -                           | £ 13,143                                  | £ 13,143           |
|    | Charge for year                       | £ -                           | £ 2,072                                   | £ 2,072            |
|    | Disposals                             | £ -                           | £ -                                       | £ -                |
|    |                                       | <u>£ -</u>                    | <u>£ 15,215</u>                           | <u>£ 15,215</u>    |
|    | <b>Net Book Value</b>                 |                               |   |                    |
|    | At 30/9/23                            | £ 8,407                       | £ 3,924                                   | £ 12,331           |
|    | At 30/9/22                            | <u>£ 8,407</u>                | <u>£ 5,145</u>                            | <u>£ 13,552</u>    |
| 8  | <b>Cash at Bank</b>                   |                               | <b><u>2023</u></b>                        | <b><u>2022</u></b> |
|    | Co-Operative Bank Current Account     |                               | £ 9,179                                   | £ 1,781            |
|    | Co-Operative Bank Trustee Account     |                               | £ 4,000                                   | £ 17,000           |
|    | Co-Operative Bank Fundraising Account |                               | £ -                                       | £ 680              |
|    |                                       |                               | <u>£ 13,179</u>                           | <u>£ 19,461</u>    |
| 9  | <b>Creditors</b>                      |                               |   |                    |
|    | Accrued Expenses and Provisions       |                               | £ 1,411                                   | £ 2,932            |
|    | PAYE and National Insurance           |                               | £ 694                                     | -£ 191             |
|    | Independent examiner's fee            |                               | £ 100                                     | £ 175              |
|    |                                       |                               | <u>£ 2,204</u>                            | <u>£ 2,916</u>     |
| 10 | <b>Staff Costs</b>                    |                               |   |                    |
|    | Gross wages and salaries              |                               | £ 111,270                                 | £ 87,061           |
|    | Employer's National Insurance         |                               | £ -                                       | (£636 )            |
|    | Training                              |                               | £ 1,918                                   | £ 1,085            |
|    | Advertising                           |                               | £ 300                                     | £ 2,980            |
|    |                                       |                               | <u>£ 113,488</u>                          | <u>£ 90,490</u>    |

Report to the trustees of SANDHURST NURSERY SCHOOL Charity no. 1060849

On accounts for the year ended 31 March 2023 set out in part 1, 2 and 3

## **Respective Responsibilities of Trustees and Examiner**

As the Trustees of the Charity, 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 2011 Act and in carrying out my examination I have followed all the applicable directions given to me by the Charity commission under section 145(5)(b) of the Act.

My examination included 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 the 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 audit opinion on the accounts.

## **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 which gives me cause to believe that in, any material respect:

- Accounting records were not kept in accordance with section 130 of the Charities Act or
- The accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn to enable a proper understanding of the accounts to be reached.



KAREN MARR  
Independent Examiner

28<sup>th</sup> August 2024

Woodland Enterprise Centre  
Hastings Road  
Flimwell  
East Sussex  
TN5 7PR

**SANDHURST NURSERY SCHOOL**

England & Wales - Charity number 1060849

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# Accounts

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## Trustees' Annual Report for the period

**From September 2021 to September 2022**

**Charity name:** Sandhurst Nursery School

**Charity registration number:** 1060849

### Objectives and Activities

|  | SORP reference     |  |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document  | Para 1.17          | To provide early years education for children below compulsory school age.   |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | To follow Kent County Council statutory requirements and provide a nursery setting regulated by Ofsted to provide care and education for children in the local area. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit   | Para 1.18          | Trustees are elected to provide a governing body to ensure all requirements are fulfilled.   |

### Additional information (optional)

You may choose to include further statements where relevant about:

|  | SORP reference |   |
|--|----------------|---|
| Policy on grant making   | Para 1.38      | We provide fundraising events that can be accessed by all members of the community and stakeholders to raise money for resources and equipment to provide good quality childcare. |
| Policy on social investment including program related investment | Para 1.38      | We receive contributions from Kent County Council and stakeholders to sustain the nursery.  |
| Contribution made by volunteers                                  | Para 1.38      | Parents continue to contribute towards snacks and other small resources i.e. nappies and wipes, fruit and snacks.   |

|       |  |  |
|-------|--|--|
|       |  |  |
| Other |  |  |

## Achievements and Performance

|   | SORP reference |  |
|---|----------------|--|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20      | <p>The nursery school manager has continued to work hard this year to increase the number of children attending the setting and the number of sessions children attend.</p> <p>The manager continues to use the procedure for collection of fees so that they are paid on time and by the end of every term.</p> <p>The nursery continually reviews its policies coupled with a conscious effort to keep spending in line with a budget this has further improved the financial stability of the nursery. The increased surplus has been spent on resources for both learning rooms and outdoors, baby room furniture and new toys.</p> <p>The nursery manager continues to attend collaboration meetings with other early years settings to bring new ideas and initiatives into the nursery and benchmark the nursery's procedures with those of other nurseries.</p> <p>The nursery continues to build on its positive relationship with parents of children at the setting using Tapestry software to share stories of children's successes.</p> <p>Although limited by covid, the fundraising committee have hosted a few events this year (Dressing up days, Uniform sale and hosting a stall at the school summer fete. These events continue to keep us at the heart of the village community.</p> <p>The nursery welcomed a student practitioner into the setting this year, she has contributed greatly to the provision on offer and now works part-time for the setting.</p> |

### Additional information (optional)

You may choose to include further statements where relevant about:

|  |  |  |
|--|--|--|
|  |  |  |
|--|--|--|

|  |           |  |
|--|-----------|--|
| Achievements against objectives set                          | Para 1.41 |  |
| Performance of fundraising activities against objectives set | Para 1.41 |  |
| Investment performance against objectives                    | Para 1.41 |  |
| Other  |           |  |

## Financial Review

|  |           |   |
|--|-----------|---|
| Review of the charity's financial position at the end of the period              | Para 1.21 | <b>The nursery is funded by grants from Kent County Council and receives fees from parents for non-funded sessions.</b> |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | <b>Reserves are held to maintain expenditure in-between grant payments from KCC.</b>                                    |
| Amount of reserves held  | Para 1.22 | <b>Reserves held to meet ongoing commitments.</b>   |
| Reasons for holding zero reserves  | Para 1.22 | <b>N/A</b>  |
| Details of fund materially in deficit  | Para 1.24 | <b>N/A</b>  |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | <b>None</b>   |

