

**REGISTERED COMPANY NUMBER: 03719984 (England and Wales)**

**REGISTERED CHARITY NUMBER: 1094655**

**Report of the Trustees and  
Unaudited Financial Statements  
for the Year Ended 31 March 2021  
for  
Halesfield Day Nursery Centre  
(A Company Limited by Guarantee)**

Caerwyn Jones  
Chartered Accountants  
Emstrey House  
Shrewsbury Business Park  
Shrewsbury  
Shropshire  
SY2 6LG

## **Halesfield Day Nursery Centre**

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## **Halesfield Day Nursery Centre**

### **Report of the Trustees for the year ended 31 March 2021**

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 2021. 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 objects of the charity are "to provide care and advance the education of children". This is carried out at a site in Halesfield, Telford, where full time and wrap-around care is provided for children up to the age of 11 years all year round.

##### **Public benefit**

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

## **Halesfield Day Nursery Centre**

### **Report of the Trustees for the year ended 31 March 2021**

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

The nursery has continued to be busy and successful despite the COVID-19 Pandemic. The nursery closed completely during the initial lock down due to parents being able to work from home and the uncertainty of the virus. This did lead to a downturn in revenue however, we were able to maintain our overheads and not suffer too badly due to the substantial financial reserves that have been accruing over the years.

When nursery reopened our population numbers remained exceptionally high throughout the remainder of the year. Mainly because many nursery parents are classed as key workers and were required to work and needed childcare places. The pandemic did have a dramatic effect on our staffing, several staff were having to isolate due to poor health or pregnancy and we were operating a strict bubble system to reduce any cross transmission between classes. This led to us to recruit additional staff to help maintain the statutory requirements of the nursery. This did have a significant impact on staffing costs but with support from the government grants and our financial reserves it meant we were able to manage the extra costs successfully and come through financially fairly strong.

So as a consequence of the pandemic our staff team has increased in size. We have grown from a 16 to a 20, person workforce. Although we have more staff, we have managed this change by altering staff work patterns to be more flexible and accommodating to their needs which has helped the nursery remain sustainable and given us more give with staffing and absences.

In June the nursery suffered another major set back as the playground was gutted by a fire from the next-door premises. This led to a further week of closure that wasn't anticipated and a very big clean up and rebuild project. With finance from the insurance and support from local company Besblock, we were able to overhaul our outdoor area and create a bigger and better play area for the children. This project was huge, and we only managed to complete it as we had the help of our local community, families and businesses.

On a positive note, the nursery was able to celebrate the achievement of the Quality Assurance Accreditation we had been working towards, as well as our Eco-School Green Flag award. Our partnership with other settings local to us has improved significantly especially since the fire as they reached out to support us when we needed it. We have also acquired staff from other settings that have sadly had to close, so have broadened our contacts and networking via others we know. Staff CPD has been at the forefront of our plans with new staff starting, we needed to get their training up to the recommended standard but also updating training that needed renewing for long standing staff members.

Next year we are looking at enhancing our outdoor space further by continuing to develop the outside areas. We need to introduce a sandpit, more literacy and a role play area into the playground and create some effective screening in the preschool end. The maintenance of the nursery will continue as we strive to make a more cosy and 'Hygge' environment for the children and staff.

#### **FINANCIAL REVIEW**

The results of the year are shown in the Statement of Financial Activities on page 6.

The Trustees are of the opinion that the charity should have unrestricted reserves equivalent to approximately three to six months expenditure and the charity intends to build up the free reserves and maintain them at such a level.

#### **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.

To oversee the operation of the charity, the board of Trustees employs a Charity Manager who is assisted by a small management team at the nursery.

**Halesfield Day Nursery Centre**

**Report of the Trustees  
for the year ended 31 March 2021**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

03719984 (England and Wales)

**Registered Charity number**

1094655

**Registered office**

Halesfield 22

Telford

Shropshire

TF7 4QX

**Trustees**

R S Harvey

A Jones

A E Pemberton

S H Coulson

C Dinwiddy

**Independent Examiner**

D C Blofield BSc FCA MEW

ICAEW

Caerwyn Jones

Chartered Accountants

Emstrey House

Shrewsbury Business Park

Shrewsbury

Shropshire

SY2 6LG

**Bankers**

Lloyds Bank Plc

113 The Border

Telford Shopping Centre

Telford

Shropshire

TF3 4AE

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 12/1/2022 and signed on its behalf by:



Trustee

**Independent Examiner's Report to the Trustees of  
Halesfield Day Nursery Centre**

**Independent examiner's report to the trustees of Halesfield Day Nursery Centre ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

**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 Report to the Trustees of  
Halesfield Day Nursery Centre**

**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 registered member of ICAEW 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.



