

REGISTERED CHARITY NUMBER: 1067049

Poppins Nursery
Trustees' Annual Report and Accounts
for the year ended 31st March 2023

Poppins Nursery

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for the year ended 31st March 2023

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Poppins Nursery
Legal and Administrative Information
for the year ended 31st March 2023

Charity name: Poppins Nursery

Trading name: Poppins Nursery and Pre-School

Charity Commission registered number: 1067049

Charity's principal address:

The Lampard Centre
Sally Port Gardens
Brompton
Gillingham
Kent
ME7 5BU

Trustees:

Michelle Sergeant – Secretary
Kate White – Treasurer
Sarah Goodearl – Chairperson

Independent Examiner:

Beak Kemmenoe
Chartered Accountants and
Registered Auditors
1 - 3 Manor Road
Chatham
ME4 6AE

Bankers:

HSBC
87 High Street
Gillingham
ME7 1BP

Poppins Nursery
Trustees' Annual Report
for the year ended 31st March 2023

The trustees submit their report together with the financial statements of the charity for the year ended 31st March 2023.

Structure, Governance and Management

The trustees during the year under review were:

Michelle Sergeant – Secretary

Kate White – Treasurer

Sarah Goodearl – Chairperson

Description of Charity's trusts: Constitution adopted 3 October 1997

Recruitment and appointment of trustees: The Committee members, who are also the charity trustees of the pre-school, are elected by the members of the pre-school during the Annual General Meeting. The minimum number of committee members is five and the maximum number is twelve, although the committee may co-opt up to three further members at any one time.

Objectives and Activities

Objects of the charity: 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.

Main activities undertaken for the public benefit: To offer appropriate play facilities, support and encouragement to help such groups and to ensure opportunities for all children regardless of race, culture and religion.

When planning the activities for the year, the trustees have complied with the duty in Section 4 of the Charities Act 2011 to have due regard to guidance published by the Charity Commission, including public benefit guidance.

Our Vision

To provide the best possible care and learning environment to enable every child the opportunity to reach their full potential.

Achievements and Performance

The main achievements of the charity during the year were:

- The charity had received an overall good and positive result from the Ofsted inspection on 27th January 2023, this was the first routine inspection since the COVID-19 pandemic began.
- The school has full working team.
- The Pre-school is busy, with a waiting list for places.
- Staff have had further training in the year.
- The school began using the Tapestry software, that documents the children's progress through Pre-School, enhancing communication between parents and staff.

Through the work the charity has done with its beneficiaries (the children) it continues to strive to ensure the children are ready for school transition, they are able to actively develop social skills and provide parents/carers with the opportunity for respite.

Financial Review

General: The full financial results are set out on pages 5 to 8. In summary the total receipts from all sources amounted to £183,949 and total payments including the purchase of fixed assets amounted to £198,087. This resulted in an excess of payments over receipts on unrestricted funds of £14,138 before transfers. The net unrestricted funds of the charity have decreased from £44,367 to £30,229.

Reserves Policy: Our policy is to hold sufficient reserves to sustain the pre-school should our income fall below expected levels. Our intention would be to continue functioning as a pre-school if at all possible, but in the event of closure we would need sufficient funds to cover staff redundancies.

Declaration and Signing

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

Signed on behalf of the charity's trustees



Sarah Goodearl
Chairperson

SARAH GOODEARL

Date of Approval:

29th April 2024

**Independent Examiner's Report to the Trustees
On the Accounts for the year ended 31st March 2023**

Independent examiner's report to the trustees of Poppins Nursery

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

Responsibilities and basis of report

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 s. 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under s. 145(5)(b) of the Act.

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 giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records.

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.