### Additional information (optional)

You may choose to include further statements where relevant about:

|   |           |   |
|---|-----------|---|
| The charity's principal sources of funds (including any fundraising)            | Para 1.47 | <b>Kent County Council<br/>Parent fees<br/>Parental/community fundraising</b> |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 |   |
| A description of the principal risks facing the charity                         | Para 1.46 |   |
| Other   |           |   |

## Structure, Governance and Management

|   |           |  |
|---|-----------|--|
| Description of charity's trusts:  |           | Constitution   |
| Type of governing document<br>(trust deed, royal charter)   | Para 1.25 | Trust  |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)  | Para 1.25 | Unincorporated association   |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Elected by other Trustees and parents of the nursery children currently attending the nursery. |

### Additional information (optional)

You may choose to include further statements where relevant about:

|   |           |  |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees                | Para 1.51 |  |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 |  |
| Relationship with any related parties   | Para 1.51 |  |
| Other   |           |  |

### Reference and Administrative details

|                             |                          |
|-----------------------------|--------------------------|
| Charity name                | Sandhurst Nursery School |
| Other name the charity uses |                          |
| Registered charity number   | 1060849                  |

|                             |   |
|-----------------------------|---|
| Charity's principal address | Sandhurst Nursery School<br>Rye Road<br>Sandhurst<br>Kent<br>TN18 5JE |
|                             |   |

**Names of the charity trustees who manage the charity**

|    | <b>Trustee name</b> | <b>Office (if any)</b> | <b>Dates acted if not for whole year</b>  | <b>Name of person (or body) entitled to appoint trustee (if any)</b> |
|----|---------------------|------------------------|---|--|
| 1  | Charles Newton      | Chairperson            | Retired 14 <sup>th</sup> July 2022        | Trustees   |
| 2  | Amanda Norman       | Treasurer/Chairperson  | Change of role 14 <sup>th</sup> July 2022 | Trustees   |
| 3  | Louise Reeves       | Trustee                |   | Trustees   |
| 4  | Jade Phillips       | Parent Liaison         |   | Trustees   |
|    | Morag Digweed       | Finance Officer        |   |  |
| 5  | Rachael Beaney      | Secretary              |   | Trustees   |
| 6  | Charlie Kibblewhite | Deputy Manager         | Resigned 19 <sup>th</sup> April 2022      | Trustees   |
| 7  | Angela Writer       | Manager                | Retired 14 <sup>th</sup> July 2022        | Trustees   |
| 8  | Hannah Baker        | Manager                | Appointed 14 <sup>th</sup> July 2022      |  |
| 9  |                     |                        |   |  |
| 10 |                     |                        |   |  |
| 11 |                     |                        |   |  |
| 12 |                     |                        |   |  |
| 13 |                     |                        |   |  |
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| 17 |                     |                        |   |  |
| 18 |                     |                        |   |  |
| 19 |                     |                        |   |  |
| 20 |                     |                        |   |  |

Corporate trustees - names of the directors at the date the report was approved

| <b>Director name</b> |  |  |
|----------------------|--|--|
|                      |  |  |
|                      |  |  |
|                      |  |  |
|                      |  |  |
|                      |  |  |
|                      |  |  |

Name of trustees holding title to property belonging to the charity

| <b>Trustee name</b> | <b>Dates acted if not for whole year</b> |  |
|---------------------|--|--|
|                     |  |  |



## Funds held as custodian trustees on behalf of others

|   |  |
|---|--|
| Description of the assets held in this capacity   |  |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects |  |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets                         |  |

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

#### Name of chief executive or names of senior staff members (Optional information)

|  |
|--|
|  |
|--|

### Exemptions from disclosure

Reason for non-disclosure of key personnel details

|  |
|--|
|  |
|--|

### Other optional information

|  |
|--|
|  |
|--|

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

*A Norman.*

Full name(s)

Amanda Norman

Sophie Willard

Position (eg  
Secretary, Chair, etc)

Chair

Treasurer

Date

10<sup>th</sup> March 2023

**SANDHURST NURSERY SCHOOL**

**Charity No 1060849**

**ACCOUNTS**

**FOR THE YEAR ENDED**

**30 SEPTEMBER 2022**

**SANDHURST NURSERY SCHOOL**

**CONTENTS OF THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30TH SEPTEMBER 2022**

- 1) STATEMENT OF FINANCIAL ACTIVITIES
- 2) BALANCE SHEET
- 3) NOTES TO THE FINANCIAL STATEMENTS
- 4) INDEPENDENT EXAMINER'S REPORT

**SANDHURST NURSERY SCHOOL  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

|   | <u>Notes</u> | <u>Unrestricted<br/>Funds<br/>2022</u> | <u>Unrestricted<br/>Funds<br/>2021</u> |
|---|--------------|--|--|
|   |              | £                                      | £                                      |
| <b><u>Incoming Resources</u></b>                            |              |  |  |
| <b>Incoming Resources from generated funds</b>              |              |  |  |
| Voluntary Income  | 2            | -                                      | -                                      |
| Investment Income   | 3            | -                                      | -                                      |
| Incoming resources from charitable activities               | 4            | 120,628                                | 105,818                                |
| <b>Total Incoming Resources</b>                             |              | <b><u>120,628</u></b>                  | <b><u>105,818</u></b>                  |
| <b><u>Resources Expended</u></b>                            |              |  |  |
| <b>Costs of generating funds</b>                            |              |  |  |
| <b>Charitable activities</b>                                |              |  |  |
| Education   | 5            | 125,100                                | 93,126                                 |
| <b>Total resources expended</b>                             |              | <b><u>125,100</u></b>                  | <b><u>93,126</u></b>                   |
| <b>Net incoming / (outgoing) resources before transfers</b> |              | <b>(4,472)</b>                         | <b>12,693</b>                          |
| Fund balances brought forward                               |              | 37,033                                 | 24,339                                 |
| <b>Fund balances carried forward</b>                        |              | <b><u>32,560</u></b>                   | <b><u>37,033</u></b>                   |

The attached notes form part of these accounts.

**SANDHURST NURSERY SCHOOL  
BALANCE SHEET  
AS AT 30 SEPTEMBER 2022**

|                            | Notes | <u>2022</u>     | <u>2021</u>     |
|----------------------------|-------|-----------------|-----------------|
| <b>Fixed Assets</b>        |       |                 |                 |
| Tangible Fixed Assets      | 7     | <u>£ 13,552</u> | <u>£ 10,076</u> |
| <b>Current Assets</b>      |       |                 |                 |
| Debtors and Prepayments    |       | £ 2,326         | £ 2,074         |
| Cash at Bank               | 8     | £ 19,461        | £ 27,432        |
| Cash in Hand               |       | £ 138           | £ 138           |
|                            |       | <u>£ 21,925</u> | <u>£ 29,644</u> |
| <b>Current Liabilities</b> |       |                 |                 |
| Creditors and Provisions   | 9     | <u>£ 2,916</u>  | <u>2,687</u>    |
| <b>Net Current Assets</b>  |       | <u>£ 19,009</u> | <u>29,657</u>   |
| <b><u>NET ASSETS</u></b>   |       | <u>£ 32,561</u> | <u>37,033</u>   |
| <b>FUNDS</b>               |       |                 |                 |
| Unrestricted Income Funds  |       | <u>£ 32,561</u> | <u>£ 37,033</u> |

Chairman

Date.....

