

**STEPPING STONES NURSERY SCHOOL, MILFORD
REGISTERED NUMBER: 1081242
ACCOUNTS FOR THE YEAR ENDED
31 AUGUST 2024**

**Milford Baptist Church
New Road
Milford
Godalming
Surrey, GU8 5BE**

STEPPING STONES NURSERY SCHOOL, MILFORD
REGISTERED NUMBER: 1081242
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF STEPPING STONES NURSERY SCHOOL, MILFORD

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 August 2024 which are set out on pages 2 to 11

Responsibilities and basis of report

As the charity's trustees 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 charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 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 charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



E Matthews
AAT / ACIE / BAFA / IAB / ICB

Accountability Business Services Ltd
Worting House
Worting Road
Basingstoke
Hampshire

Dated: 16th May 2025

STEPPING STONES NURSERY SCHOOL, MILFORD
REGISTERED NUMBER: 1081242
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024
STATEMENT OF FINANCIAL ACTIVITIES - CURRENT YEAR

		2024		
	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds £
INCOME AND ENDOWMENTS FROM				
Donations and Legacies		180	-	180
Charitable activities	2	126,405	-	126,405
Total		126,585	-	126,585
EXPENDITURE ON				
Raising Funds		103	-	103
Charitable Activities	3	108,255	-	108,255
Total		108,358	-	108,358
NET EXPENDITURE		18,227	-	18,227
Transfers between funds		-	-	-
Net movement in funds	9	18,227	-	18,227
RECONCILIATION OF FUNDS				
Total funds brought forward		31,869	-	31,869
TOTAL FUNDS CARRIED FORWARD	9	50,096	-	50,096

All of the above results are derived from continuing activities.

STEPPING STONES NURSERY SCHOOL, MILFORD
REGISTERED NUMBER: 1081242
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2023
STATEMENT OF FINANCIAL ACTIVITIES - PRIOR YEAR

		2023		
	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds £
INCOME AND ENDOWMENTS FROM				
Donations and Legacies		170	-	170
Charitable activities	2	77,361	-	77,361
Total		77,531	-	77,531
EXPENDITURE ON				
Dated: 16th May 2 Raising Funds		-	-	-
Charitable Activities	3	96,638	-	96,638
Total		96,638	-	96,638
NET INCOME/(EXPENDITURE)		(19,107)	-	(19,107)
Transfers between funds				
		-	-	-
Net movement in funds	9	(19,107)	-	(19,107)
RECONCILIATION OF FUNDS				
Total funds brought forward		50,976	-	50,976
TOTAL FUNDS CARRIED FORWARD	9	31,869	-	31,869

All of the above results are derived from continuing activities.

STEPPING STONES NURSERY SCHOOL, MILFORD REGISTERED NUMBER: 1081242 ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024
 REGISTERED NUMBER: 1081242
 ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024
 BALANCE SHEET

		2024			2023
	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds £	Total Funds £
FIXED ASSETS					
Tangible assets	6	2,759	-	2,759	3,290
		2,759	-	2,759	3,290
CURRENT ASSETS					
Debtors	7	1,597	-	1,597	1,165
Cash at bank and in hand		56,809	-	56,809	34,646
		58,406	-	58,406	35,811
CREDITORS					
Amounts falling due within one year	8	(11,067)	-	(11,067)	(7,232)
NET CURRENT ASSETS		47,339	-	47,339	28,579
TOTAL ASSETS LESS CURRENT LIABILITIES		50,098	-	50,098	31,869
NET ASSETS		50,098	-	50,098	31,869
FUNDS OF THE CHARITY					
Unrestricted funds	9			50,096	31,869
Restricted funds				-	-
TOTAL FUNDS				50,096	31,869

These financial statements have been approved on

19/06/2025



Fiona Dunford

For and on behalf of the Board of Trustees

Dated:

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 August 2024 which are

Basis of preparation

These financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with FRS 102, the Charities Act 2011 and the requirements of the Statement of Recommended Practice (SORP), Accounting and Reporting by Charities.

Stepping Stones Nursery School is a body established by Trust, and is governed by its constitution. The charity is a public benefit entity as defined by FRS 102. The financial statements contain information about the charity as an individual body.

The financial statements are presented in sterling, which is the functional currency of the charity and rounded to the nearest £.

Going concern basis

The financial statements have been prepared on a going concern basis as the trustees have assessed the going concern position. The charity is able to settle outstanding invoices, bills and commitments as they fall due and the trustees have no reason to believe that there are any material uncertainties that would affect the ability of the nursery school to continue as a going concern for the foreseeable future.

