



Trustees' Annual Report & Accounts 2025

Farriers Gate
Chatteris
Cambridgeshire
PE16 6QP



NATIONAL
LOTTERY
CHARITIES

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Registered Charity No. 1069714 | Ofsted Registration No. 221911



Trustees' Annual Report

for the period
from 01 February 2024 to 31 January 2025

REFERENCE & ADMINISTRATION DETAILS:

Charity Name	The Meadows Day Care Centre
Other Names	The Meadows Centre (Chatteris) - Old Name
Registered Charity No.	1069714
Charity's Principal Address	The Meadows Day Care Centre Farriers Gate Chatteris Cambridgeshire PE16 6QP.

Names of the Charity Trustees who have managed the Charity (1 Feb 2024 to 31 Jan 2025).

Trustee Name	Office (if any)	Dates Acted (if not for whole year)	Name of person (or body) entitled to appoint trustee (if any)
John Smith	Chair		
Susan Kelly	Treasurer		
Yvonne Brown	Manager		
Debbie Maiden		From June 2024	

Names of the Trustees for the charity.

Trustee Name	Dates Acted (if not for whole year)
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Names and Addresses of advisors:

Type of Advisor	Name	Address
Independent Examiner	Mark Saunders	7, Tribune Close, Chatteris, Cambridgeshire. PE16 6UY

STRUCTURE, GOVERNANCE & MANAGEMENT

Type of Governing Document	Constitution adopted 26 Feb 1998, as amended 17 Apr 1998, as amended 17 Oct 2007, as amended 20 May 2014.
How the Charity is constituted	Association made-up from members and users of the Centre.
Trustee selection methods	Trustees are appointed/re-appointed annually at the AGM or by adoption to the Management Committee during the year.
Additional governance issues	<p>The Centre has several policies which act as governance and guidance to the trustees, staff and volunteers which include a Safeguarding and Child Protection policy.</p> <p>The Centre ensures that all staff and volunteers are deemed suitable through Disclosure and Barring Service (DBS) checks.</p> <p>It is a requirement of the Centre's Ofsted registration that all committee members are deemed suitable to form part of the 'registered person'* through their own checks and through Disclosure and Barring Service (DBS) checks.</p> <p><small>*The Childcare Act 2006 uses the concept of the registered person. 'Person' covers both individuals and organisations, such as companies, partnerships and committees who have overall responsibility for the provision of childcare.</small></p> <p>All trustees give their time voluntary and receive no remuneration or other benefits.</p>

OBJECTIVES & ACTIVITIES:

Summary of the objectives of the charity set out in its governing document.	<p>To educate and assist children and young persons living in or attending full time education within the town of Chatteris or the surrounding villages ("the locality") during their pre-school and out of school time so to develop their mental, physical, spiritual and social capacities that they may grow as individuals and members of society.</p> <p>To offer appropriate play, education and care facilities, extended hours groups ensuring that all inhabitants of the locality are offered the same opportunities whatever their gender, race, culture, religion, means or ability.</p> <p>To provide and assist in the provision of facilities for the recreation and leisure time occupation of inhabitants of the locality in the interests of social welfare and so that their conditions of life may be improved.</p>
Summary of the main activities undertaken for the public benefit in relation to these objects during the reporting period.	<p><u>Childcare:</u></p> <p>The focus of the Charity's main activities remained the provision of childcare for children and young people over the age of 2 years old within the local area through a nursery.</p>

Additional details of objectives and activities during the reporting period.

The Centre is required to follow the Statutory Framework for Early Years Foundation Stage (EYFS), which specifies requirements for learning and development and safeguarding children promoting their welfare.

The Centre's childcare activities benefited those who attended the Centre by educating them, developing their social skills whilst; in the case for the nursery preparing them for full time education. The Centre believes in encouraging children's and young people's independence to foster their self-esteem.

The Centre welcomed children and young people from all backgrounds regardless of race and religion, gender, personal circumstances or educational needs.

The nursery also welcomed young people on work experience placements from local further education colleges who were studying towards a childcare qualification. As well as providing work experience placements for local school children.

Community Centre:

The Charity also made its facilities (building and equipment) available to the local area for parties, meetings, and other leisure and recreational activities.

