

Dickory Dock Nursery

(Company Ltd by Guarantee No. 04678193)

(Registered Charity No. 1100027)

Financial Statements

for the year ended 31 March 2022

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Dickory Dock Nursery

Legal Information

Trustees

Caroline Hunt	Chair & Treasurer, Appointed 1 June 2022
Richard Gill	
Robert Hunt	
Lyndsey Lomas	Appointed 1 June 2022
Jenna Dixon	Appointed 1 June 2022

Company Secretary

Karly Jennings

Registered Charity number

1100027

Company Ltd by Guarantee number

04678193

Principal address

St Thomas Moore Church
58 Margetson Crescent
Parson Cross
Sheffield
S5 9NB

Bank

Lloyds TSB
Firth Park Road Branch
Sheffield
S6 4PB

Independent examiner

White Rose Accounting for Charities
The Ghyll
Threapland
Aspatria
CA7 2EL

Dickory Dock Nursery

Trustee report

The Trustees present their annual report and financial statements for the year ended 31 March 2022 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards for Smaller Entities.

Structure, governance and management

Governing Document

The Charitable Company is governed by the Memorandum and Articles of Association incorporated 25 February 2003 and was entered on the Register of Charities effective from 2 July 2003.

The company has no share capital. The guarantee of each member is limited to £1.

Appointment of trustees

Under the requirements of the Memorandum and Articles of Association the trustees must retire and be reappointed at each annual general meeting of the company.

The trustees are authorised to appoint new members to fill vacancies arising through retirement or death of an existing member.

The trustees who served during the year are listed on page 2 on the report.

Trustee Induction and Training

New trustees are encouraged to attend short training sessions to familiarise themselves with the charity and the context within which it operates. These cover:

The obligation of management committee members.

The main documents which set out the operational framework for the charity including the Memorandum and Articles.

Resourcing and the current financial position as set out in the latest published financial statements.

Future plans and objectives.

Risk management

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

Organisational Structure

The Trustees meet at regular intervals during the year and are responsible for the strategic direction and policy of the charity.

A scheme of delegation is in place and day to day responsibility for the provision of the services rests with the manager.

Dickory Dock Nursery

Trustee report continued

Objective and Activities

The objects of the charity are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by;

Offering appropriate play facilities and training courses, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children, regardless of race, culture religion or means.

Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas.

Instigating and adhering to and furthering the aim of the Pre-School Learning Alliance.

Developments, activities and achievements

A much more challenging year to sustain finances from the pandemic, with the increase of our rates of pay due to Living minimum.

Many more parents were accessing the extended 30 hours FEL this helped to fill places within rooms, but it meant that the income from the hours used was compromised by the reduced rate of FEL. However, the FEL and EYPP rates have increased slightly. With the numbers being high we have needed to employ staff to care for these children, but we have also lost staff and recruited staff which has impacted on our setting demands on staff wellbeing and welfare as staff have been covering extra hours and staff absences. So surplus so overall our surplus has lowered due to the demands our business.

The numbers in our baby room children were quite high due to ages and rooms movement these children have filled the other rooms to support transitions to bigger number also. The baby is quite low at the min and actually have a number of the staff children in there booked in – were actually our own staff's children.

To help with this we are hoping to get more babies on board as we have now updated our website which has been very popular and is visited daily by new prospective parents, which will help to generate more income, plus it has been agreed that all staff children will be charged @ 50% reduced costs.

Our website directs a number of parents, and our numbers are predicted as good this year. With the current update on the website and use of the Parentzone app is really benefiting the setting. Our numbers for September 2022 are looking really good, we intend to do a drive on baby places with publicity sharing on social media platforms to increase the numbers expected in there. as explained above the numbers are lower due to transition children.

The expenditure was mainly higher due to staffing costs, cover replacement staff and staff absences than last year.

We have lost a management wage due to Caroline Hunt retiring from March 22'. We have also lost a number of staff, our employment of staffing level is now 19 members of staff within the setting, this has helped with our wages bill. We also have 2 staff members of maternity leave, how are due to return October - November 22' onwards. Also Samantha Lomas is due to return in July 22' from maternity leave.