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. Nursery fees are recognised within the academic period that they relate to.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Income from grants (including government grants) is recognised in the period in which the teaching is performed, as the service is delivered, using the performance model as per FRS102. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attached to them. Where the grant imposes performance-related conditions, it is recognised only when those conditions have been met. Where grants are received prior to satisfying the revenue recognition criteria, they are recognised as a liability.

When donors or grant-making entities specify that donations and grants are for particular restricted purposes, this income is included in incoming resources of restricted funds.

1. ACCOUNTING POLICIES (CONTINUED)

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. All expenditure is recognised inclusive of VAT, where VAT applies.

Expenditure on charitable activities includes those costs incurred by the charity in delivering its activities and includes both direct and allocated support costs.

Cash and cash equivalents

Cash and cash equivalents include cash in hand and cash deposits with financial institutions that are readily convertible to known amounts of cash with insignificant risk of change in value.

Tangible fixed assets

Tangible assets are stated at cost less depreciation. Cost includes the original purchase price and costs directly attributable to bringing the asset to its working condition for intended use.

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

Plant & machinery	- 25.00%, 10.00% on cost
Computer equipment	- 33.33% on cost
Leasehold improvements	- 25.00% on cost

Upon disposal the difference between net proceeds and the carrying amount of the item sold is recognised within the statement of financial activities within charitable activities.

Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Taxation

The charity is exempt from tax on its charitable activities.

Funds structure

Unrestricted funds comprise those funds which the trustees are free to use in accordance with the charitable objectives.

Restricted funds are funds which have been given for particular purposes and projects.

Financial instruments

The charity only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable and investments in non-putative ordinary shares. Debt instruments (other than those wholly repayable or receivable within one year), including loans and other accounts receivable and payable, are initially measured at present value of future cash flows and subsequently at amortised cost using the effective interest method.

STEPPING STONES NURSERY SCHOOL, MILFORD
REGISTERED NUMBER: 1081242
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024
NOTES TO THE FINANCIAL STATEMENTS

2. INCOME FROM CHARITABLE ACTIVITIES

	2024		
	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Grants received	108,516	-	108,516
Nursery fees	17,889	-	17,889
	126,405	-	126,405

	2023		
	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Grants received	54,131	-	54,131
Nursery fees	23,230	-	23,230
	77,361	-	77,361

All government (or council) grant income received in the year have been spent during the year and there are no unfulfilled conditions or contingencies at the year end

3. CHARITABLE ACTIVITIES

	2024		
	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Accountancy fees	2,244	-	2,244
Advertising	1,382	-	1,382
Bad debts	111	-	111
Children costs	7,536	-	7,536
Compliance fees	485	-	485
Consulting fees	-	-	-
Covid Costs	-	-	-
Depreciation	531	-	531
Independent examination fees	500	-	500
Insurance	790	-	790
Late filing penalty	-	-	-
Legal Fees	70	-	70
Office costs	4,872	-	4,872
Property costs	6,007	-	6,007
Staff costs	82,597	-	82,597
Staff welfare & training	1,130	-	1,130
Sundry costs	-	-	-
	108,255	-	108,255

These notes form part of the financial statements

3. CHARITABLE ACTIVITIES (CONTINUED)

	Unrestricted	2023 Restricted	Total Funds
	Funds	Funds	
	£	£	£
Staff costs	71,215	-	71,215
Property costs	8,448	-	8,448
Independent examination fees	500	-	500
Accountancy fees	2,944	-	2,944
Compliance fees	267	-	267
Consulting fees	-	-	-
Office costs	4,532	-	4,532
Children costs	5,017	-	5,017
Insurance	740	-	740
Advertising	1,031	-	1,031
Staff welfare & training	1,317	-	1,317
Covid-19 compliance costs	-	-	-
Late filing penalty	-	-	-
Sundry costs	24	-	24
Bad debts	-	-	-
Depreciation	603	-	603
	96,639	-	96,639

4. TRUSTEES' REMUNERATION AND BENEFITS

No trustee has received any further remuneration during the current period.

Trustees' expenses

No trustees (2023: 1) were reimbursed during the year

	2024 £	2023 £
Mrs F Dunford	-	275
Mrs F Eyton-Jones (Née Ho)	-	-
Mrs P Rowe	-	-
	-	275

The nature of the expenses relates to the everyday running of the charity.

5. STAFF COSTS

	2024 £	2023 £
Salaries	80,266	69,221
Employers NIC	-	-
Pensions	2,331	1,994
	82,597	71,215

The average number of employees during the year was 6 (2023: 6)

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

Key Management Personnel received total benefits during the year of £41,745.05 (2023: £35,468.38). Key Management Personnel are defined on page 5 of The Annual Return.

