

BURNHOLME COMMUNITY NURSERY
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

BURNHOLME COMMUNITY NURSERY

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BURNHOLME COMMUNITY NURSERY

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Kate Evans
Karen Todman
Martin Todman
Nina Holliday
Mark Briggs
David Harrison

Charity number

1098211

Principal address

Burnholme Nursery
The Centre Mossdale Avenue
Bad Bargain Lane
York
YO31 0HA

Independent examiner

N Clemit ACA, FCCA
JWPCreers LLP
Chartered Accountants
Genesis 5
Church Lane
York
YO10 5DQ

Bankers

Nat West Bank Plc
1 Market Street
York
YO1 8SR

BURNHOLME COMMUNITY NURSERY

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "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 published in October 2019".

The legal and administrative information page forms part of this report.

Objectives and activities

The charity's objects are:

1. To advance quality care and education for young children (primarily under statutory school age) by promoting learning and offering a relevant and appropriate programme of activities which will take into account cultural, religious and social backgrounds.
2. To enhance the whole development (physical, social and emotional) of children primarily under statutory school age by encouraging the wider community and in particular Burnholme Community College to understand and provide for the needs of young children.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

Our nursery continues to provide high quality childcare for all our children, we understand each child's individual needs and support them in everyday play.

We have maintained our numbers providing childcare for over 50 children over the week (up to 30 children each day) including funded 2, 3 and 4 year olds. The nursery continues to offer the government 30-hour funded childcare for 3 and 4 year olds which is making a difference for the working parents accessing this support. The Nursery also supports a number of children with Special Educational Needs.

During April and May 2020, the Nursery was closed due to the coronavirus pandemic. In June 2020 the Nursery partially re-opened to the pre-school aged children in preparation for their transition to school. In September 2020 the Nursery fully opened and welcomed back children from all age groups. New children have joined the Nursery and settled in well despite the limited settling in sessions that we have been able to offer. In response to government guidelines the Nursery staff reduced the free-flow within the nursery and worked in their age-group bubbles to reduce contact between the children and is a working practice that has continued as benefits were observed during the Nursery Day.

Staff turnover remains low and we have welcomed a new apprentice nursery practitioner whilst maintaining a knowledgeable and established team to deliver a positive learning environment for the children in our care.

In August 2021 the Nursery hosted an Ofsted Inspection where the Nursery was rated as Good on all outcomes.

Impact of COVID-19 post year-end.

Since April 2021 the Nursery has remained open and operational apart from one week at the start of July 2021 when a number of staff and children tested positive for COVID-19. During this temporary closure additional cleaning took place to ensure a deep clean was performed prior to re-opening the Nursery.

In July 2021, childcare fees were increased to meet increased staff and operational costs.

The Nursery's COVID-19 response plan remains in force:

- Individuals not directly involved in delivering care or activities for the children at Nursery continue to be requested not to enter the Nursery
- Some team members continue to work from home as necessary
- The Nursery continues to remain up to date with government guidance and remains vigilant to new COVID-19 variants

The Nursery is planning implementation of increased national minimum wage in April 2022 and is looking to change the structure to a Charitable Incorporated Organisation.

Financial review

The net income for the year was £21,982 (2020: £6,447).

BURNHOLME COMMUNITY NURSERY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Reserves policy

The current level of free reserves is £88,165 (2020: £66,643). The charity's reserves are retained to enable it to meet any liabilities should the nursery close. This would also provide flexibility should additional staff be taken on during the financial year. It is proposed that this policy be reviewed annually following the financial end of year.

Risk management

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The charity adopted its constitution on 19 September 2002 and it was amended 13 February 2003.

The executive committee (trustees) shall consist of not less than four members nor more than thirteen members. In addition the executive committee may appoint not more than two co-opted members. Each appointment to be made at a meeting of the executive committee and to take effect from the end of that meeting.

The trustees' report was approved by the Board of Trustees.

Karen Todman

Trustee

Date: 24 January 2022

BURNHOLME COMMUNITY NURSERY

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF BURNHOLME COMMUNITY NURSERY

I report to the trustees on my examination of the financial statements of Burnholme Community Nursery (the charity) for the year ended 31 March 2021.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.

N Clemmit ACA, FCCA

JWPCreers LLP
Chartered Accountants
Genesis 5
Church Lane
York
YO10 5DQ

Dated: 27 January 2022

BURNHOLME COMMUNITY NURSERY

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted funds 2021 £	Unrestricted funds 2020 £
	Notes		
Income			
Donations and legacies	2	25,918	44
Charitable activities	3	197,085	228,310
Other trading activities	4	-	328
Investments	5	12	40
Other income	6	168	102
Total income		223,183	228,824
Expenditure			
Raising funds	7	-	558
Charitable activities	8	201,201	221,819
Total expenditure		201,201	222,377
Net income for the year			
Net movement in funds		21,982	6,447
Fund balances at 1 April 2020		66,643	60,196
Fund balances at 31 March 2021		88,625	66,643