*B Norman*

19/4/2023

For and on behalf of the Committee

SANDHURST NURSERY SCHOOL  
 NOTES TO THE ACCOUNTS  
 FOR THE YEAR ENDED 30 SEPTEMBER 2022

1 **Accounting Policies**

**General**

These accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting and Reporting by Charities 2005 and with the Charities Act 2011.

**Depreciation**

Depreciation is provided on furniture and equipment at 25% pa (straight line basis).

| 2 | <b>Voluntary Income</b>                              | <u>2022</u>      | <u>2021</u>      |
|---|--|------------------|------------------|
|   | Grants and Donations                                 | £ 1,853          | £ 4,096          |
| 3 | <b>Investment Income</b>                             |                  |                  |
|   | Bank deposit interest                                | £ 6              | £ 4              |
| 4 | <b>Incoming resources from charitable activities</b> |                  |                  |
|   | <u>Education</u>                                     |                  |                  |
|   | Fees   | £ 50,808         | £ 39,788         |
|   | County Council Funding (KCC)                         | £ 67,478         | £ 61,261         |
|   | Fundraising  | £ 208            | £ 130            |
|   | Milk Rebates   | £ -              | £ -              |
|   | Reimbursed expenses                                  | £ -              | £ -              |
|   | Miscellaneous Income                                 | £ -              | £ 126            |
|   | Clothing Sales                                       | £ 275            | £ 414            |
|   |  | <u>£ 118,769</u> | <u>£ 101,718</u> |
|   | <b>Total Income</b>                                  | <u>£ 120,628</u> | <u>£ 105,818</u> |

SANDHURST NURSERY SCHOOL  
 NOTES TO THE ACCOUNTS  
 FOR THE YEAR ENDED 30 SEPTEMBER 2022 continued

|   |                                      |   |             |   |                  |
|---|--------------------------------------|---|-------------|---|------------------|
| 5 | <b>Total resources expended</b>      |   |             |   |                  |
|   | <b>Charitable activities</b>         |   | <u>2022</u> |   | <u>2021</u>      |
|   | <i>Staff Costs</i>                   |   |             |   |                  |
|   | Salaries & Pensions                  | £ | 86,425      |   | £ 69,800         |
|   | Advertising                          | £ | 2,980       |   | £ 139            |
|   | Training                             | £ | 1,085       | £ | 90,490           |
|   |                                      |   |             | £ | 1,814            |
|   |                                      |   |             | £ | 71,753           |
|   | <i>Premises Costs</i>                |   |             |   |                  |
|   | Rent, Rates and Insurance            | £ | 4,718       |   | £ 2,994          |
|   | Utilities                            | £ | 2,401       |   | £ 2,340          |
|   | Cleaning                             | £ | 651         | £ | 7,770            |
|   |                                      |   |             | £ | 321              |
|   |                                      |   |             | £ | 5,656            |
|   | <i>Resources</i>                     |   |             |   |                  |
|   | Consumables                          | £ | 13,913      |   | £ 4,559          |
|   | Resources purchased from fundraising | £ | -           |   | £ -              |
|   | Uniforms                             | £ | 617         | £ | 14,530           |
|   |                                      |   |             | £ | 682              |
|   |                                      |   |             | £ | 5,241            |
|   | <i>Administration Expenses</i>       |   |             |   |                  |
|   | Postage and stationery               | £ | 1,126       |   | £ 1,728          |
|   | Professional Fees                    | £ | 2,100       |   | £ -              |
|   | Repairs                              | £ | 2,422       |   | £ 2,774          |
|   | Support costs                        | £ | 175         |   | £ 247            |
|   | Subscriptions                        | £ | 1,848       |   | £ 1,685          |
|   | Telephone and internet               | £ | 894         |   | £ 778            |
|   | Gifts and donations                  | £ | -           |   | £ -              |
|   | Outings, travel and entertainment    | £ | -           |   | £ -              |
|   | Refreshments and milk                | £ | -           |   | £ -              |
|   | Sundry expenses                      | £ | -           |   | £ -              |
|   | Bank Charges and Misc Fees           | £ | -           |   | £ -              |
|   | Legal Fees                           | £ | -           |   | £ -              |
|   | Depreciation of fixed assets         | £ | 1,556       |   | £ 949            |
|   | Bookkeeping                          | £ | 2,189       | £ | 12,310           |
|   |                                      |   |             | £ | 2,317            |
|   |                                      |   |             | £ | 10,476           |
|   |                                      |   |             |   | <u>£ 125,100</u> |
|   |                                      |   |             |   | <u>£ 93,126</u>  |
| 6 | <b>Support Costs</b>                 |   |             |   |                  |
|   | Independent examiner's fee           | £ | 175         |   | £ 247            |