STEPPING STONES NURSERY SCHOOL, MILFORD
REGISTERED NUMBER: 1081242
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024
NOTES TO THE FINANCIAL STATEMENTS

6. TANGIBLE ASSETS

	Plant & Machinery £	Computer Equipment £	Leasehold Improvements £	Total £
COST				
At 1 September 2023	6,073	993	4,553	11,619
At 31 August 2024	6,073	993	4,553	11,619
DEPRECIATION				
At 1 September 2023	2,783	993	4,553	8,329
Charge for year	531	-	-	531
At 31 August 2024	3,314	993	4,553	8,860
NET BOOK VALUE				
At 31 August 2024	2,759	(0)	0	2,759
At 31 August 2023	3,290	(0)	0	3,290

7. DEBTORS: AMOUNTS DUE FALLING WITHIN ONE YEAR

	2024 £	2023 £
Trade debtors	1,322	914
Prepayments	275	251
	<u>1,597</u>	<u>1,165</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Trade creditors	2,013	1,070
Other creditors	617	507
Taxation and social security	1,494	918
Accruals	6,943	4,737
	<u>11,067</u>	<u>7,232</u>

STEPPING STONES NURSERY SCHOOL, MILFORD
REGISTERED NUMBER: 1081242
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024
NOTES TO THE FINANCIAL STATEMENTS

9. MOVEMENT IN FUNDS

	At 1 September 2023 £	Net movement in funds £	Transfers between funds £	At 31 August 2024 £
Unrestricted funds				
General fund	18,294	18,227	-	36,521
Child deprivation fund	624	-	-	624
Development fund	12,951	-	-	12,951
	<u>31,869</u>	<u>18,227</u>	<u>-</u>	<u>50,096</u>
TOTAL FUNDS	<u>31,869</u>	<u>18,227</u>	<u>-</u>	<u>50,096</u>

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

	Income £	Expenditure £	Net movement in funds £
Unrestricted funds			
General fund	126,585	(108,358)	18,227
Child deprivation fund	-	-	-
Development fund	-	-	-
	<u>126,585</u>	<u>(108,358)</u>	<u>18,227</u>
TOTAL FUNDS	<u>126,585</u>	<u>(108,358)</u>	<u>18,227</u>

STEPPING STONES NURSERY SCHOOL, MILFORD
REGISTERED NUMBER: 1081242
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024
NOTES TO THE FINANCIAL STATEMENTS

9. MOVEMENT IN FUNDS (CONTINUED)

	At 1 September 2022 £	Net movement in funds £	Transfers between funds £	At 31 August 2023 £
Unrestricted funds				
General fund	35,757	(19,107)	-	16,650
Child deprivation fund	1,366	-	-	1,366
Development fund	13,853	-	-	13,853
	50,976	(19,107)	-	31,869
Restricted funds				
30 hour grant	-	-	-	-
TOTAL FUNDS	50,976	(19,107)	-	31,869

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

	Income £	Expenditure £	Net movement in funds £
Unrestricted funds			
General fund	77,531	(96,638)	(19,107)
Child deprivation fund	-	-	-
Development fund	-	-	-
	77,531	(96,638)	(19,107)
Restricted funds			
30 hour grant	-	-	-
TOTAL FUNDS	77,531	(96,638)	(19,107)

10. RELATED PARTY TRANSACTIONS

There are no related party transactions that require disclosure for the current or prior financial year.



Trustees' Annual Report for the period

Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	1	Sept	2023		31	Aug	2024

Section A Reference and administration details

Charity name

Stepping Stones Nursery School

Other names charity is known by

Registered charity number (if any)

1081242

Charity's principal address

Milford Baptist Church, New Road, Milford, Godalming, Surrey

Postcode

GU8 5BE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Fiona Dunford	Chair & Treasurer		Milford Baptist Church
9	Christine Sargrove	Premises and marketing	1 st Sept 2023 to 31 st Dec 2023	Milford Baptist Church
10	Lynn Edge	Secretary		Milford Baptist Church
11	Virginia Lewzey		1 st January 2024 to 31 st December 2024	Milford Baptist Church
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Nursery Manager – Debbie Goold; Deputy Nursery Manager – Karen Netley; Senior Early Years Practitioner – Lynda Goddard

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Church member trustees elected by church members. Other trustees who represent the parents are elected by parents and ratified by existing trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

During this year the Trustees and Nursery Management have worked hard to build up depleted reserves. The higher than usual intake meant a good financial start to the year and Nursery sessions continued to grow throughout the year. The Trustees had previously created a risk management document to record all identifiable risks to the business along with the actions required to mitigate such risks. The Nursery continued to be aware of these risks and were active in improving Nursery resources and facilities and recruiting new starters for the upcoming academic year.