D C Blofield BSc FCA MEWI  
ICAEW  
Caerwyn Jones  
Chartered Accountants  
Emstrey House  
Shrewsbury Business Park  
Shrewsbury  
Shropshire  
SY2 6LG

Date: ..... 20.1.22 .....

# Halesfield Day Nursery Centre

## Statement of Financial Activities for the year ended 31 March 2021

		2021 Unrestricted fund £	2020 Total funds £
	Notes		
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		17,000	1,000
Other trading activities	2	282,786	306,828
Investment income	3	20	19
Other income		32,161	-
<b>Total</b>		<b>331,967</b>	<b>307,847</b>
 <b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Nursery activities		302,721	276,663
<b>NET INCOME</b>		<b>29,246</b>	<b>31,184</b>
 <b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		92,608	61,424
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>121,854</b>	<b>92,608</b>

The notes form part of these financial statements



# Halesfield Day Nursery Centre

## Statement of Financial Position 31 March 2021

		2021 Unrestricted fund £	2020 Total funds £
	Notes		
<b>FIXED ASSETS</b>			
Tangible assets	7	8,717	5,165
<b>CURRENT ASSETS</b>			
Debtors	8	4,130	847
Cash at bank		118,834	96,388
		<u>122,964</u>	<u>97,235</u>
<b>CREDITORS</b>			
Amounts falling due within one year	9	(9,827)	(9,792)
<b>NET CURRENT ASSETS</b>		<u>113,137</u>	<u>87,443</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		121,854	92,608
<b>NET ASSETS</b>		<u>121,854</u>	<u>92,608</u>
<b>FUNDS</b>	10		
Unrestricted funds		121,854	92,608
<b>TOTAL FUNDS</b>		<u>121,854</u>	<u>92,608</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) 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.


The notes form part of these financial statements

**Halesfield Day Nursery Centre**

**Statement of Financial Position - continued**  
**31 March 2021**

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 12/1/2022 and were signed on its behalf by:

A handwritten signature in black ink, appearing to be 'S. G. H.', written over a dotted line.

Trustee

The notes form part of these financial statements

## **Halesfield Day Nursery Centre**

### **Notes to the Financial Statements for the year ended 31 March 2021**

#### **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.

Leasehold property	- 10% on cost
Fixtures and fittings	- 25% on reducing balance

##### **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.

##### **Operating lease agreements**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

# Halesfield Day Nursery Centre

## Notes to the Financial Statements - continued for the year ended 31 March 2021

### 1. ACCOUNTING POLICIES - continued

#### 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.

### 2. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Fundraising events	9,373	2,522
Fees and education grants received	273,413	304,306
	<u>282,786</u>	<u>306,828</u>

### 3. INVESTMENT INCOME

	2021	2020
	£	£
Deposit account interest	20	19
	<u>20</u>	<u>19</u>

### 4. NET INCOME/(EXPENDITURE)

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

	2021	2020
	£	£
Depreciation - owned assets	2,404	1,931
Other operating leases	1,200	1,200
Deficit on disposal of fixed assets	762	-
	<u>4,366</u>	<u>3,131</u>

### 5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

# Halesfield Day Nursery Centre

## Notes to the Financial Statements - continued for the year ended 31 March 2021

### 6. STAFF COSTS

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

	2021	2020
Nursery employees	19	17

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

### 7. TANGIBLE FIXED ASSETS

	Leasehold property £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1 April 2020	3,146	31,120	34,266
Additions	-	6,718	6,718
Disposals	-	(4,204)	(4,204)
At 31 March 2021	3,146	33,634	36,780
<b>DEPRECIATION</b>			
At 1 April 2020	2,836	26,265	29,101
Charge for year	310	2,094	2,404
Eliminated on disposal	-	(3,442)	(3,442)
At 31 March 2021	3,146	24,917	28,063
<b>NET BOOK VALUE</b>			
At 31 March 2021	-	8,717	8,717
At 31 March 2020	310	4,855	5,165