The Centre is often used by families to hold children's parties, has seen the occasional organisation hold meetings/training sessions.

The Charity was thankful for the contribution made by volunteers from current and past parents of children who attended the Centre and others from the community. This volunteer help was greatly appreciated.

ACHIEVEMENTS & PERFORMANCE:

Summary of the main achievements of the Charity during the year.

Childcare - Nursery:

The reporting period started with a healthy 50 children on roll and by the end of the summer 2024 term this had increased to 54 children with 29 of these children leaving at the end of term to start Primary education in September 2024.

The Autumn 2024 term started with 32 children and grew steadily during the term to 42 children. The increase continued into the Spring 2025 term with 48 children on roll at the end of the reporting period.

Again, it has must be noted that parents/carers do not appear to be planning ahead and registering children in advance of their potential nursery start date. This appears to be a trend since the Covid-19 period. Unfortunately, this behaviour makes planning ahead for staffing, etc. a little difficult.

As can be seen from the above numbers of children on roll, we are seeing more mid-term starters rather than children starting at the traditional beginning of term.

It must also be recognised that the changes made in April 2024 to the funding available for children under the age of three have had an impact on the number of two-year-old children attending the nursery. We have also seen a steady increase in the number of children over the age of three who are using the Extended Nursery funding and attending for more then the Universally funded 15-hours per week. Whilst numbers on the roll may look like they are declining, it must be recognised that every child attend 30-hours per week takes two 15-hour per week places at the nursery. This means the nursery is providing the same, or more, childcare hours, but those hours could be to less children.

Staff:

The Charity continued to ensure that all staff were fully trained to the statutory levels required. A vast amount of the current training programme remains online, but more face-to-face courses are being offered by the training teams. Some individuals prefer the face-to-face courses whilst others prefer the online courses, and we continue to try and encourage staff to do many different and varied courses from the training programme.

During the period, it became necessary to increase staffing slightly due to SEN requirements as well as providing lunchtime cover and whilst we were able to employ two new staff members for this, we continue to find it difficult to fulfil the roles which do not offer a large amount of hours whilst requiring potential staff to hold a full and relevant childcare qualification.

FINANCIAL REVIEW:

The Centre holds a balance at Barclays Bank in two accounts - one current account and one deposit account. During the period a decision was taken to take advantage of the higher interest rates offered by some financial institutions and £50k was invested in a 1-year Bond with United Trust Bank. This bond is due to mature in the summer of 2025.

In addition a balance is held in a PayPal account and on occasion a balance may temporarily be held in Stripe or Square. Stripe and Square being card processing companies who hold card payments for a few days prior to the monies being transferred to our bank account.

The reserves held in the current account are used for day-to-day running of the Centre whilst the reserves held in the deposit account are held for the following:

- To meet any unforeseen expenditure that may occur, for example repairs and renewals to the premises.
- To meet any redundancy costs should The Centre cease to operate. It is advised to hold approximately three months payroll costs in reserves for this purpose. Should the situation arise, the cost to the centre at the end of the reporting period would have been in the region of £34.7k

Brief statement of the Charity's policy on reserves.

Note - Restricted Reserves:




Heating replacement reserves:

The small balance remains in this reserve and will be used when necessary.





Early Years Improvement Fund Opportunity Area Reserves:

Originally reported in the 2021 reporting period, the Centre took part in a successful Early Years Improvement Fund Opportunity Area bid.

