

**SALTWOOD PLAY & LEARNING CENTRE
TRUSTEES' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2025**

Beresfords
Chartered Certified Accountants
1-2 Rhodium Point
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**Saltwood Play & Learning Centre
Reference and Administrative Details
For The Year Ended 31 August 2025**

Trustees	Mrs K Bridges Mrs E Geering Mr P Newton
Charity Number	1118798
Company Number	05866317
Registered Office	Saltwood Ce Primary School Grange Road, Saltwood Hythe Kent CT21 4QS
Business	Saltwood Ce Primary School Grange Road, Saltwood Hythe Kent CT21 4QS
Independent Examiner	Daniel Payne FCCA Beresfords Chartered Certified Accountants 1-2 Rhodium Point Spindle Close Hawkinge, Folkestone Kent CT18 7TQ

Saltwood Play & Learning Centre
Company No. 05866317
Trustees' Report For The Year Ended 31 August 2025

The trustees present their report and the financial statements for the year ended 31 August 2025.

Objectives and Activities

Aims and Objectives

A summary of the objects of the charity as set out in its governing document is:-

The advancement of the education and spiritual, physical mental and social development of children; and the provision of facilities for recreation for such children in the interests of social, welfare and with the object of improving their conditions of life.

Significant Activities

The main activities of the charity in relation to these objects are; the provision of a pre-school nursery between 9am and 3pm every week day in term time; a breakfast club facility between 7.45am and 8.45am and an after-school club between 3.20pm and 6pm. The out-of-hours school clubs are available to all school-age children aged 4 - 11 years old.

The charity depends on the flexibility of its staff some of whom work in more than one service. This also ensures it can offer continuity for the children who attend from nursery through to year 6 of primary school. The charity welcomes and actively recruits volunteers from parents of children at the school or nursery and works closely with local secondary schools to provide work placements for students during the year.

Services are provided in a purpose-built building provided through Kent County Council's Sure Start programme which allows the trustees to closely monitor the provision in respect of all the charity's aims. The charity has joint policies and procedures across its departments and benefits from economies of scale in regards to purchases and overheads.

Public Benefit

The trustees confirm that they have complied with the requirements of Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

Achievements and Performance

Main Achievements

Attendance at our Services

- At the start of September 2024, our pre-school nursery attendance levels returned to the levels of years prior to the anomaly year of 2023. The sessions were 71% full (43% in same period 2023). The split of 2 years olds to 3/4 year olds was almost 50/50 and we had one child under 2 starting in the term with the new government funding for this age-group.
- By 1st April 2025, nursery places rose to 82% full – the split of ages having reduced to just 20% 2 year olds and 80% 3-4 year olds. Only 10% of the total child hours our provision provided for the academic year (21,900 hours) were non-funded hours and we received EYPP (Early Years Pupil Premium) for two children. Our wrap-around clubs remained full throughout the year.
- Club services continued in a room within the school for which services were charged, keeping them separated from the nursery provision.
- A small waiting list was held for specific club and nursery days where services were full.

Staff Training and Development

- All staff benefitted from continued professional development with training in house and externally in all areas from first aid to food hygiene. Keeping up to date on all safe-guarding issues remained paramount. Ofsted preparations were maintained by the centre manager and any new early years curriculum changes incorporated.
- Tapestry (Early Years Online Learning Journal) training updates were undertaken by all nursery staff. The software records all the learning and fun experienced by the children and enhances and simplifies early years learning for teachers, practitioners and parents.
- The trustees consider staff development to be a very important to making a success of our centre.

Community, Grants and Fund Raising

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Saltwood Play & Learning Centre Trustees' Report (continued) For The Year Ended 31 August 2025

Main Achievements - continued

- The children raised an impressive £907 for the Bumblebee Trust.
- Our nursery/centre manager continued to collaborate with local nursery managers in many areas including local grants and nursery policies.
- Parents were kept fully informed and consulted about our activities and policies through emailed newsletters, via our website, social media platforms and their children's personal Tapestry journals.
- Annual surveys were conducted in the services for feedback.

Marketing and Recruitment

- Our Facebook and Instagram pages were used to keep parents informed and our activities shared with the local community; encouraging several new parents to come along and visit us.
- We used social media for the recruitment of staff ; successfully recruiting three new after-school club playworkers.

Daily Management

- Regular, management meetings and discussions between the centre manager, trustees and the business manager continued in person and online where necessary.
- The after-school supervisor continued to order food and resources for all services online to allow for economies of scale and reduce time spent shopping.
- All our policies were updated and shared as they are each year and staff fully involved in their development.

Financial Review

Financial Position

Cash flow remained very good due to the part-prepayment of all our government funding for 2, 3- and 4-year-olds from the local authority and the majority of parents paying their club term fees within a week of term starting.