**SANDHURST NURSERY SCHOOL**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022 continued**

|    |                                       |                                      |   |                   |
|----|---------------------------------------|--------------------------------------|---|-------------------|
| 7  | <b>Tangible Fixed Assets</b>          | <u>Building</u><br><u>Costs</u><br>£ | <u>Furniture &amp;</u><br><u>Equipment</u><br>£ | <u>Total</u><br>£ |
|    | <b>Cost</b>                           |                                      |   |                   |
|    | B/forward 1/10/21                     | £ 8,407                              | £ 13,257  | £ 21,663          |
|    | Additions                             |                                      | £ 5,031   | £ 5,031           |
|    | Disposals                             | £ -                                  | £ -   | £ -               |
|    |                                       | <u>£ 8,407</u>                       | <u>£ 18,288</u>                                 | <u>£ 26,695</u>   |
|    | <b>Depreciation</b>                   |                                      |   |                   |
|    | B/forward 1/10/21                     | £ -                                  | £ 11,587  | £ 11,587          |
|    | Charge for year                       | £ -                                  | £ 1,556   | £ 1,556           |
|    | Disposals                             | £ -                                  | £ -   | £ -               |
|    |                                       | <u>£ -</u>                           | <u>£ 13,143</u>                                 | <u>£ 13,143</u>   |
|    | <b>Net Book Value</b>                 |                                      |   |                   |
|    | At 30/9/22                            | £ 8,407                              | £ 5,145   | £ 13,552          |
|    | At 30/9/21                            | <u>£ 8,407</u>                       | <u>£ 1,669</u>                                  | <u>£ 10,076</u>   |
| 8  | <b>Cash at Bank</b>                   |                                      | <u>2022</u>                                     | <u>2021</u>       |
|    | Co-Operative Bank Current Account     |                                      | £ 1,781   | £ 6,090           |
|    | Co-Operative Bank Trustee Account     |                                      | £ 17,000  | £ 20,662          |
|    | Co-Operative Bank Fundraising Account |                                      | £ 680   | £ 680             |
|    |                                       |                                      | <u>£ 19,461</u>                                 | <u>£ 27,432</u>   |
| 9  | <b>Creditors</b>                      |                                      |   |                   |
|    | Accrued Expenses and Provisions       |                                      | £ 2,932   | £ 2,281           |
|    | PAYE and National Insurance           |                                      | (£ 191)   | £ 231             |
|    | Independent examiner's fee            |                                      | £ 175   | £ 175             |
|    |                                       |                                      | <u>£ 2,916</u>                                  | <u>£ 2,687</u>    |
| 10 | <b>Staff Costs</b>                    |                                      |   |                   |
|    | Gross wages and salaries              |                                      | £ 87,061  | £ 69,655          |
|    | Employer's National Insurance         |                                      | (£ 636)   | £ 145             |
|    | Training                              |                                      | £ 1,085   | £ 1,814           |
|    | Advertising                           |                                      | £ 2,980   | £ 139             |
|    |                                       |                                      | <u>£ 90,490</u>                                 | <u>£ 71,753</u>   |

**Independent Examiner's Report on the Unaudited Financial  
Statements to the Trustees of Sandhurst Nursery School  
Charity No: 1060849**

I report on the financial statements for the year ended 30<sup>th</sup> September 2022 set out on the following pages.

**Respective responsibilities of Trustees and Independent Examiner**

The charity's trustees consider that an audit is not required for this year (under section 144 of the Charities Act 2011 (the Act), and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Act),
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Act), and
- To state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was conducted in accordance with General Directions given by the Charity Commission. 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 the 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 audit opinion on the accounts.

**Independent examiner's statement**

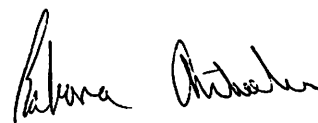
In the course of my examination, no matter has come to my attention

(1) which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 130 of the Act); and
- accounts are prepared which agree with the accounting requirements of the 2011 Act; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

B A Antrobus BSc (Open) FCA CTA  
Lyndhurst  
Main Street  
Peasmarsh, Rye  
East Sussex TN31 6YA



21 APRIL 2023

0606/AA

*B.A. TAXATION SERVICES LIMITED*

*Registered Office:*

**LYNDHURST  
MAIN STREET  
PEASMARSH, RYE  
EAST SUSSEX  
TN31 6YA**

**Tel: 01797 230793**

**My Ref: A7051/AA**

Mrs A Writer  
Sandhurst Nursery School  
Rye Road  
Sandhurst  
Cranbrook, Kent TN18 5JE

21 April 2023

**TO PROFESSIONAL SERVICES**

Reviewing the records of the Sandhurst Nursery School for the year ended 30<sup>th</sup> September 2022. Checking the bank reconciliations with the bank statements.

Ensuring that the vouchers produced agreed with the records. Completing the Independent Examination for the charity.

General care and attention.

**FEE: £175.00**

*Please make cheques payable to B.A. Taxation Services Ltd*

**Bank Details: HSBC Hastings  
Sort Code 40-23-18  
No: 22005123  
B.A. Taxation Services Ltd**

Registered in England and Wales:  
No. 04548292

Director: B. A. Antrobus BSc (Open) FCA CTA

**SANDHURST NURSERY SCHOOL**

England & Wales - Charity number 1060849

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# Accounts

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**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## **Trustees' Annual Report for the period**

**From 01/10/2020 Period start date To 30/09/2021**

**Period end date**

**Charity name: Sandhurst Nursery School**

**Charity registration number: 1060849**

### **Objectives and Activities**

|  | SORP reference     |  |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document  | Para 1.17          | To provide early years education for children below compulsory school age.   |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | To follow Kent County Council statutory requirements and provide a nursery setting regulated by Ofsted to provide care and education for children in the local area. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit   | Para 1.18          | Trustees are elected to provide a governing body to ensure all requirements are fulfilled.   |

### **Additional information (optional)**

You may choose to include further statements where relevant about:

|  | SORP reference |   |
|--|----------------|---|
| Policy on grant making   | Para 1.38      | We provide fundraising events that can be accessed by all members of the community and stakeholders to raise money for resources and equipment to provide good quality childcare. |
| Policy on social investment including program related investment | Para 1.38      | We receive contributions from Kent County Council and stakeholders to sustain the nursery.  |
| Contribution made by volunteers                                  | Para 1.38      | Parents continue to contribute towards snacks and other small resources i.e. nappies and wipes.   |
| Other  |                |   |

## Achievements and Performance

|  | SORP reference   |  |
|--|------------------|--|
| <p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p> | <p>Para 1.20</p> | <p>The nursery school manager has continued to work hard this year to increase the number of children attending the setting and the number of sessions children attend.</p> <p>The manager continues to use the procedure for collection of fees so that they are paid on time and by the end of every term.</p> <p>The nursery continually reviews its policies coupled with a conscious effort to keep spending in line with a budget this has further improved the financial stability of the nursery. The increased surplus has been spent on resources for both learning rooms and outdoors, and new toys.</p> <p>The nursery manager continues to attend collaboration meetings with other early years settings to bring new ideas and initiatives into the nursery and benchmark the nursery's procedures with those of other nurseries.</p> <p>The nursery continues to build on its positive relationship with parents of children at the setting using Tapestry software to share stories of children's successes.</p> <p>The fundraising committee have hosted many events this year (Guess the practitioner photo competition, dressing up week in October, Uniform sale and hosting a stall at the school summer fete. Waitrose Community Fundraising Coin Box was again successful in raising funds for the nursery school - £166 was raised! These events continue to keep us at the heart of the village community.</p> <p>The nursery welcomed two student practitioners into the setting this year who have contributed greatly to the provision on offer.</p> |

