

REGISTERED COMPANY NUMBER: 03363684 (England and Wales)
REGISTERED CHARITY NUMBER: 1064202

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2023
for
Keighley Community Nursery Ltd.

Stirk Lambert & Co
Chartered Accountants
Russell Chambers
61a North Street
Keighley
West Yorkshire
BD21 3DS

Keighley Community Nursery Ltd.

**Contents of the Financial Statements
for the Year Ended 31 March 2023**

	Page
Report of the Trustees	1 to 3
Independent Examiner's Report	4
Statement of Financial Activities	5
Statement of Financial Position	6
Notes to the Financial Statements	7 to 13
Detailed Statement of Financial Activities	14 to 15

Keighley Community Nursery Ltd.

Report of the Trustees for the Year Ended 31 March 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The main objectives of Keighley Community Nursery Limited is to provide childcare for families in the Keighley and surrounding area.

The main activities of Keighley Community Nursery are nursery day-care for children aged 0 to 5 years, before and after school care for children aged 3 to 11 and holiday club day care for children in the Reception year of Primary school.

The Trustees have considered the guidance in Section 4 of the 2006 Charities Act and consider that the activities of the charitable company are for the Public Benefit as they are open to families from all backgrounds.

Public benefit

The charity's public benefit is providing facilities for the daily care, recreation and education of children who are below compulsory school age or who are of compulsory school age during out of school hours and holidays to children in Keighley and the surrounding areas.

The charity has regarded the Charity Commission's guidance on public benefit.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The nursery had accumulated reserves of £150,659 as at 31 March 2023. During the year to 31 March 2023 there was a surplus of £23,461 (2022: a surplus of £12,441).

The surplus arose primarily due to an increase in fees received during the year to 31st March 2023.

The nursery remains sustainable with a substantial waiting list, remarkably few complaints received over the last 12 months and a robust continuous professional development program for staff is in place and ongoing.

FINANCIAL REVIEW

Investment policy and objectives

There are insufficient free reserves for long-term investment. The Trustees are satisfied that the gross interest applicable to the business account with the National Westminster Bank is satisfactory.

Reserves policy

The Trustees feel that it is reasonable to try and maintain unrestricted reserves equivalent to 3 months expenditure (£116,200) which are held to protect the organisation against the uncertainties of both trading and funding. At the year end reserves were £150,659 (2022: £127,198), which satisfies the Trustees' target.

The Trustees recognise that, like most organisations in the not-for-profit Childcare environment, Keighley Community Nursery will struggle to achieve this aim on a consistent basis, but they are constantly working hard to raise further funding to maintain this goal.

FUTURE PLANS

The nursery aims to maintain cash reserves of £100,000, with any surplus spent on further improving the quality of care provided as well as maintenance and improvements to the nursery building.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Keighley Community Nursery Ltd.

Report of the Trustees for the Year Ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

The Memorandum and Articles of Association require the Trustees to be re-elected at the next Annual General Meeting.

To retain the original ethos of the organisation, the trustees will endeavour to ensure that new members are recruited primarily from service users, particularly the parents, as well as ensuring that relevant skills are represented e.g. business, finance, childcare, human resources.

Organisational structure

Keighley Community Nursery Limited Board of Trustees must consist, accordingly to the Articles of Association at least 3 members with no maximum number. The Management Committee meets 5 to 6 times per year.

Induction and training of new trustees

Following election new Trustees will be provided with the relevant information regarding the history, structure and governance of the Company as well as the financial position and strategic priorities.

In addition, new Trustees will be referred to relevant training courses for Committee Members that are available through the Joint Training Board.

Related parties

Keighley Community Nursery's service delivery is consistent with the aims of the National Childcare Strategy and the Every Child Matters agenda.