The bulk of our non-funded and club fees are now either paid by childcare voucher, tax free childcare or BACS payments which has made the collection of fees more efficient. 44% of our total fees received were for our club services. Of the 56% from nursery services, 10% related to non-funded hours and were paid directly by parents.

A voluntary contribution of £2 per nursery, funded day was charged to make up the shortfall in government, funding rates. The charge covers additional costs of consumables that the funding does not provide for. 65% of the billed amount was paid by parents.

The overall turnover of the charity is therefore split almost 50/50 between government funding and direct parent fees.

Reserves Policy

The charity's policy on reserves is to maintain a reserve as close as possible to at least one term's staff salaries and, in view of the temporary nature of our building, to continue to build a reserve for the (temporary) building's ongoing maintenance and eventual renewal. This policy is reviewed annually in the light of attendance figures, pay reviews and reports on the buildings condition. The trustees feel that the reserve is compliant with this at August 2025 without any major spending on maintenance during the year.

Planning permission was renewed and full planning permission was granted which means the nursery has a secure position for the future at this site. Furthermore, the reserve is in a good position with regards to the likely requirement for a new building in the coming years. The building is currently 16 years old.

Structure, Governance and Management

**Saltwood Play & Learning Centre
Trustees' Report (continued)
For The Year Ended 31 August 2025**

Governing Document

The governing document for the company is the Memorandum and Articles of Association incorporated 4th July 2006 as amended by special resolution of 8th January 2007.

The charity is constituted as a not-for-profit company limited by guarantee.

Proposed members are elected by unanimous agreement of all trustees.

Trustee Selection Methods

The charity's organisational structure consists of at least three, voluntary, elected trustees who oversee the management of the sub-departments of the company; the Saltwood Nursery, the Breakfast Club and the After School Club. The charity is closely connected to the school.

The trustees currently consist of the current head teacher of Saltwood School, a teacher from another local primary school and a business owner whose children previously attended the school. All the trustees are able to offer help and support to the services, giving their time voluntarily as and when it is required to ensure the smooth-running of the operations. A business manager is employed to prepare and oversee the reporting, accounting, payroll, funding and other financial issues as well as advise on the strategic development of the charity. The services report directly to the trustees on all operational issues and are supported in all financial matters by the business manager.

All the trustees, in consultation with the centre manager and business manager are fully involved in the formulation of policies and procedures to manage HR and operational issues. Regular meetings (including the AGM) are held to discuss issues brought to their attention by the department heads and financial reviews provided by the business. Other centre meetings are arranged as and when required by the centre manager.

Risks

The trustees consider the major risks affecting the charity by assessment annually at the trustee meetings.

Small Company Rules

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

The trustees' report was approved by the board of trustees and signed on its behalf by:

Mr P Newton

Trustee

Date

Saltwood Play & Learning Centre
Independent Examiner's Report to the Trustees of Saltwood Play & Learning Centre
For The Year Ended 31 August 2025

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 2025.

Responsibilities and Basis of Report

As the charity 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 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:

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.

Daniel Payne FCCA
Date
Beresfords
Chartered Certified Accountants
1-2 Rhodium Point
Spindle Close
Hawkinge, Folkestone
Kent
CT18 7TQ

Saltwood Play & Learning Centre
Statement of Financial Activities (including Income and Expenditure Account)
For The Year Ended 31 August 2025

			2025	2024
		Unrestricted funds	Restricted funds	Total funds
	Notes	£	£	£
INCOME AND ENDOWMENTS FROM:				
Charitable activities:				
Nursery		138,934	-	138,934
Breakfast Club		23,640	-	23,640
After School Club		84,433	-	84,433
Investments	3	1,778	-	1,778
Other	4	500	-	500
		<u>249,285</u>	<u>-</u>	<u>249,285</u>
EXPENDITURE ON:				
Charitable activities:	6			
Nursery		(137,576)	(7,385)	(144,961)
Breakfast Club		(25,765)	-	(25,765)
After School Club		(62,907)	(15)	(62,922)
		<u>(226,248)</u>	<u>(7,400)</u>	<u>(233,648)</u>
NET INCOME		23,037	(7,400)	15,637
		<u>23,037</u>	<u>(7,400)</u>	<u>15,637</u>
NET MOVEMENT IN FUNDS				
RECONCILIATION OF FUNDS:				
Total funds brought forward		136,800	73,725	210,525
TOTAL FUNDS CARRIED FORWARD	16	<u>159,837</u>	<u>66,325</u>	<u>226,162</u>

The notes on pages 9 to 14 form part of these financial statements.