### Additional Information (optional)

You may choose to include further statements where relevant about:

|  |                  |  |
|--|------------------|--|
| <p>Achievements against objectives set</p> | <p>Para 1.41</p> |  |
| <p>Performance of fundraising</p>          |                  |  |

## Financial Review

|  |           |  |
|--|-----------|--|
| Review of the charity's financial position at the end of the period              | Para 1.21 | The nursery is funded by grants from Kent County Council and receives fees from parents for non-funded sessions. |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | Reserves are held to maintain expenditure in-between grant payments from KCC.                                    |
| Amount of reserves held  | Para 1.22 | Reserves held to meet on-going commitments.  |
| Reasons for holding zero reserves  | Para 1.22 | N/A  |
| Details of fund materially in deficit  | Para 1.24 | N/A  |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | None   |

### Additional Information (optional)

You may choose to include further statements where relevant about:

|   |           |  |
|---|-----------|--|
| The charity's principal sources of funds (including any fundraising)            | Para 1.47 | Kent County Council<br>Parents' fees<br>Parental/community fundraising |
| Investment policy and objectives including any social investment policy adopted | Para 1.48 |  |
| A description of the principal risks facing the charity                         | Para 1.48 |  |
| Other   |           |  |

## Structure, Governance and Management

|   |           |  |
|---|-----------|--|
| Description of charity's trusts:  |           | Constitution   |
| Type of governing document (trust deed, royal charter)  | Para 1.25 | Trust  |
| How is the charity constituted? (e.g. unincorporated association, CIO)  | Para 1.25 | Constitution   |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Elected by other Trustees and parents of the nursery children currently attending the nursery. |

### Additional information (optional)

You may choose to include further statements where relevant about:

|   |           |  |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees                | Para 1.51 |  |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 |  |
| Relationship with any related parties   | Para 1.51 |  |
| Other   |           |  |

### Reference and Administrative details

|                             |   |
|-----------------------------|---|
| Charity name                | Sandhurst Nursery School  |
| Other name the charity uses |   |
| Registered charity number   | 1060849   |
| Charity's principal address | Sandhurst Nursery School<br>Rye Road<br>Sandhurst<br>Kent<br>TN18 5JE |
|                             |   |



**Funds held as custodian trustees on behalf of others**

|   |  |
|---|--|
| Description of the assets held in this capacity   |  |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects |  |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets                         |  |

**Additional information (optional)**

**Names and addresses of advisers (Optional information)**

| Type of adviser | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

**Name of chief executive or names of senior staff members (Optional information)**

|  |
|--|
|  |
|--|

**Exemptions from disclosure**

**Reason for non-disclosure of key personnel details**

|  |
|--|
|  |
|--|



**Other optional information**

|  |
|--|
|  |
|--|

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

|                                     |   |  |
|-------------------------------------|---|--|
| Signature(s)                        |  |  |
| Full name(s)                        | CHARLES JAMES HAMILTON NEWTON   | AMANDA ANN NOKMAN  |
| Position (eg Secretary, Chair, etc) | Chairperson   | TREASURER.   |
| Date                                | 11.7.2022   |  |

**SANDHURST NURSERY SCHOOL**

**Charity No 1060849**

**ACCOUNTS**

**FOR THE YEAR ENDED**

**30 SEPTEMBER 2021**

**SANDHURST NURSERY SCHOOL**

**CONTENTS OF THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30TH SEPTEMBER 2021**

- 1) STATEMENT OF FINANCIAL ACTIVITIES
- 2) BALANCE SHEET
- 3) NOTES TO THE FINANCIAL STATEMENTS
- 4) INDEPENDENT EXAMINER'S REPORT

**SANDHURST NURSERY SCHOOL  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

|   | <u>Notes</u> | <u>Unrestricted<br/>Funds<br/>2021</u> | <u>Unrestricted<br/>Funds<br/>2020</u> |
|---|--------------|--|--|
|   |              | £                                      | £                                      |
| <b><u>Incoming Resources</u></b>                            |              |  |  |
| <b>Incoming Resources from generated funds</b>              |              |  |  |
| Voluntary Income  | 2            | -                                      | -                                      |
| Investment Income   | 3            | -                                      | -                                      |
| Incoming resources from charitable activities               | 4            | 105,818                                | 107,172                                |
| <b>Total Incoming Resources</b>                             |              | <b><u>105,818</u></b>                  | <b><u>107,172</u></b>                  |
| <b><u>Resources Expended</u></b>                            |              |  |  |
| <b>Costs of generating funds</b>                            |              |  |  |
| <b>Charitable activities</b>                                |              |  |  |
| Education   | 5            | 93,126                                 | 98,204                                 |
| <b>Total resources expended</b>                             |              | <b><u>93,126</u></b>                   | <b><u>98,204</u></b>                   |
| <b>Net incoming / (outgoing) resources before transfers</b> |              | <b>12,693</b>                          | <b>8,968</b>                           |
| Fund balances brought forward                               |              | 17,939                                 | 8,971                                  |
| <b>Fund balances carried forward</b>                        |              | <b><u>30,631</u></b>                   | <b><u>17,939</u></b>                   |

The attached notes form part of these accounts.

**SANDHURST NURSERY SCHOOL  
BALANCE SHEET  
AS AT 30 SEPTEMBER 2021**

|                            | Notes | <u>2021</u>     | <u>2020</u>     |
|----------------------------|-------|-----------------|-----------------|
| <b>Fixed Assets</b>        |       |                 |                 |
| Tangible Fixed Assets      | 7     | <u>£ 10,076</u> | <u>£ 10,164</u> |
| <b>Current Assets</b>      |       |                 |                 |
| Debtors and Prepayments    |       | £ 2,074         | £ 608           |
| Cash at Bank               | 8     | £ 27,432        | £ 15,068        |
| Cash in Hand               |       | £ 138           | £ 145           |
|                            |       | <u>£ 29,643</u> | <u>£ 16,820</u> |
| <b>Current Liabilities</b> |       |                 |                 |
| Creditors and Provisions   | 9     | £ 2,687         | 2,645           |
| <b>Net Current Assets</b>  |       | <u>£ 26,956</u> | 14,175          |
| <b>NET ASSETS</b>          |       | <u>£ 37,033</u> | <u>24,339</u>   |
| <b>FUNDS</b>               |       |                 |                 |
| Unrestricted Income Funds  |       | <u>£ 37,033</u> | <u>£ 24,339</u> |



Chairman

Date 11.7.22

For and on behalf of the Committee

SANDHURST NURSERY SCHOOL  
 NOTES TO THE ACCOUNTS  
 FOR THE YEAR ENDED 30 SEPTEMBER 2021

1 **Accounting Policies**

**General**

These accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting and Reporting by Charities 2005 and with the Charities Act 2011.