In September 2024, we started the new academic year with a low intake, this meant that the Nursery was running at a significant loss. The waiting list for children due to join the Nursery in Spring 2024 was insufficient to bring us into a viable trading position. The decision was taken to close the Nursery at the end of the Autumn Term (December 20th 2024)

During this time the Church leadership team have also been supportive with financial advice as well as reducing some of our financial commitments.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objectives of the nursery school are:

(a) The advancement of the education (including spiritual development) of children below the age of compulsory education,

(b) The provision of facilities for recreation for such children in the interest of social welfare and with the object of improving their conditions of life, by providing for all children (without discrimination for any reason including a child's religious background, racial origin, cultural and linguistic background) a safe and satisfying nursery school in a Christian environment.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The total costs spent in order to achieve these objectives amounted to £108,255 for the financial year.

The main activities are to provide education and childcare for families within the community. The nursery follows the Foundation Stage curriculum for education. It is registered and inspected by Ofsted and follows advice on best practice and statutory regulations from Surrey County Council.

The trustees have regard to the guidance issued by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Stepping Stones has continued to provide excellent childcare, education and support to families in the community. It continued to have good links and relationships with local infant schools to which the children transfer. The Nursery is open for 10 sessions per week.

The most recent Ofsted inspection was conducted on 16th January 2020. We received a glowing report and the nursery was graded as 'Good' in all areas.

Early start club was launched in January 2023, this extended the nursery day from 8.30am to 3pm.

Academic year 2023 -2024

We started the year with high occupancy and 134 sessions. Occupancy increased over the academic year and by the Summer of 2024 we had occupancy of 151 sessions (24 children on roll)

Academic year 2024 – 25 (The Nursery closed at the end of the Autumn Term) We started the Term with 13 children on roll which equated to 57 sessions per week.

Staffing

Staffing for the academic year 2023-2024.

The team consisted of Debbie, Karen, Lynda, Michelle, Emily and Louise. Anthea Kelland, joined the team briefly in the Summer Term and Michelle left the Nursery at the end of the Summer Term.

Staffing for the period Sept 1st 2024 until December 20th 2024

The team consisted of Debbie, Karen, Lynda, Michelle, Emily and Louise.

Roles within the Nursery Team

The roles within the nursery have not changed over the past year and remain as:

Karen is our Designated safeguarding lead (DSL) and Behaviour Management Lead

Lynda is our SENCO and Website coordinator.

Debbie is the Deputy SENCO and DSL

Nursery Activities

The nursery follows the Early Years Foundation Stage Statutory Framework. A wide range of activities are provided, which include indoor and outdoor play, cooking, craft and imaginative play. Staff employ planning in the moment and use Tapestry to capture child observations and enable communication with parents.

Salaries

A pay increase of 10% was awarded to all staff, with effect from April 1st 2024

Pension Scheme- We are now into the eighth year of the Pension Scheme with NEST. All staff have been offered a pension, whether they are automatically enrolled or not.

Brief statement of the charity's policy on reserves

We ensure that we hold in reserve enough funds to cover the running of the pre-school for half a term, approximately 6 weeks, and redundancy costs; this amounts to £40,000. This is monitored routinely by the Treasurer and Trustees in case mitigating action is required. If the need to close should ever arise then staff would be given half a term's notice. During the year in question, we were very cautious regarding any additional costs or investments. We became increasingly concerned as the year progressed about the low enrolment for the Autumn of 2024. Financial information was being assessed regularly including reviewing informal budgets and cash flow to ensure that the charity can continue for longer than half a term (the current reserves policy).

The trustees met on October 14th and in the light of significant operating losses and insufficient children on the waiting list for the Spring Term, took the inevitable decision that the Nursery would close at the end of the Autumn Term.

Details of any funds materially in deficit

n/a

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any

Our principal sources of income are through the

- Payment of nursery fees by parents
- Payment of grant by surrey county council for all funded hours

A designated unrestricted fund is held to be used at management's discretion for investment into improved assets or larger purchases that would benefit the nursery either directly to the children or by supporting the management to provide a better learning place.

This 'Development fund' is categorised within the accounts as unrestricted.

The Early Years Pupil Premium - Grant funding from Surrey County Council specifically for providing enrichment activities specialist skill's

ethical investment policy adopted.

--


Section F Other optional information

The accounts of the charity have been prepared after the closure of the Nursery. Sadly, the Nursery was no longer able to operate sustainably due to momentous changes in the Early Years childcare sector, driven by parental choice and new government policy and provision. In recent years we had experienced a fluctuation in demand for our Traditional pre-school Nursery, which led to under occupancy in some recent academic years. and loss of income. Despite experiencing high occupancy in the year 2023 to 2024, the low occupancy in the Autumn of 2024 meant that our already depleted reserves were insufficient to see us through to the end of the academic year.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Fiona Dunford	
Position (eg Secretary, Chair, etc)	Chair	
Date	19/06/2025	