# Halesfield Day Nursery Centre

## Notes to the Financial Statements - continued for the year ended 31 March 2021

### 8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Other debtors	1,193	-
Prepayments	2,937	847
	<u>4,130</u>	<u>847</u>

### 9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade creditors	2,184	3,000
Social security and other taxes	-	1,110
Other creditors	2,109	688
Accrued expenses	5,534	4,994
	<u>9,827</u>	<u>9,792</u>

### 10. MOVEMENT IN FUNDS

	At 1.4.20	Net movement in funds	At 31.3.21
	£	£	£
<b>Unrestricted funds</b>			
General fund	92,608	29,246	121,854
	<u>92,608</u>	<u>29,246</u>	<u>121,854</u>
<b>TOTAL FUNDS</b>	<u>92,608</u>	<u>29,246</u>	<u>121,854</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	331,967	(302,721)	29,246
	<u>331,967</u>	<u>(302,721)</u>	<u>29,246</u>
<b>TOTAL FUNDS</b>	<u>331,967</u>	<u>(302,721)</u>	<u>29,246</u>

# Halesfield Day Nursery Centre

## Notes to the Financial Statements - continued for the year ended 31 March 2021

### 10. MOVEMENT IN FUNDS - continued

#### Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
<b>Unrestricted funds</b>			
General fund	61,424	31,184	92,608
<b>TOTAL FUNDS</b>	<u>61,424</u>	<u>31,184</u>	<u>92,608</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	307,847	(276,663)	31,184
<b>TOTAL FUNDS</b>	<u>307,847</u>	<u>(276,663)</u>	<u>31,184</u>

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

	At 1.4.19 £	Net movement in funds £	At 31.3.21 £
<b>Unrestricted funds</b>			
General fund	61,424	60,430	121,854
<b>TOTAL FUNDS</b>	<u>61,424</u>	<u>60,430</u>	<u>121,854</u>

## Halesfield Day Nursery Centre

### Notes to the Financial Statements - continued for the year ended 31 March 2021

#### 10. 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 £
<b>Unrestricted funds</b>			
General fund	639,814	(579,384)	60,430
<b>TOTAL FUNDS</b>	<u>639,814</u>	<u>(579,384)</u>	<u>60,430</u>

#### 11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.



# Halesfield Day Nursery Centre

## Detailed Statement of Financial Activities for the year ended 31 March 2021

	2021 £	2020 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Grants	17,000	1,000
<b>Other trading activities</b>		
Fundraising events	9,373	2,522
Fees and education grants received	273,413	304,306
	<hr/> 282,786	<hr/> 306,828
<b>Investment income</b>		
Deposit account interest	20	19
<b>Other income</b>		
Corona virus Job Retention Scheme	32,161	-
	<hr/> 331,967	<hr/> 307,847
<b>Total incoming resources</b>		
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	222,669	203,257
Employer's NI contributions	5,581	5,975
Staff pension scheme costs	3,975	3,706
Photocopier lease	1,200	1,200
Rent and rates	14,705	14,525
Insurance	3,390	1,334
Light and heat	3,726	4,954
Telephone	1,729	1,217
Advertising	285	510
General expenses	5,981	3,422
Food and consumables	11,717	7,960
Play consumables	3,276	4,739
Repairs and maintenance	2,313	5,475
Cleaning	6,889	6,053
Office administration	2,139	1,300
Depreciation of leasehold property	309	315
Depreciation of fixtures and fittings	2,094	1,616
Carried forward	291,978	267,558

This page does not form part of the statutory financial statements

# Halesfield Day Nursery Centre

## Detailed Statement of Financial Activities for the year ended 31 March 2021

	2021 £	2020 £
<b>Charitable activities</b>		
Brought forward	291,978	267,558
Loss on sale of tangible fixed assets	762	-
Bank charges	168	215
	<hr/>	<hr/>
	292,908	267,773
 <b>Support costs</b>		
 <b>Governance costs</b>		
Accountancy fees	3,432	2,884
Legal and professional fees	6,381	6,006
	<hr/>	<hr/>
	9,813	8,890
	<hr/>	<hr/>
Total resources expended	302,721	276,663
	<hr/>	<hr/>
<b>Net income</b>	29,246	31,184
	<hr/>	<hr/>

This page does not form part of the statutory financial statements