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

BURNHOLME COMMUNITY NURSERY

STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	12		460		-
Current assets					
Cash at bank and in hand		93,715		70,085	
Creditors: amounts falling due within one year	13	(5,550)		(3,442)	
Net current assets		<u> </u>	88,165	<u> </u>	66,643
Total assets less current liabilities			<u>88,625</u>		<u>66,643</u>
Income funds					
Unrestricted funds			88,625		66,643
			<u>88,625</u>		<u>66,643</u>

The financial statements were approved by the Trustees on 24 January 2022

Karen Todman
Trustee

BURNHOLME COMMUNITY NURSERY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

Burnholme Community Nursery is a charity registered with the Charity Commission for England and Wales.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, "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) (issued in October 2019)" and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are used only for restricted purposes as specified by the donors.

1.4 Income

All income is included in the statement of financial activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

1.5 Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in pursuit of its charitable object.

Governance costs are those costs in connection with meeting the constitutional and statutory requirements of the charity.

1.6 Tangible fixed assets

Expenditure on fixed assets costing more than £500 is capitalised.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers	33.33% SL
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

BURNHOLME COMMUNITY NURSERY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

Basic financial assets

Basic financial assets are initially measured at transaction price including transaction costs. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities are initially recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised at transaction price.

Termination payments

The amounts included within termination payments are paid to the employee in line with the company redundancy policy.

2 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Donations and gifts	-	44
Government grant scheme	25,918	-
	<u>25,918</u>	<u>44</u>

3 Charitable activities

	Charitable Income	Charitable Income
	2021	2020
	£	£
Fees including childcare vouchers	88,488	134,250
CYC fees	107,081	93,695
WFRU	286	365
DAF funding	1,230	-
	<u>197,085</u>	<u>228,310</u>

4 Other trading activities

	Total	Unrestricted funds
	2021	2020
	£	£
Fundraising events	-	328

BURNHOLME COMMUNITY NURSERY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

5 Investments

	Unrestricted funds	Unrestricted funds
	2021 £	2020 £
Interest receivable	12	40
	<u> </u>	<u> </u>

6 Other income

	Unrestricted funds	Unrestricted funds
	2021 £	2020 £
Other income	168	102
	<u> </u>	<u> </u>

7 Raising funds

	Total	Total
	2021 £	2020 £
<u>Fundraising and publicity</u>		
Fundraising	-	558
	<u> </u>	<u> </u>
	-	558
	<u> </u>	<u> </u>

BURNHOLME COMMUNITY NURSERY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

8 Charitable activities

	Charitable Expenditure 2021 £	Charitable Expenditure 2020 £
Staff costs	166,914	177,332
Depreciation	230	-
Bank charges	256	333
Donation	-	44
Premises costs	17,317	18,518
Food and consumables	11,353	20,333
Printing, stationery and postage	976	651
Educational supplies	22	341
Telephone	419	214
Insurance	-	1,536
Sundries	80	47
IT costs	693	1,050
Uniform	532	-
	<u>198,792</u>	<u>220,399</u>
Share of support costs (see note 9)	1,319	-
Share of governance costs (see note 9)	1,090	1,420
	<u>201,201</u>	<u>221,819</u>

9 Support costs

	2021 Support costs £	Governance costs £	2021 £	2020 Support costs £	Governance costs £	2020 £
Legal and professional fees	1,319	-	1,319	-	-	-
Independent examiners fee	-	870	870	-	840	840
Accountancy fees - PAYE Review	-	-	-	-	360	360
Ofsted registration	-	220	220	-	220	220
	<u>1,319</u>	<u>1,090</u>	<u>2,409</u>	<u>-</u>	<u>1,420</u>	<u>1,420</u>
Analysed between Charitable activities	<u>1,319</u>	<u>1,090</u>	<u>2,409</u>	<u>-</u>	<u>1,420</u>	<u>1,420</u>

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

BURNHOLME COMMUNITY NURSERY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

11 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Total	11	12

Employment costs

	2021 £	2020 £
Wages and salaries	150,530	167,073
Social security costs	8,250	7,139
Pension costs	2,509	2,750
Staff costs	324	370
Termination payment	5,302	-
	166,914	177,332

12 Tangible fixed assets

	Computers £
Cost	
Additions	690
At 31 March 2021	690
Depreciation	
Depreciation charged in the year	230
At 31 March 2021	230
Carrying amount	
At 31 March 2021	460

13 Creditors: amounts falling due within one year

	2021 £	2020 £
Tax and social security	1,521	2,054
Accruals	4,029	1,388
	5,550	3,442

14 Events after the reporting date

The lease for the Nursery premises has been agreed after the year end for 3 years from 1 July 2021 at £11,500 pa.

BURNHOLME COMMUNITY NURSERY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) ***FOR THE YEAR ENDED 31 MARCH 2021***

15 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).