Keighley Community Nursery has strong links with Bradford Early Years and Childcare Service, Sure Start Keighley, as well as with Local Schools, Colleges, Social Services and other professional agencies.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03363684 (England and Wales)

Registered Charity number

1064202

Registered office

Braithwaite Grove
Keighley
West Yorkshire
BD22 6JB

Trustees

L Powell
M Hall
J A Fenwick (resigned 30.11.22)
R Simpson (resigned 30.11.22)
S L Greenwood - chair
R A Balson
E L Garnett
N Dent

Independent Examiner

Richard J Hudson FCA
Stirk Lambert & Co
Chartered Accountants
Russell Chambers
61a North Street
Keighley
West Yorkshire
BD21 3DS

Keighley Community Nursery Ltd.

**Report of the Trustees
for the Year Ended 31 March 2023**

REFERENCE AND ADMINISTRATIVE DETAILS

Bank

National Westminster Bank Plc
63 North Street
Keighley
West Yorkshire

Approved by order of the board of trustees on 30 November 2023 and signed on its behalf by:

S L Greenwood - Trustee

**Independent Examiner's Report to the Trustees of
Keighley Community Nursery Ltd.**

Independent examiner's report to the trustees of Keighley Community Nursery Ltd. ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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

Richard J Hudson FCA

Stirk Lambert & Co
Chartered Accountants
Russell Chambers
61a North Street
Keighley
West Yorkshire
BD21 3DS

30 November 2023

Keighley Community Nursery Ltd.

**Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 31 March 2023**

	Notes	Unrestricted fund £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		1,936	-	1,936	2,943
Charitable activities	3				
Charitable activities		252,995	1,084	254,079	221,924
Nursery Fees		228,991	-	228,991	173,407
Other trading activities	2	3,306	-	3,306	1,990
Total		<u>487,228</u>	<u>1,084</u>	<u>488,312</u>	<u>400,264</u>
EXPENDITURE ON					
Raising funds	4	353	-	353	461
Charitable activities	5				
Charitable activities		461,417	1,097	462,514	386,809
Nursery Fees		-	-	-	553
Other		1,984	-	1,984	-
Total		<u>463,754</u>	<u>1,097</u>	<u>464,851</u>	<u>387,823</u>
NET INCOME/(EXPENDITURE)		23,474	(13)	23,461	12,441
RECONCILIATION OF FUNDS					
Total funds brought forward		127,160	38	127,198	114,757
TOTAL FUNDS CARRIED FORWARD		<u><u>150,634</u></u>	<u><u>25</u></u>	<u><u>150,659</u></u>	<u><u>127,198</u></u>

The notes form part of these financial statements

Keighley Community Nursery Ltd.

**Statement of Financial Position
31 March 2023**

	Notes	Unrestricted fund £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
FIXED ASSETS					
Tangible assets	12	6,698	25	6,723	7,900
CURRENT ASSETS					
Debtors	13	15,297	-	15,297	11,639
Cash at bank and in hand		134,047	-	134,047	117,714
		<u>149,344</u>	<u>-</u>	<u>149,344</u>	<u>129,353</u>
CREDITORS					
Amounts falling due within one year	14	(5,408)	-	(5,408)	(10,055)
NET CURRENT ASSETS		<u>143,936</u>	<u>-</u>	<u>143,936</u>	<u>119,298</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>150,634</u>	<u>25</u>	<u>150,659</u>	<u>127,198</u>
NET ASSETS		<u>150,634</u>	<u>25</u>	<u>150,659</u>	<u>127,198</u>
FUNDS	15				
Unrestricted funds				150,634	127,160
Restricted funds				25	38
TOTAL FUNDS				<u>150,659</u>	<u>127,198</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 30 November 2023 and were signed on its behalf by:

S L Greenwood - Trustee

The notes form part of these financial statements

Keighley Community Nursery Ltd.

Notes to the Financial Statements for the Year Ended 31 March 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property	- 15% on reducing balance
Fixtures and fittings	- 25% on reducing balance

Toys are written off in full in the year of purchase as their useful life is typically less than one year.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Keighley Community Nursery Ltd.