Saltwood Play & Learning Centre
Comparative Statement of Financial Activities (including Income and Expenditure
Account)
For The Year Ended 31 August 2025

		Unrestricted funds	Restricted funds	2024
	Notes	£	£	Total funds £
INCOME AND ENDOWMENTS FROM:				
Charitable activities:				
Nursery		104,525	-	104,525
Breakfast Club		24,818	-	24,818
After School Club		88,167	-	88,167
Investments	3	1,689	-	1,689
		<u>219,199</u>	<u>-</u>	<u>219,199</u>
EXPENDITURE ON:				
Charitable activities:				
Nursery	6	(110,679)	(7,394)	(118,073)
Breakfast Club		(22,538)	-	(22,538)
After School Club		(59,672)	(19)	(59,691)
		<u>(192,889)</u>	<u>(7,413)</u>	<u>(200,302)</u>
NET INCOME		26,310	(7,413)	18,897
NET MOVEMENT IN FUNDS				
		<u>26,310</u>	<u>(7,413)</u>	<u>18,897</u>
RECONCILIATION OF FUNDS:				
Total funds brought forward		110,490	81,138	191,628
TOTAL FUNDS CARRIED FORWARD	16	136,800	73,725	210,525

The notes on pages 9 to 14 form part of these financial statements.

**Saltwood Play & Learning Centre
Balance Sheet
As At 31 August 2025**

				2025	2024
		Unrestricted funds	Restricted funds	Total funds	Total funds
	Notes	£	£	£	£
FIXED ASSETS					
Tangible Assets	11	4,467	66,326	70,793	77,795
		4,467	66,326	70,793	77,795
CURRENT ASSETS					
Debtors	12	1,141	-	1,141	1,280
Cash at bank and in hand		160,969	-	160,969	133,809
		162,110	-	162,110	135,089
Creditors: Amounts Falling Due Within One Year	13	(6,740)	(1)	(6,741)	(2,359)
NET CURRENT ASSETS (LIABILITIES)		155,370	(1)	155,369	132,730
TOTAL ASSETS LESS CURRENT LIABILITIES		159,837	66,325	226,162	210,525
NET ASSETS		159,837	66,325	226,162	210,525
FUNDS OF THE CHARITY					
Restricted Funds				66,325	73,725
Unrestricted Funds				159,837	136,800
TOTAL FUNDS	16			226,162	210,525

For the year ending 31 August 2025 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The trustees 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.

On behalf of the board

Mr P Newton

Trustee

Date

The notes on pages 9 to 14 form part of these financial statements.

Saltwood Play & Learning Centre Notes to the Financial Statements For The Year Ended 31 August 2025

1. General Information

Saltwood Play & Learning Centre is a company limited by guarantee, incorporated in England & Wales, registered number 05866317 and registered charity number 1118798. The registered office is Saltwood Ce Primary School, Grange Road, Saltwood, Hythe, Kent, CT21 4QS.

2. Accounting Policies

2.1. Basis of Preparation of Financial Statements

The financial statements 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 charitable company is a Public Benefit Entity as defined by FRS 102.

2.2. Incoming Resources

General

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Grants Receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred Income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

2.3. Resources Expended

General

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising Funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

2.4. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

2.5. Cash and Cash Equivalents

Cash and cash equivalents are basic financial assets and include cash in hand and deposits held at call with banks, other short-term highly liquid investments that mature in no more than three months from the date of acquisition and are readily convertible to a known amount of cash with insignificant risk of change in value, and bank overdrafts.

3. Investment Income

Saltwood Play & Learning Centre
Notes to the Financial Statements (continued)
For The Year Ended 31 August 2025

	2025	2024
	Unrestricted funds	Unrestricted funds
	£	£
Bank interest receivable	1,778	1,689

4. Other Income

	2025	2024
	Unrestricted funds	Unrestricted funds
	£	£
Collaboration funding	500	-

5. Net Income/(Expenditure)

The net income is stated after charging/(crediting):

	2025	2024
	£	£
Depreciation of tangible fixed assets - owned	8,486	8,424
Gain/Loss on disposal of tangible fixed assets	484	132

6. Analysis of Expenditure

			2025
	Activities undertaken directly	Support costs (see note 7)	Total
	£	£	£
Nursery	124,042	20,919	144,961
Breakfast Club	25,206	559	25,765
After School Club	58,314	4,608	62,922
	207,562	26,086	233,648

			2024
	Activities undertaken directly	Support costs (see note 7)	Total
	£	£	£
Nursery	98,945	19,128	118,073
Breakfast Club	22,291	247	22,538
After School Club	55,673	4,018	59,691
	176,909	23,393	200,302

Saltwood Play & Learning Centre
Notes to the Financial Statements (continued)
For The Year Ended 31 August 2025