Ronald Price FCA
Beak Kemmenoe
Chartered Accountants
1-3 Manor Road
Chatham
Kent
ME4 6AE

Dated: 29-04-2024

Poppins Nursery

Receipts and Payments Accounts

for the year ended 31st March 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total Funds £	2022 Total Funds £
Receipts					
Incoming resources from generated funds:					
Voluntary income			-	-	
CJRS grants		-	-	-	2,764
Investment income		33	-	33	2
Incoming resources from charitable activities:					
Fees received from parents		22,945	-	22,945	20,819
Fees received from Medway Council		148,889	-	148,889	142,486
Other funding received		12,082	-	12,082	16,686
Total incoming resources		183,949	-	183,949	182,756
Payments					
Costs of generating funds:					
Costs of generating voluntary income		-	-	-	
Charitable activities	1	194,559	-	194,559	167,612
Total resources expended		194,559	-	194,559	167,612
Asset and investment purchases					
Purchase of fixed assets		3,528	-	3,528	9,295
Excess of receipts over payments		(14,138)	-	(14,138)	5,850
Bank accounts and cash brought forward		44,367	-	44,367	38,517
Bank accounts and cash carried forward		30,229	-	30,229	44,367

The notes set out on page 7 and 8 form part of these accounts

Poppins Nursery

Statement of Assets and Liabilities

as at 31st March 2023

Cash funds:	Unrestricted funds £	Totals 2023 £	Totals 2022 £
Community account	10,137	10,137	24,308
Business account	20,066	20,066	20,034
Cash in hand	26	26	26
	<u>30,229</u>	<u>30,229</u>	<u>44,367</u>

Assets retained for the Charity's own use:	Fund to which asset belongs	Cost £	NBV £
Childrens' Equipment	Unrestricted	27,974	16,079
		<u>27,974</u>	<u>16,079</u>

Liabilities:	Unrestricted funds £	Totals 2023 £	Totals 2022 £
Trade Creditors	157	157	157
Accruals/deferred income	1,559	1,559	1,401
Social security and pensions	1,866	1,866	1,410
	<u>3,582</u>	<u>3,582</u>	<u>2,968</u>

These accounts were approved by the trustees on



Sarah Goodearl
Chairperson

The notes set out on page 7 and 8 form part of these accounts

Notes to the Accounts

for the year ended 31st March 2023

1 Charitable activities costs

	Unrestricted funds £	Restricted funds £	2023 Total £	2022 Total £
Wages	177,840	-	177,840	150,597
Pension	2,038	-	2,038	2,008
Uniform	295	-	295	82
Training and DBS checks	2,213	-	2,213	1,533
Food/Milk	1,663	-	1,663	2,848
Toys/Books/Arts and Crafts	5,683	-	5,683	5,582
Repairs	198	-	198	437
Telephone	953	-	953	893
Insurance	863	-	863	850
Bank Charges	60	-	60	20
Accountancy and payroll	1,727	-	1,727	1,884
Sundry expenses	1,026	-	1,026	878
	<u>194,559</u>	<u>-</u>	<u>194,559</u>	<u>167,612</u>

2 Restricted funds

There are no restricted funds during the year and no restricted funds balance.

3 Unrestricted funds

	Balance as at 1 April 2022 £	Incoming resources £	Resources expended £	Transfers between funds £	Balance as at 31 March 2023 £
General funds	21,592	183,949	(198,087)	-	7,454
Designated funds					-
- Reserve fund	22,775	-	-	-	22,775
- Garden equipment fund	-	-	-	-	-
					-
Total unrestricted funds	<u>44,367</u>	<u>183,949</u>	<u>(198,087)</u>	<u>-</u>	<u>30,229</u>

The designated funds have been set aside by the trustees, in accordance with their reserves policy, for equipment, staff wages, should income fall below expected levels at particular times during the year, and to cover staff redundancy costs should the pre-school have to close.

The notes form part of these accounts

Poppins Nursery

Notes to the Accounts

for the year ended 31st March 2023

4 Trustees' remuneration and benefits

Kate White, Trustee, was a paid employee of the charity on terms agreed as per our constitution. She is no longer on payroll from 27th May 2021. For the year ended 31st March 2023 Nil was paid (2022 - £464) for her book-keeping role.

No remuneration, other benefits or expenses, were paid to any trustee, for their services as a trustee and committee member.

The notes form part of these accounts