As explained previously with the Covid.19 pandemic arriving at the end of the financial year and carrying on throughout the Summer term, income levels was greatly lower from generated income was virtually nil. We are still recovering from this loss of revenue.

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Trustee report continued

The insurance has agreed to pay-out a % of lost revenue for a 3 month period – but we have received this payment which helped us a lot.

The new norm of working has been difficult at times, many of our delivery methods for the setting have had to change for the government guidance. However, since some rules and guidance did relax, we have kept some methods in place such as the staggered starts the arrivals and departures, setting in sessions and parents visiting out of setting hours out of session times at an appointment system. However, many methods have greatly impacted the setting for the better. As our management team continue to review, evaluate, and strive to enforce positive relationships with parents and strong communication methods. In September 22' we will also reinstate the home visits as we feel these are very beneficial to the setting.

We aim to continue to look for funding opportunity for the setting as we have had several positive returns from the applications we have made, this has allowed the setting to buy new equipment for the setting to replace old equipment. We have also made positive changes from the past OFSTED inspections to build an outdoor classroom, this has helped reduced the noise volumes and demands with the larger nursery room and provided a much needed learning space for our school leavers. Our funding application will be made to support the setting best we can but also provide much needed resources for many of our staff development plans alongside the professional development such as making the setting an Eco setting, we intend to apply for funding bids for plants, planters, flowers beds and equipment all provide and enriched high quality learning environment.

Alongside our individual professional development plans all our staff have expressed interests in course, incentives and positive action plans for the setting. With this staff development Rebecca Peacock has completed her SENDco level 2 and many other staff have expressed their interest in team leading courses. Our apprentice Sharnie is due to complete her level 2 and moving on to her level 3 and Charlotte Harris is doing her level 3 and working hard to complete in October.

This biggest impact has been illness and staff cover, we have been massively impacted on staff absences due to staff leaving and not having available last-minute cover the staff team have been so supportive and offered to increase their hours and support where they can. We value our long-standing hard-working staff so much and appreciate all their help and commitment they have shown the setting. We are looking at incentives to show this back to the staff with a day in lieu or something else we feel as a business we can offer and support.

Staffs working hours have been revised for the Autumn term, and we are still planning on our end time for sessions being 16:30, due to demand. This is reviewed constantly to ensure we are meeting demands.

Financial review

Income for the year is shown at £402,251 (2021: £412,356) and this is mostly from grant funding and fees which is listed on the notes to the accounts. Expenditure is shown at £432,120 (2021: £380,130) with a year end carried forward of unrestricted funds balance of £61,662 (2021: £91,531)

Reserves Policy

The organisation is working towards a reserves policy of maintaining 6 months running costs as its reserve level.

Dickory Dock Nursery

Trustee report continued

Trustees responsibilities for the financial statements

Company and charity law requires the trustees to prepare financial statements for each financial period which show the state of affairs of the charity and of net income or expenditure of the charity for that period. In preparing those financial statements, the Trustees are required to:

- ☐ select suitable accounting policies and apply them consistently;
- ☐ make judgements and estimates that are reasonable and prudent.
- ☐ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.
- ☐ state whether applicable accounting standards of recommended practice have been followed subject to any departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustees to prepare financial statements. The Trustees are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud and other irregularities.

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

This report was approved by the Trustees on _____ and is signed on their behalf by:

Karly Jennings
Company Secretary

Dickory Dock Nursery

Independent Examiner's report on the Accounts of Dickory Dock Nursery for the year ended 31 March 2022

I report on the accounts of the company for the year ended 31 March 2022 which are set out on pages 8 to 11.

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.