	<p><i>Due to the Covid-19 shutdowns this fund was placed on hold by the County Council team and there has been no communication received on this matter since despite initial requests.</i></p> <p><i>These funds are restricted for the use of the OA project only and whilst they are held in the Centre's bank accounts, they are held in reserve on behalf of Cambridgeshire County Council. Net reserves for the project as at 31 January 2025 remained at £5528.56.</i></p> <p> Ready to Learn Programme Funding:</p> <p><i>The Centre has continued to take part in an additional Opportunity Area bid for funds under the Ready to Learn Programme.</i></p> <p><i>These funds are restricted for the use of this project only, the Centre is, however, free to decide the direction of the project and what expenditure items can be paid for from the reserves providing it benefits the children's learning. During the year the spending on this project of £1,316.46 was added to spending from the Centre reserves to enhance the front outdoor play area. On 31st January 2025 the net reserve stood at £1,144.95.</i></p>
Details of any funds materially in deficit.	<p>The Centre has seen a surplus of £30.6k from its activities this last financial year so no funds are materially in deficit.</p>
Further financial review details.	<p>This period has seen a 36.2% increase in the income from funding for the children. This increase is not only from an increase in the funding rates for the different ages of the children, but due to the needs of some children we have seen an increase in SEN Inclusion Funding (SENIF).</p> <p>Whilst this SENIF income is welcome, and is used to provide enhanced support for those children who have additional needs, it remains at a relatively low amount. Children with additional needs will almost always require additional adult assistance, and whilst we do try to provide this 'one-to-one' cover the SENIF received only covers approximately 50% of the costs of employing additional support.</p> <p>The continued rise in NLW/NMW has once again pushed payroll costs up and these costs remain the biggest expense to the Centre at 69.3% of income. All staff remain a vital part of the Centre and without the high quality staff the Centre would not be able to function.</p>

The Centre is now seeing a return to more affordable price increases in heating and electricity following the shocks of previous years.

This period has seen one-off large costs in the following areas:

-  Upgrades to the CCTV and other security system additions.
-  Enhancements to the front play area.

Income received by the Charity and its activities have allowed the Centre to provide affordable childcare for children and young people from the local area, from any background whilst being able to accommodate every need of that child or young person.

The Centre is also able to offer out its facilities to the local community for recreational leisure activities at an affordable rental.

OTHER INFORMATION:

Centre Building:

The Centre building, opened in September 1998 for the purpose of providing childcare and a community centre, is held in Permanent Endowment by the Charity with all initial construction costs being 100% funded by Community Fund Lottery grant. All balances relating to the Centres fixed assets (Centre Building) are restricted funds which the Charity is not able to release.

The land which the building is sited is owned by The Diamond Learning Partnership Trust; transferred from Cambridgeshire County Council ownership with Glebelands Primary School on 1st February 2017; and is leased to the Charity on a 'long lease' at peppercorn rent.

DECLARATION:

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

Signed on behalf of the Charity's Trustees

Signed



Full Name John Richard Smith

Position Chairman

Date 12 November 2025

THE MEADOWS DAYCARE CENTRE

ANNUAL ACCOUNTS

FOR THE YEAR ENDED

31 JANUARY 2025

THE MEADOWS DAYCARE CENTRE

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THE MEADOWS DAYCARE CENTRE

Statement of Financial Activities (incorporating an Income and Expenditure Account) For The Year Ended 31 January 2025

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2025 £	Total 2024 £
Incoming Resources					
Local Authority Grants	187,586.37			187,586.37	137,758.73
Fees Received	14,786.39			14,786.39	17,514.45
Other Income	812.70			812.70	695.28
Interest received	1,364.02			1,364.02	965.05
Total Incoming Resources	204,549.48	0.00	0.00	204,549.48	156,933.51
Resources Expended					
Costs of Activities for Charitable Objectives					
Salaries, N.I and Pension Contributions	141,804.74			141,804.74	121,291.14
Staff Training	450.00			450.00	619.00
Repair & Maintenance	5,787.28			5,787.28	2,844.52
Window & Door Replacement	0.00			0.00	16,934.00
Children's Toilet Refurbishment	0.00			0.00	5,535.94
Cleaning & Skip Hire	2,938.42			2,938.42	3,021.72
Equipment/Activities	5,130.71	1,316.46		6,447.17	7,861.49
Refreshments/Snacks	1,659.44			1,659.44	2,070.27
Other Consumables	1,724.25			1,724.25	1,755.06
Depreciation - Building	0.00		4,767.00	4,767.00	4,767.00
Sub - Total	159,494.84	1,316.46	4,767.00	165,578.30	166,700.14
Management & Administration					
Audit	175.00			175.00	175.00
NNDR	658.68			658.68	675.84
Water Rates	846.19			846.19	870.83
Energy Costs	6,499.06			6,499.06	6,034.09
Telephone	551.80			551.80	508.63
Insurance	2,198.25			2,198.25	2,067.34
Subscriptions	1,631.64			1,631.64	1,631.66
Stationery, Printing & Postage	1,864.37			1,864.37	1,379.29
Sub - Total	14,424.99	0.00	0.00	14,424.99	13,342.68
Total Resources Expended	173,919.83	1,316.46	4,767.00	180,003.29	180,042.82
Net Incoming / (Outgoing) Resources	30,629.65	(1,316.46)	(4,767.00)	24,546.19	(23,109.31)
Transfer to Restricted Funds	0.00	0.00	0.00	0.00	0.00
Net Movement in Funds	30,629.65	(1,316.46)	(4,767.00)	24,546.19	(23,109.31)
Total Funds brought forward 1 February 2024	94,131.87	8,609.97	166,825.00	269,566.84	292,676.15
Total Funds carried forward 31 January 2025	124,761.52	7,293.51	162,058.00	294,113.03	269,566.84