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

2. OTHER TRADING ACTIVITIES

	31.3.23	31.3.22
	£	£
Fundraising	3,306	1,990
	<u> </u>	<u> </u>

3. INCOME FROM CHARITABLE ACTIVITIES

	31.3.23	31.3.22
	£	£
Grants	254,079	221,924
Fees	228,991	173,407
	<u> </u>	<u> </u>
	483,070	395,331
	<u> </u>	<u> </u>

Grants received, included in the above, are as follows:

	31.3.23	31.3.22
	£	£
Bradford Council NEF	252,995	219,700
Milk Grant	1,084	742
HMRC Coronavirus job retention scheme	-	1,482
	<u> </u>	<u> </u>
	254,079	221,924
	<u> </u>	<u> </u>

4. RAISING FUNDS

Raising donations and legacies

	31.3.23	31.3.22
	£	£
Publicity	70	99
Fundraising costs	283	362
	<u> </u>	<u> </u>
	353	461
	<u> </u>	<u> </u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 6)	Support costs (see note 7)	Totals
	£	£	£
Charitable activities	449,226	13,288	462,514
	<u> </u>	<u> </u>	<u> </u>

Keighley Community Nursery Ltd.

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

6. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31.3.23	31.3.22
	£	£
Staff costs	411,613	342,726
Nursery supplies and food	20,628	14,033
Repair and refurbishment	4,465	3,942
Sundries	3,702	3,665
Cleaning costs	2,801	2,247
Telephone, stationery and office	3,376	3,398
Minibus expenses	50	4,246
Bad debts	1,041	524
Depreciation	1,550	1,822
	<u>449,226</u>	<u>376,603</u>

7. SUPPORT COSTS

	Other	Governance	Totals
	£	costs £	£
Other resources expended	1,984	-	1,984
Charitable activities	11,203	2,085	13,288
	<u>13,187</u>	<u>2,085</u>	<u>15,272</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.23	31.3.22
	£	£
Depreciation - owned assets	<u>1,550</u>	<u>1,822</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

During the year one of the charities trustees was remunerated through their employment as a member of key personnel and management.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

10. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.3.23	31.3.22
Nursery staff	<u>27</u>	<u>26</u>

No employees received emoluments in excess of £60,000.

Keighley Community Nursery Ltd.

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	2,943	-	2,943
Charitable activities			
Charitable activities	221,182	742	221,924
Nursery Fees	173,407	-	173,407
Other trading activities	1,990	-	1,990
Total	<u>399,522</u>	<u>742</u>	<u>400,264</u>
EXPENDITURE ON			
Raising funds	461	-	461
Charitable activities			
Charitable activities	386,054	755	386,809
Nursery Fees	553	-	553
Total	<u>387,068</u>	<u>755</u>	<u>387,823</u>
NET INCOME/(EXPENDITURE)	12,454	(13)	12,441
RECONCILIATION OF FUNDS			
Total funds brought forward	114,706	51	114,757
TOTAL FUNDS CARRIED FORWARD	<u>127,160</u>	<u>38</u>	<u>127,198</u>

12. TANGIBLE FIXED ASSETS

	Improvements to property £	Fixtures and fittings £	Totals £
COST			
At 1 April 2022	11,621	50,724	62,345
Additions	-	373	373
At 31 March 2023	<u>11,621</u>	<u>51,097</u>	<u>62,718</u>
DEPRECIATION			
At 1 April 2022	6,465	47,980	54,445
Charge for year	773	777	1,550
At 31 March 2023	<u>7,238</u>	<u>48,757</u>	<u>55,995</u>
NET BOOK VALUE			
At 31 March 2023	<u>4,383</u>	<u>2,340</u>	<u>6,723</u>
At 31 March 2022	<u>5,156</u>	<u>2,744</u>	<u>7,900</u>

Keighley Community Nursery Ltd.