7. Support Costs

				2025
	Nursery	Breakfast Club	After School Club	Total
	£	£	£	£
Employee costs	262	-	315	577
Premises expenses	1,846	-	981	2,827
General administration	9,207	559	3,221	12,987
Depreciation	8,879	-	91	8,970
Governance costs	725	-	-	725
	<u>20,919</u>	<u>559</u>	<u>4,608</u>	<u>26,086</u>

				2024
	Nursery	Breakfast Club	After School Club	Total
	£	£	£	£
Employee costs	679	-	211	890
Premises expenses	1,815	-	972	2,787
General administration	7,502	247	2,721	10,470
Depreciation	8,442	-	114	8,556
Governance costs	690	-	-	690
	<u>19,128</u>	<u>247</u>	<u>4,018</u>	<u>23,393</u>

8. Independent Examiner's Remuneration

	2025	2024
	£	£
Independent examination of the financial statements	<u>725</u>	<u>690</u>

9. Staff Costs

Staff costs were as follows:

	2025	2024
	£	£
Wages and salaries	191,745	165,166
Social security costs	3,501	906
Other pension costs	4,557	2,740
	<u>199,803</u>	<u>168,812</u>

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

10. Average Number of Employees

Average number of employees during the year was: 16 (2024: 16)

Saltwood Play & Learning Centre
Notes to the Financial Statements (continued)
For The Year Ended 31 August 2025

11. Tangible Assets

	Land & Property		
	Freehold	Equipment	Total
	£	£	£
Cost			
As at 1 September 2024	183,631	30,504	214,135
Additions	-	1,969	1,969
Disposals	-	(2,174)	(2,174)
As at 31 August 2025	<u>183,631</u>	<u>30,299</u>	<u>213,930</u>
Depreciation			
As at 1 September 2024	110,177	26,164	136,341
Provided during the period	7,345	1,141	8,486
Disposals	-	(1,690)	(1,690)
As at 31 August 2025	<u>117,522</u>	<u>25,615</u>	<u>143,137</u>
Net Book Value			
As at 31 August 2025	<u>66,109</u>	<u>4,684</u>	<u>70,793</u>
As at 1 September 2024	<u>73,454</u>	<u>4,340</u>	<u>77,794</u>

12. Debtors

	2025	2024
	£	£
Due within one year		
Trade debtors	74	57
Other debtors	1,067	1,223
	<u>1,141</u>	<u>1,280</u>

13. Creditors: Amounts Falling Due Within One Year

	2025	2024
	£	£
Accruals and deferred income	<u>6,741</u>	<u>2,359</u>

14. Deferred Income

Deferred income movements in the year were as follows:

	2025	2024
	£	£
Balance at the start of the period	1,370	4,932
Income deferred in the current period	5,460	1,368
Amounts released in income from previous periods	(1,128)	(4,930)
Balance at the end of the period	<u>5,702</u>	<u>1,370</u>

Deferred income are amounts received in advance for the next school year.

Saltwood Play & Learning Centre
Notes to the Financial Statements (continued)
For The Year Ended 31 August 2025

15. Pension Commitments

The charitable company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charitable company in an independently administered fund.

During the year the charge to the statement of financial activities in respect of defined contribution schemes was £4,557 (2024: £2,740).

At the balance sheet date contributions of £NIL were due to the fund and are included in creditors.

16. Movement in Funds

	As at 1 September 2024	Income	Expenditure	As at 31 August 2025
	£	£	£	£
Unrestricted funds				
General:				
General unrestricted fund	136,800	249,285	(226,248)	159,837
Restricted funds				
Building Fund	73,576	-	(7,371)	66,205
Home Grown Graduate Incentive	26	-	(5)	21
Kent County Council - Early Years Pupil Premium	48	-	(9)	39
Shepway Rural Funding Collaboration	75	-	(15)	60
Total restricted funds	73,725	-	(7,400)	66,325
Total funds	210,525	249,285	(233,648)	226,162

	As at 1 September 2023	Income	Expenditure	As at 31 August 2024
	£	£	£	£
Unrestricted funds				
General:				
General unrestricted fund	110,490	219,199	(192,889)	136,800
Restricted funds				
Building Fund	80,952	-	(7,376)	73,576
Home Grown Graduate Incentive	32	-	(6)	26
Kent County Council - Early Years Pupil Premium	60	-	(12)	48
Shepway Rural Funding Collaboration	94	-	(19)	75
Total restricted funds	81,138	-	(7,413)	73,725
Total funds	191,628	219,199	(200,302)	210,525

17. Transactions with Trustees

None of the trustees received any remuneration or any other benefits from an employment with the charity or a related entity during the current or previous year.

No trustee expenses have been incurred.

Saltwood Play & Learning Centre
Notes to the Financial Statements (continued)
For The Year Ended 31 August 2025

18. Related Party Disclosures

Ms E A Geering

Trustee

Ms Geering used the services of the nursery and was billed £2,497 for these services in the year.

19. Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.