**Depreciation**

Depreciation is provided on furniture and equipment at 25% pa (straight line basis).

| 2 | <b>Voluntary Income</b>                              | <u>2021</u>      | <u>2020</u>      |
|---|--|------------------|------------------|
|   | Grants and Donations                                 | £ 4,096          | £ 9,752          |
| 3 | <b>Investment Income</b>                             |                  |                  |
|   | Bank deposit interest                                | £ 4              | £ 5              |
| 4 | <b>Incoming resources from charitable activities</b> |                  |                  |
|   | <u>Education</u>                                     |                  |                  |
|   | Fees   | £ 39,788         | £ 27,554         |
|   | County Council Funding (KCC)                         | £ 61,261         | £ 67,093         |
|   | Fundraising  | £ 130            | £ 2,117          |
|   | Milk Rebates   | £ -              | £ -              |
|   | Reimbursed expenses                                  | £ -              | £ -              |
|   | Miscellaneous Income                                 | £ 126            | £ 366            |
|   | Clothing Sales                                       | £ 414            | £ 286            |
|   |  | <u>£ 101,718</u> | <u>£ 97,416</u>  |
|   | <b>Total Income</b>                                  | <u>£ 105,818</u> | <u>£ 107,172</u> |

SANDHURST NURSERY SCHOOL  
 NOTES TO THE ACCOUNTS  
 FOR THE YEAR ENDED 30 SEPTEMBER 2021 continued

|   |                                      |   |                 |                 |
|---|--------------------------------------|---|-----------------|-----------------|
| 5 | <b>Total resources expended</b>      |   |                 |                 |
|   | <b>Charitable activities</b>         |   | <u>2021</u>     | <u>2020</u>     |
|   | <i>Staff Costs</i>                   |   |                 |                 |
|   | Salaries & Pensions                  | £ | 69,800          | £ 69,217        |
|   | Advertising                          | £ | 139             | £ 386           |
|   | Training                             | £ | 1,814           | £ 393           |
|   |                                      |   | <u>£ 71,753</u> | <u>£ 69,995</u> |
|   | <i>Premises Costs</i>                |   |                 |                 |
|   | Rent, Rates and Insurance            | £ | 2,994           | £ 3,230         |
|   | Utilities                            | £ | 2,340           | £ 3,202         |
|   | Cleaning                             | £ | 321             | £ 332           |
|   |                                      |   | <u>£ 5,656</u>  | <u>£ 6,764</u>  |
|   | <i>Resources</i>                     |   |                 |                 |
|   | Consumables                          | £ | 4,559           | £ 2,659         |
|   | Resources purchased from fundraising | £ | -               | £ 9,443         |
|   | Uniforms                             | £ | 682             | £ 241           |
|   |                                      |   | <u>£ 5,241</u>  | <u>£ 12,343</u> |
|   | <i>Administration Expenses</i>       |   |                 |                 |
|   | Postage and stationery               | £ | 1,728           | £ 1,561         |
|   | Professional Fees                    | £ | -               | £ -             |
|   | Repairs                              | £ | 2,774           | £ 2,070         |
|   | Support costs                        | £ | 247             | £ 205           |
|   | Subscriptions                        | £ | 1,685           | £ 1,628         |
|   | Telephone and Internet               | £ | 778             | £ 647           |
|   | Gifts and donations                  | £ | -               | £ -             |
|   | Outings, travel and entertainment    | £ | -               | £ -             |
|   | Refreshments and milk                | £ | -               | £ -             |
|   | Sundry expenses                      | £ | -               | £ -             |
|   | Bank Charges and Misc Fees           | £ | -               | £ -             |
|   | Legal Fees                           | £ | -               | £ -             |
|   | Depreciation of fixed assets         | £ | 949             | £ 838           |
|   | Bookkeeping                          | £ | 2,317           | £ 2,152         |
|   |                                      |   | <u>£ 10,476</u> | <u>£ 9,102</u>  |
|   |                                      |   | <u>£ 93,126</u> | <u>£ 98,204</u> |
| 6 | <b>Support Costs</b>                 |   |                 |                 |
|   | Independent examiner's fee           | £ | 247             | £ 205           |

**SANDHURST NURSERY SCHOOL**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021 continued**

|    |                                       |                                      |   |                   |
|----|---------------------------------------|--------------------------------------|---|-------------------|
| 7  | <b>Tangible Fixed Assets</b>          | <u>Building</u><br><u>Costs</u><br>£ | <u>Furniture &amp;</u><br><u>Equipment</u><br>£ | <b>Total</b><br>£ |
|    | <b>Cost</b>                           |                                      |   |                   |
|    | B/forward 1/10/20                     | £ 8,407                              | £ 12,396  | £ 20,803          |
|    | Additions                             |                                      | £ 860   | £ 860             |
|    | Disposals                             | £ -                                  | £ -   | £ -               |
|    |                                       | <u>£ 8,407</u>                       | <u>£ 13,256</u>                                 | <u>£ 21,663</u>   |
|    | <b>Depreciation</b>                   |                                      |   |                   |
|    | B/forward 1/10/20                     | £ -                                  | £ 10,639  | £ 10,639          |
|    | Charge for year                       | £ -                                  | £ 949   | £ 949             |
|    | Disposals                             | £ -                                  | £ -   | £ -               |
|    |                                       | <u>£ -</u>                           | <u>£ 11,587</u>                                 | <u>£ 11,587</u>   |
|    | <b>Net Book Value</b>                 |                                      |   |                   |
|    | At 30/9/21                            | £ 8,407                              | £ 1,669   | £ 10,076          |
|    | At 30/9/20                            | <u>£ 8,407</u>                       | <u>£ 1,758</u>                                  | <u>£ 10,164</u>   |
| 8  | <b>Cash at Bank</b>                   |                                      | <u>2021</u>                                     | <u>2020</u>       |
|    | Co-Operative Bank Current Account     |                                      | £ 6,090   | £ 4,729           |
|    | Co-Operative Bank Trustee Account     |                                      | £ 20,662  | £ 10,659          |
|    | Co-Operative Bank Fundraising Account |                                      | £ 680   | £ 679             |
|    |                                       |                                      | <u>£ 27,432</u>                                 | <u>£ 16,068</u>   |
| 9  | <b>Creditors</b>                      |                                      |   |                   |
|    | Accrued Expenses and Provisions       |                                      | £ 2,281   | £ 2,108           |
|    | PAYE and National Insurance           |                                      | £ 231   | £ 361             |
|    | Independent examiner's fee            |                                      | £ 175   | £ 175             |
|    |                                       |                                      | <u>£ 2,687</u>                                  | <u>£ 2,645</u>    |
| 10 | <b>Staff Costs</b>                    |                                      |   |                   |
|    | Gross wages and salaries              |                                      | £ 69,655  | £ 69,217          |
|    | Employer's National Insurance         |                                      | £ 145   | £ -               |
|    | Training                              |                                      | £ 1,814   | £ 393             |
|    | Advertising                           |                                      | £ 139   | £ 386             |
|    |                                       |                                      | <u>£ 71,753</u>                                 | <u>£ 69,995</u>   |

**Independent Examiner's Report on the Unaudited Financial Statements to the Trustees of Sandhurst Nursery School**  
**Charity No: 1060849**

I report on the financial statements for the year ended 30<sup>th</sup> September 2021 set out on the following pages.