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Trade debtors	14,838	11,159
Prepayments & accrued income	459	480
	<u>15,297</u>	<u>11,639</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Trade creditors	2,145	2,675
Social security and other taxes	1,463	5,534
Accrued expenses	1,800	1,846
	<u>5,408</u>	<u>10,055</u>

15. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	127,160	23,474	150,634
Restricted funds			
OFSTED fund	38	(13)	25
	<u>127,198</u>	<u>23,461</u>	<u>150,659</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	487,228	(463,754)	23,474
Restricted funds			
OFSTED fund	-	(13)	(13)
Milk Grant	1,084	(1,084)	-
	<u>1,084</u>	<u>(1,097)</u>	<u>(13)</u>
TOTAL FUNDS	<u>488,312</u>	<u>(464,851)</u>	<u>23,461</u>

Keighley Community Nursery Ltd.

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

15. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	114,706	12,454	127,160
Restricted funds			
OFSTED fund	51	(13)	38
TOTAL FUNDS	<u>114,757</u>	<u>12,441</u>	<u>127,198</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	399,522	(387,068)	12,454
Restricted funds			
OFSTED fund	-	(13)	(13)
Milk Grant	742	(742)	-
	<u>742</u>	<u>(755)</u>	<u>(13)</u>
TOTAL FUNDS	<u>400,264</u>	<u>(387,823)</u>	<u>12,441</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	114,706	35,928	150,634
Restricted funds			
OFSTED fund	51	(26)	25
TOTAL FUNDS	<u>114,757</u>	<u>35,902</u>	<u>150,659</u>

Keighley Community Nursery Ltd.

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

15. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	886,750	(850,822)	35,928
Restricted funds			
OFSTED fund	-	(26)	(26)
Milk Grant	1,826	(1,826)	-
	<u>1,826</u>	<u>(1,852)</u>	<u>(26)</u>
TOTAL FUNDS	<u>888,576</u>	<u>(852,674)</u>	<u>35,902</u>

The restricted fund represents assets that were acquired with a grant from OFSTED. The grant was only to be spent on things that would improve the nurseries facilities and staff training for the nursery to gain a better OFSTED inspection result in the future. These assets are being depreciated over their useful life.

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

Keighley Community Nursery Ltd.

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2023**

	31.3.23 £	31.3.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations and other income	1,936	2,943
Other trading activities		
Fundraising	3,306	1,990
Charitable activities		
Fees	228,991	173,407
Grants	254,079	221,924
	<hr/>	<hr/>
	483,070	395,331
Total incoming resources	<hr/>	<hr/>
	488,312	400,264
EXPENDITURE		
Raising donations and legacies		
Publicity	70	99
Fundraising costs	283	362
	<hr/>	<hr/>
	353	461
Charitable activities		
Wages	391,122	326,882
National insurance	15,384	11,535
Pensions	5,107	4,309
Nursery supplies and food	20,628	14,033
Repair and refurbishment	4,465	3,942
Sundries	3,702	3,665
Cleaning costs	2,801	2,247
Telephone, stationery and office	3,376	3,398
Minibus expenses	50	4,246
Bad debts	1,041	524
Improvements to property	773	910
Fixtures and fittings	777	912
	<hr/>	<hr/>
	449,226	376,603
Support costs		
Other		
Insurance	1,952	1,946
Premises costs	8,266	4,234
Recruitment & training	1,984	1,937
Bank charges	985	757
	<hr/>	<hr/>
	13,187	8,874

This page does not form part of the statutory financial statements

Keighley Community Nursery Ltd.

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2023**

	31.3.23 £	31.3.22 £
Other		
Governance costs		
Accountancy and legal fees	1,890	1,800
Legal fees	195	85
	<hr/>	<hr/>
	2,085	1,885
	<hr/>	<hr/>
Total resources expended	464,851	387,823
	<hr/>	<hr/>
Net income	23,461	12,441
	<hr/>	<hr/>

This page does not form part of the statutory financial statements