- ☐ 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 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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: _____

P Simpson ACA
White Rose Accounting for Charities
The Ghyll
Threapland
Aspatria
CA7 2EL

Date: _____

Dickory Dock Nursery

Statement of Financial Activities incorporating Income and Expenditure Account for the year ended 31 March 2022

	Notes	2022 £	2021 £
Incoming resources	1		
Incoming resources from Charitable activities	2	287,308	333,443
Incoming Resources from generated funds:	3	112,984	60,513
Other income		1,959	18,400
Total Incoming resources		402,251	412,356
Resources Expended			
Charitable activities			
Salaries and Employment costs	6	361,076	343,241
Consumables		12,254	5,135
Rent, services and utilities		26,517	6,876
Insurance		1,776	1,458
Office costs		7,591	8,054
Equipment, repairs and maintenance		3,984	1,400
Training and travel		940	1,166
Membership and subscriptions		12,107	10,499
Uniform		485	188
Other expenditure		4,074	451
Total Charitable expenditure		430,804	378,468
Governance costs			
Bank charges and payroll fees		786	1,147
Accountancy		530	515
Total Expenditure		432,120	380,129
Net Incoming/(Outgoing) Resources		(29,869)	32,228
Total funds brought forward		91,531	59,304
Total funds carried forward	4	61,662	91,531

Dickory Dock Nursery

Balance Sheet as at 31 March 2022

Company number: 04678193	2022	2021
	£	£
Notes		
Current Assets		
Balance at bank and cash in Hand	62,192	92,046
Debtors 4	-	-
	<u>62,192</u>	<u>92,046</u>
Creditors: amounts falling due within one year		
Accruals 5	(530)	(515)
	<u>(530)</u>	<u>(515)</u>
Net Current Assets	<u>61,662</u>	<u>91,531</u>
Net Assets	<u>61,662</u>	<u>91,531</u>
Represented By		
FUNDS		
Unrestricted Funds	61,662	91,531
	<u>61,662</u>	<u>91,531</u>

For the year ending 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's responsibilities;

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements are approved by the Board on _____ and signed on its behalf by:

Caroline Hunt

Trustee

Dickory Dock Nursery

Notes to the accounts for the year ended 31 March 2022

1 Accounting Policies

(a) General

The Financial Statements have been prepared in accordance with the Companies Act 2006, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS102 (effective from January 2015 and updated with effect from January 2016) - (the Charities SORP (FRS102)), as modified for smaller charities.

(b) Income

Grants donations and Income from charitable trading activities are recognised in full in the Statement of Financial Activities in the year in which they are received.

(c) Restricted Funds

Restricted funds are used for specific purposes as laid down by the donor. Expenditure which meets the criteria is identified to the fund together with a fair allocation of management and support costs.

(d) Unrestricted Funds

Unrestricted Funds are other income received or generated for the objects of the charity without further specified purpose and are available as general funds.

(e) Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of V.A.T. The company is not VAT registered.

Governance costs of the charity relate to the costs of running the charity such as the costs of meetings, professional costs and statutory compliance, and includes any costs which cannot be specifically identified to another expenditure classification. In the opinion of the trustees all support costs relate to charitable expenditure.

(f) Tangible Fixed Assets and Depreciation

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset over its useful life.

(g) Fund Accounting

Funds held by the charity are either restricted funds or unrestricted general funds. Unrestricted funds are funds which can be used in accordance with the charitable objects at the discretion of the trustees. Restricted funds that can only be used for a 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.

Dickory Dock Nursery

Notes to the accounts

for the year ended 31 March 2019

2 Grants and donations

	Total 2022 £	Total 2021 £
Sheffield City Council - Free Entitlement Learning	262,990	277,047
Sheffield City Council - Inclusion	2,236	975
Sheffield City Council - Discretionary Grant		10,000
Sheffield City Council - Education & Skills	1,500	
Sheffield City Council - Covid Grant		6,400
JG Graves Charitable Trust	1,000	-
HMRC Job Retention Scheme	1,706	30,718
SOAR	17,875	8,303
	287,308	333,443

3 Fees for services

	2022 £	2021 £
Nursery fees	111,956	60,318
Fundraising	1,028	195
	112,984	60,512

4 Debtors

	2022 £	2021 £
Debtors	-	-
	-	-

5 Accruals

These are expenses that have been incurred but have not been billed or paid for during the accounting period. They are in respect of:

	2022 £	2021 £
Accountancy	530	515
	530	515

6 Staff costs and trustees remuneration

	2022 £	2021 £
Gross salaries	341,711	323,876
Employers national insurance	19,365	19,365
	361,076	343,241

No remuneration or out of pocket expenses were paid to any trustees during the period.