**Respective responsibilities of Trustees and Independent Examiner**

The charity's trustees consider that an audit is not required for this year (under section 144 of the Charities Act 2011 (the Act), and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Act),
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Act), and
- To state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was conducted in accordance with General Directions given by the Charity Commission. 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 the 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 audit opinion on the accounts.

**Independent examiner's statement**

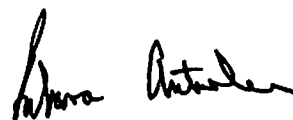
In the course of my examination, no matter has come to my attention

(1) which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 130 of the Act); and
- accounts are prepared which agree with the accounting requirements of the 2011 Act; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

B A Antrobus BSc (Open) FCA CTA  
Lyndhurst  
Main Street  
Peasmarsh, Rye  
East Sussex TN31 6YA



29 July 2022

**SANDHURST NURSERY SCHOOL**

**Charity No 1060849**

**ACCOUNTS**

**FOR THE YEAR ENDED**

**30 SEPTEMBER 2021**

**SANDHURST NURSERY SCHOOL**

**CONTENTS OF THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30TH SEPTEMBER 2021**

- 1) STATEMENT OF FINANCIAL ACTIVITIES
- 2) BALANCE SHEET
- 3) NOTES TO THE FINANCIAL STATEMENTS
- 4) INDEPENDENT EXAMINER'S REPORT

**SANDHURST NURSERY SCHOOL  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

|   | <u>Notes</u> | <u>Unrestricted<br/>Funds<br/>2021</u><br>£ | <u>Unrestricted<br/>Funds<br/>2020</u><br>£ |
|---|--------------|---|---|
| <b><u>Incoming Resources</u></b>                            |              |   |   |
| <b>Incoming Resources from generated funds</b>              |              |   |   |
| Voluntary Income  | 2            | -   | -   |
| Investment Income   | 3            | -   | -   |
| Incoming resources from charitable activities               | 4            | 105,818                                     | 107,172                                     |
| <b>Total Incoming Resources</b>                             |              | <b><u>105,818</u></b>                       | <b><u>107,172</u></b>                       |
| <b><u>Resources Expended</u></b>                            |              |   |   |
| <b>Costs of generating funds</b>                            |              |   |   |
| <b>Charitable activities</b>                                |              |   |   |
| Education   | 5            | 93,126                                      | 98,204                                      |
| <b>Total resources expended</b>                             |              | <b><u>93,126</u></b>                        | <b><u>98,204</u></b>                        |
| <b>Net incoming / (outgoing) resources before transfers</b> |              | <b>12,693</b>                               | <b>8,968</b>                                |
| Fund balances brought forward                               |              | 17,939                                      | 8,971                                       |
| <b>Fund balances carried forward</b>                        |              | <b><u>30,631</u></b>                        | <b><u>17,939</u></b>                        |

The attached notes form part of these accounts.

**SANDHURST NURSERY SCHOOL  
BALANCE SHEET  
AS AT 30 SEPTEMBER 2021**

|                            | Notes | <u>2021</u>     | <u>2020</u>     |
|----------------------------|-------|-----------------|-----------------|
| <b>Fixed Assets</b>        |       |                 |                 |
| Tangible Fixed Assets      | 7     | <u>£ 10,076</u> | <u>£ 10,164</u> |
| <b>Current Assets</b>      |       |                 |                 |
| Debtors and Prepayments    |       | £ 2,074         | £ 608           |
| Cash at Bank               | 8     | £ 27,432        | £ 15,068        |
| Cash in Hand               |       | £ 138           | £ 145           |
|                            |       | <u>£ 29,643</u> | <u>£ 16,820</u> |
| <b>Current Liabilities</b> |       |                 |                 |
| Creditors and Provisions   | 9     | £ 2,687         | 2,645           |
| <b>Net Current Assets</b>  |       | <u>£ 26,956</u> | 14,175          |
| <b>NET ASSETS</b>          |       | <u>£ 37,033</u> | <u>24,339</u>   |
| <b>FUNDS</b>               |       |                 |                 |
| Unrestricted Income Funds  |       | <u>£ 37,033</u> | <u>£ 24,339</u> |



Chairman

Date 11.7.22

For and on behalf of the Committee

SANDHURST NURSERY SCHOOL  
 NOTES TO THE ACCOUNTS  
 FOR THE YEAR ENDED 30 SEPTEMBER 2021

1 **Accounting Policies**

**General**

These accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting and Reporting by Charities 2005 and with the Charities Act 2011.

**Depreciation**

Depreciation is provided on furniture and equipment at 25% pa (straight line basis).

| 2 | <b>Voluntary Income</b>                              | <u>2021</u>      | <u>2020</u>      |
|---|--|------------------|------------------|
|   | Grants and Donations                                 | £ 4,096          | £ 9,752          |
| 3 | <b>Investment Income</b>                             |                  |                  |
|   | Bank deposit interest                                | £ 4              | £ 5              |
| 4 | <b>Incoming resources from charitable activities</b> |                  |                  |
|   | <u>Education</u>                                     |                  |                  |
|   | Fees   | £ 39,788         | £ 27,554         |
|   | County Council Funding (KCC)                         | £ 61,261         | £ 67,093         |
|   | Fundraising  | £ 130            | £ 2,117          |
|   | Milk Rebates   | £ -              | £ -              |
|   | Reimbursed expenses                                  | £ -              | £ -              |
|   | Miscellaneous Income                                 | £ 126            | £ 366            |
|   | Clothing Sales                                       | £ 414            | £ 286            |
|   |  | <u>£ 101,718</u> | <u>£ 97,416</u>  |
|   | <b>Total Income</b>                                  | <u>£ 105,818</u> | <u>£ 107,172</u> |

