

**BURNHOLME COMMUNITY NURSERY**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

# BURNHOLME COMMUNITY NURSERY

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# BURNHOLME COMMUNITY NURSERY

## LEGAL AND ADMINISTRATIVE INFORMATION

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### 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 2023

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The trustees present their annual report and financial statements for the year ended 31 March 2023.

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.
1. 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.

The Nursery implemented pay increases in April 2022 and September 2022 to maintain pay parity with other local nurseries, help with staff retention and attract new staff. Currently we have a management team and core team of full and part-time experienced nursery practitioners supported by those providing maternity cover and an apprentice.

The Nursery has been looking at a number of different on-line platforms to communicate with parents on the children's daily experiences and the learning environment for the children in our care.

#### Update since 31<sup>st</sup> March 2023

Recruitment of staff is challenging and local requirements for nursery practitioners is high. Pay rises were implemented in December 2023 and ensures experienced Nursery Practitioners are receiving an hourly rate in line with the National living wage recommendations. The nursery continues to look into all options to provide the staff levels required for the number of children registered with the Nursery including part-time staff and apprenticeships.

From September 2023 the Nursery has been offering full days to new families with the aim to manage ratio and staffing requirements. Half-day sessions remain available to those families accessing 15 hours of government funding.

The Nursery provided notice to parents in October 2023 that there would be an increase in fees from January 2024.

The Nursery is attending all available information sessions related to the extended funded hours to be introduced by the Government from April 2024.

The Nursery is still exploring the option to change the structure to a Charitable Incorporated Organisation however the committee have prioritised the operational running of the nursery at this time.

#### Financial review

The net income for the year was £11,428 (2022: £16,889).

The current level of free reserves is £102,567 (2022: £79,639) after lease commitments. The charity's reserves are maintained to enable us to meet any liabilities if the nursery closed. The reserves provide flexibility should additional staff be taken on during the financial year. It is proposed that this policy is reviewed annually following the financial end of year.

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

# **BURNHOLME COMMUNITY NURSERY**

## **TRUSTEES' REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2023***

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### **Structure, governance and management**

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

The executive committee (trustees) shall consist of not less than four members and not more than thirteen members. In addition the executive committee may appoint no more than two co-opted members. Each appointment is to be made at a meeting of the executive committee and will take effect from at the end of that meeting.

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

Karen Todman

**Trustee**

25 January 2024

# **BURNHOLME COMMUNITY NURSERY**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BURNHOLME COMMUNITY NURSERY**

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I report to the trustees on my examination of the financial statements of Burnholme Community Nursery (the charity) 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 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 Clemit ACA, FCCA**

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

Dated: 25 January 2024

# BURNHOLME COMMUNITY NURSERY

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted funds 2023 £	Unrestricted funds 2022 £
	Notes		
<b>Income</b>			
Charitable activities	2	235,769	233,646
Other trading activities	3	472	-
Investments	4	200	4
Other income	5	-	187
<b>Total income</b>		236,441	233,837
<b>Expenditure</b>			
Charitable activities	6	225,013	216,948
<b>Net income for the year</b>			
<b>Net movement in funds</b>		11,428	16,889
Fund balances at 1 April 2022		105,514	88,625
<b>Fund balances at 31 March 2023</b>		116,942	105,514

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 2023

	Notes	2023 £	£	2022 £	£
<b>Fixed assets</b>					
Tangible assets	11		-		230
<b>Current assets</b>					
Debtors	12	8,541		-	
Cash at bank and in hand		114,597		111,180	
		<u>123,138</u>		<u>111,180</u>	
<b>Creditors: amounts falling due within one year</b>	13	<u>(6,196)</u>		<u>(5,896)</u>	
Net current assets			116,942		105,284
<b>Total assets less current liabilities</b>			<u>116,942</u>		<u>105,514</u>
<b>Income funds</b>					
Unrestricted funds			116,942		105,514
			<u>116,942</u>		<u>105,514</u>

The financial statements were approved by the Trustees on 25 January 2024

Karen Todman

**Trustee**



# BURNHOLME COMMUNITY NURSERY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

### 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, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). 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 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% Straight line
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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 the statement of financial activities.