THE MEADOWS DAYCARE CENTRE

Balance Sheet as at 31 January 2025

	£	2025 £	£	2024 £
Fixed Assets				
Tangible Assets Centre Building		162,058.00		166,825.00
Current Assets				
Cash at Bank	131,982.72		103,441.18	
Cash in Hand	268.15		174.45	
Debtors & Prepayments	990.36		1,265.35	
	<u>133,241.23</u>		<u>104,880.98</u>	
Current Liabilities				
Creditors : amounts due within one year	<u>1,186.20</u>		<u>2,139.14</u>	
Net Current Assets		132,055.03		102,741.84
Net Assets		<u>294,113.03</u>		<u>269,566.84</u>
Funds				
Unrestricted Fund				
General Fund - Undesignated		124,761.52		94,131.87
Restricted Funds				
Replacement Funds (Heating)	620.00		620.00	
RTLTP (Fen & E Camb OA)	1,144.95		2,461.41	
Opportunity Area EYIF (Cambs CC)	<u>5,528.56</u>	7,293.51	<u>5,528.56</u>	8,609.97
Capital Fund				
Building Fund - Endowment		162,058.00		166,825.00
Total Funds		<u>294,113.03</u>		<u>269,566.84</u>

Notes to the Accounts for the year to 31 January 2025

General

Depreciation

Centre Building 60 Years - Straight Line basis

2. Fixed Assets

The above values relate to the centre building only. The land these are sited on is owned by Cambridgeshire County Council and is leased to the Charity on a 'long lease' at peppercorn rent.

3. Unrestricted Funds

4. Restricted Funds

- ## 5. Permanent Endowment Funds

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6. Movement in Funds

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL £
Balance at 1 February 2024	94,131.87	8,609.97	166,825.00	269,566.84
Incoming Resources	204,549.48	0.00	0.00	204,549.48
Outgoing Resources	(173,919.83)	(1,316.46)	(4,767.00)	(180,003.29)
Balance at 31 January 2025	<u>124,761.52</u>	<u>7,293.51</u>	<u>162,058.00</u>	<u>294,113.03</u>

7. Net Assets by Funds

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL £
Fixed Assets	0.00	0.00	162,058.00	162,058.00
Current Assets	125,947.72	7,293.51	0.00	133,241.23
Current Liabilities	1,186.20	0.00	0.00	1,186.20
	<u>124,761.52</u>	<u>7,293.51</u>	<u>162,058.00</u>	<u>294,113.03</u>

Independent Examiner's Report to the Trustees of The Meadows Daycare Centre

I report on the accounts of the Trust for the year ended 31 January 2025, which are set out on pages 1 to 4.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to :

- * examine the accounts under section 145 of the 2011 Act;
- * to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act; and
- * to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

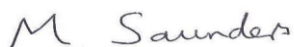
(1) which gives me reasonable cause to believe that in any material respect, the requirements:

- * to keep accounting records in accordance with section 130 of the 2011 Act; and
- * to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;

have not been met; or

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

Signed :



Name :

Mark Saunders B.Sc (Hons)

Address :

7 Tribune Close
Chatteris
Cambs
PE16 6UY

Date :

25 September 2025