SANDHURST NURSERY SCHOOL  
 NOTES TO THE ACCOUNTS  
 FOR THE YEAR ENDED 30 SEPTEMBER 2021 continued

|   |                                      |   |                 |                 |
|---|--------------------------------------|---|-----------------|-----------------|
| 5 | <b>Total resources expended</b>      |   |                 |                 |
|   | <b>Charitable activities</b>         |   | <u>2021</u>     | <u>2020</u>     |
|   | <i>Staff Costs</i>                   |   |                 |                 |
|   | Salaries & Pensions                  | £ | 69,800          | £ 69,217        |
|   | Advertising                          | £ | 139             | £ 386           |
|   | Training                             | £ | 1,814           | £ 393           |
|   |                                      |   | <u>£ 71,753</u> | <u>£ 69,995</u> |
|   | <i>Premises Costs</i>                |   |                 |                 |
|   | Rent, Rates and Insurance            | £ | 2,994           | £ 3,230         |
|   | Utilities                            | £ | 2,340           | £ 3,202         |
|   | Cleaning                             | £ | 321             | £ 332           |
|   |                                      |   | <u>£ 5,656</u>  | <u>£ 6,764</u>  |
|   | <i>Resources</i>                     |   |                 |                 |
|   | Consumables                          | £ | 4,559           | £ 2,659         |
|   | Resources purchased from fundraising | £ | -               | £ 9,443         |
|   | Uniforms                             | £ | 682             | £ 241           |
|   |                                      |   | <u>£ 5,241</u>  | <u>£ 12,343</u> |
|   | <i>Administration Expenses</i>       |   |                 |                 |
|   | Postage and stationery               | £ | 1,728           | £ 1,561         |
|   | Professional Fees                    | £ | -               | £ -             |
|   | Repairs                              | £ | 2,774           | £ 2,070         |
|   | Support costs                        | £ | 247             | £ 205           |
|   | Subscriptions                        | £ | 1,685           | £ 1,628         |
|   | Telephone and Internet               | £ | 778             | £ 647           |
|   | Gifts and donations                  | £ | -               | £ -             |
|   | Outings, travel and entertainment    | £ | -               | £ -             |
|   | Refreshments and milk                | £ | -               | £ -             |
|   | Sundry expenses                      | £ | -               | £ -             |
|   | Bank Charges and Misc Fees           | £ | -               | £ -             |
|   | Legal Fees                           | £ | -               | £ -             |
|   | Depreciation of fixed assets         | £ | 949             | £ 838           |
|   | Bookkeeping                          | £ | 2,317           | £ 2,152         |
|   |                                      |   | <u>£ 10,476</u> | <u>£ 9,102</u>  |
|   |                                      |   | <u>£ 93,126</u> | <u>£ 98,204</u> |
| 6 | <b>Support Costs</b>                 |   |                 |                 |
|   | Independent examiner's fee           | £ | 247             | £ 205           |

**SANDHURST NURSERY SCHOOL**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021 continued**

|    |                                       |                                      |   |                   |
|----|---------------------------------------|--------------------------------------|---|-------------------|
| 7  | <b>Tangible Fixed Assets</b>          | <u>Building</u><br><u>Costs</u><br>£ | <u>Furniture &amp;</u><br><u>Equipment</u><br>£ | <b>Total</b><br>£ |
|    | <b>Cost</b>                           |                                      |   |                   |
|    | B/forward 1/10/20                     | £ 8,407                              | £ 12,396  | £ 20,803          |
|    | Additions                             |                                      | £ 860   | £ 860             |
|    | Disposals                             | £ -                                  | £ -   | £ -               |
|    |                                       | <u>£ 8,407</u>                       | <u>£ 13,256</u>                                 | <u>£ 21,663</u>   |
|    | <b>Depreciation</b>                   |                                      |   |                   |
|    | B/forward 1/10/20                     | £ -                                  | £ 10,639  | £ 10,639          |
|    | Charge for year                       | £ -                                  | £ 949   | £ 949             |
|    | Disposals                             | £ -                                  | £ -   | £ -               |
|    |                                       | <u>£ -</u>                           | <u>£ 11,587</u>                                 | <u>£ 11,587</u>   |
|    | <b>Net Book Value</b>                 |                                      |   |                   |
|    | At 30/9/21                            | £ 8,407                              | £ 1,669   | £ 10,076          |
|    | At 30/9/20                            | <u>£ 8,407</u>                       | <u>£ 1,758</u>                                  | <u>£ 10,164</u>   |
| 8  | <b>Cash at Bank</b>                   |                                      | <u>2021</u>                                     | <u>2020</u>       |
|    | Co-Operative Bank Current Account     |                                      | £ 6,090   | £ 4,729           |
|    | Co-Operative Bank Trustee Account     |                                      | £ 20,662  | £ 10,659          |
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|    |                                       |                                      | <u>£ 27,432</u>                                 | <u>£ 16,068</u>   |
| 9  | <b>Creditors</b>                      |                                      |   |                   |
|    | Accrued Expenses and Provisions       |                                      | £ 2,281   | £ 2,108           |
|    | PAYE and National Insurance           |                                      | £ 231   | £ 361             |
|    | Independent examiner's fee            |                                      | £ 175   | £ 175             |
|    |                                       |                                      | <u>£ 2,687</u>                                  | <u>£ 2,645</u>    |
| 10 | <b>Staff Costs</b>                    |                                      |   |                   |
|    | Gross wages and salaries              |                                      | £ 69,655  | £ 69,217          |
|    | Employer's National Insurance         |                                      | £ 145   | £ -               |
|    | Training                              |                                      | £ 1,814   | £ 393             |
|    | Advertising                           |                                      | £ 139   | £ 386             |
|    |                                       |                                      | <u>£ 71,753</u>                                 | <u>£ 69,995</u>   |

**Independent Examiner's Report on the Unaudited Financial Statements to the Trustees of Sandhurst Nursery School**  
**Charity No: 1060849**

I report on the financial statements for the year ended 30<sup>th</sup> September 2021 set out on the following pages.

**Respective responsibilities of Trustees and Independent Examiner**

The charity's trustees consider that an audit is not required for this year (under section 144 of the Charities Act 2011 (the Act), and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Act),
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**Basis of independent examiner's statement**

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**Independent examiner's statement**

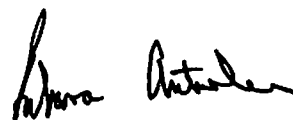
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29 July 2022