#### 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 2023

### 1 Accounting policies

(Continued)

#### 1.8 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### **Basic financial assets**

Basic financial assets are 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 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 Charitable activities

	Charitable Income 2023 £	Charitable Income 2022 £
Fees including childcare vouchers	150,109	121,396
CYC fees	85,024	111,676
WFRU	636	574
	<u>235,769</u>	<u>233,646</u>

### 3 Other trading activities

	Unrestricted funds 2023 £	Total 2022 £
Fundraising events	<u>472</u>	<u>-</u>

# BURNHOLME COMMUNITY NURSERY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

### 4 Investments

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Interest receivable	200	4
	<u>200</u>	<u>4</u>

### 5 Other income

	Total	Unrestricted funds
	2023	2022
	£	£
Other income	-	187
	<u>-</u>	<u>187</u>

### 6 Charitable activities

	Charitable Expenditure	Charitable Expenditure
	2023	2022
	£	£
Staff costs	175,603	171,261
Depreciation	230	230
Bank charges	398	397
Donation	-	36
Premises costs	19,569	19,192
Food and consumables	21,727	19,278
Printing, stationery and postage	1,359	1,546
Educational supplies	62	29
Telephone	959	617
Insurance	1,571	1,536
Sundries	246	886
IT costs	1,275	352
	<u>222,999</u>	<u>215,360</u>
Share of support costs (see note 7)	468	468
Share of governance costs (see note 7)	1,546	1,120
	<u>225,013</u>	<u>216,948</u>

# BURNHOLME COMMUNITY NURSERY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

### 7 Support costs

	Support costs	Governance costs	2023	Support costs	Governance costs	2022
	£	£	£	£	£	£
Legal and professional fees	468	-	468	468	-	468
Accountancy	-	1,326	1,326	-	900	900
Ofsted registration	-	220	220	-	220	220
	<u>468</u>	<u>1,546</u>	<u>2,014</u>	<u>468</u>	<u>1,120</u>	<u>1,588</u>
Analysed between						
Charitable activities	<u>468</u>	<u>1,546</u>	<u>2,014</u>	<u>468</u>	<u>1,120</u>	<u>1,588</u>

### 8 Trustees

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

### 9 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Total	<u>12</u>	<u>12</u>
<b>Employment costs</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Wages and salaries	173,932	158,338
Social security costs	6,257	9,161
Pension costs	3,098	2,680
Staff costs	316	1,082
Prior years employment allowance previously not claimed	(8,000)	-
	<u>175,603</u>	<u>171,261</u>

### 10 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

# BURNHOLME COMMUNITY NURSERY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

### 11 Tangible fixed assets

#### Computers £

#### Cost

At 1 April 2022

690

At 31 March 2023

690

#### Depreciation

At 1 April 2022

460

Depreciation charged in the year

230

At 31 March 2023

690

#### Carrying amount

At 31 March 2023

-

At 31 March 2022

230

### 12 Debtors

2023

2022

#### Amounts falling due within one year:

£

£

Other debtors

6,625

-

Prepayments and accrued income

1,916

-

8,541

-

### 13 Creditors: amounts falling due within one year

2023

2022

£

£

Tax and social security

1,777

1,654

Accruals

4,419

4,242

6,196

5,896

### 14 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

2023

2022

£

£

Within one year

11,500

11,500

Between two and five years

2,875

14,375

14,375

25,875

## **BURNHOLME COMMUNITY NURSERY**

### **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)** ***FOR THE YEAR ENDED 31 MARCH 2023***

#### **15 Related party transactions**

There were no disclosable related party transactions during the year (2022 - none).